

**Board of County Commissioners
Leon County, Florida**

**Workshop on
Crime Statistics in
Leon County**

**September 12, 2017
12:30 p.m. – 3:00 p.m.**

**Leon County Board of County Commissioners
Leon County Courthouse, 5th Floor**

Leon County Board of County Commissioners

Notes for Workshop

Leon County Board of County Commissioners

Workshop

September 12, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Workshop on Crime Statistics in Leon County

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Wanda Hunter, Assistant County Administrator Andrew Johnson, Assistant to the County Administrator for Legislative and Strategic Initiatives

Statement of Issue:

In June 2017, the Florida Department of Law Enforcement (FDLE) released its annual Uniform Crime Report (UCR) which indicated that Leon County's crime rate during calendar year 2016 was 5,655 crimes committed per 100,000 population. Several news articles were subsequently published reporting that Leon County's crime rate was the highest of all counties in Florida in each of the last three years. Accordingly, the purpose of this workshop is to better understand UCR reports and how law enforcement agencies utilize them in context with other information and analytics to understand the true nature of crime in our community. The workshop also highlights actions that local law enforcement and judicial agencies are taking to address known crime issues in our community and provides options and recommendations for the Board's consideration to continue to enhance public safety.

Fiscal Impact:

This item has no immediate fiscal impact. The recommendations presented herein would utilize funds consistent with previous Board direction and would be implemented during the FY 2018 funding cycle.

Staff Recommendation:

- Option #1: Support the Sheriff's FY 2018 budget request.
- Option #2: Request the PSCC to evaluate and recommend strategies for the use of reserve funds for public safety.
- Option #3: Direct staff to prepare an agenda item to consider the use of Emergency Response Marketing funds for strategic tourism marketing.

Report and Discussion

Background:

At the June 20, 2017 meeting, the Board directed staff to schedule a workshop to discuss local crime statistics. In June 2017, the Florida Department of Law Enforcement (FDLE) released its annual Uniform Crime Report (UCR), which is a statistical summary of crime data based on reports gathered from law enforcement agencies throughout the state. The most recent UCR, based on statistics from January through December 2016, indicated a crime rate in Leon County of 5,655 crimes committed per 100,000 population. Following the release of the recent UCR report, several local, state, and national news agencies published articles indicating that Leon County's reported crime rate was the highest of all counties in Florida in each of the last three years.

As described in full detail in this workshop item, the Federal Bureau of Investigation (FBI), FDLE, and many other sources strongly and explicitly caution against the practice of using UCR reports to produce crime rankings by jurisdiction for a variety of reasons. The purpose of this workshop, accordingly, is to better understand the UCR reports and how law enforcement agencies use them together with other information and analytics to understand the true nature of crime in our community. The workshop also highlights focused actions that local law enforcement and judicial agencies are taking cooperatively to leverage their resources to address known crime issues in our community. Staff has invited several representatives from the local law enforcement and criminal justice community to participate in the workshop presentation on September 12 including:

- Leon County Sheriff Walt McNeil
- Tallahassee Police Chief Mike DeLeo
- FSU Police Chief David Perry
- FAMU Police Chief Terence Calloway
- TCC Police Chief Greg Gibson
- State Attorney Jack Campbell
- FSU Criminology Professor Brian Stults

Analysis:

The remainder of this workshop item is organized to first provide a more complete understanding of the Uniform Crime Report, ways in which the report and its data are commonly used, and factors specific to Leon County that influence crime statistics in our community. The next section of this item provides a discussion of how local law enforcement agencies utilize Uniform Crime Report data together with other sources of data and information to fully understand the nature of crime in our community. Following this, the workshop highlights actions and strategies that local public safety stakeholders are taking to address known crime issues including trends and patterns in different types of crime, areas of the community where crimes are occurring at a higher rate, and strategies to address high-risk offenders. Finally, the workshop concludes by providing options and recommendations for the Board's consideration to continue to enhance public safety in our community.

Understanding the Uniform Crime Report

The Uniform Crime Report (UCR) is a nationwide, cooperative statistical effort to collect and disseminate crime data from law enforcement agencies to assess and monitor the changing nature of crime throughout the country. According to the FBI, nearly 18,000 city, county, college and university, state, tribal, and federal law enforcement agencies participate in the UCR Program, representing approximately 95% of all law enforcement agencies in the U.S. The UCR Program has been administered at the national level by the Federal Bureau of Investigation (FBI) since 1930. UCR data is collected on a voluntary basis from participating law enforcement agencies.

To provide for nationwide uniformity in reporting crime data, the UCR Program requires law enforcement agencies to classify offenses according to standardized definitions for each crime type in the UCR system. Crime reports published by the UCR Program reflect these offenses as either violent crimes (murder, forcible sex offenses, robbery, and aggravated assault) or property crimes (burglary, larceny, and motor vehicle theft). These offenses are summarized and counted to produce a total “crime index,” which is intended by the UCR Program to serve as a general indicator of criminality within each jurisdiction.

Because many law enforcement agencies share overlapping jurisdictions, the UCR Program provides guidelines to ensure that offense or arrest data are not reported more than once by overlapping jurisdictions. For the purpose of UCR reporting, city law enforcement agencies report offenses that occur within their city jurisdictions, and county or state law enforcement agencies report offenses that take place in the county outside the limits of the city, regardless of which agency responds to the incident.

FBI Caution Against Community Rankings Using UCR Data:

UCR guidance issued by the FBI indicates that some entities including news media, tourism agencies, and other groups often use UCR data to compile rankings of cities and counties. Following the release of the most recent UCR report in June 2017, several local, state, and national news agencies published stories describing Leon County as having the highest crime rate in Florida for the past three years based on rankings compiled from UCR reports. The FBI strongly cautions against using UCR data to compile rankings of jurisdictions, noting that there are many variables that affect the reporting of crime statistics in a particular city or county which make it impossible to make a valid comparison of crime against other jurisdictions based on UCR data alone. The FBI has issued an advisory paper titled “Uniform Crime Reporting Statistics: Their Proper Use,” which is linked to the UCR homepage and included as Attachment #1 to this workshop item, and reads:

UCR data are sometimes used to compile rankings of individual jurisdictions and institutions of higher learning. These incomplete analyses have often created misleading perceptions which adversely affect geographic entities and their residents. For this reason, the FBI has a longstanding policy against ranking participating law enforcement agencies on the basis of crime data alone. Despite repeated warnings against these practices, some data users continue to challenge and misunderstand this position.

Countless other institutions and organizations similarly caution against the use of UCR data to rank jurisdictions. In 2007, the American Society of Criminology adopted a policy position that highlights the negative effects such rankings can have on affected communities:

...The Executive Board of the American Society of Criminology opposes the use of Uniform Crime Reports data to rank American cities as 'dangerous' or 'safe' without proper consideration of the limitations of these data. Such rankings are invalid, damaging, and irresponsible. They fail to account for the many conditions affecting crime rates, the mis-measurement of crime, large community differences in crime within cities, and the factors affecting individuals' crime risk. City crime rankings make no one safer, but they can harm the cities they tarnish and divert attention from the individual and community characteristics that elevate crime in all cities.

The principal problem with using UCR data to rank jurisdictions is the vast number of factors that affect crime statistics and the reporting of crime data across jurisdictions, some of which, while having significant impacts on crime, are not readily measurable or applicable uniformly among all jurisdictions. Some of these factors may cause a community's crime rate to appear higher than it is, and others may make it appear lower.

This workshop item does not purport to analyze every factor affecting crime in Leon County. However, it is useful to highlight a handful of these factors as they relate to Leon County that underscore the FBI's advisory guidance against using UCR crime data to compare or rank communities and to better understand crime in our community:

- **Economic Activity and Commuting:**

Leon County is a high-density county in the middle of a predominantly rural area, which makes it the center of commerce and economic activity in the region. As a result, the County's daytime population grows substantially beyond its permanent population due to the effects of commuting. Communities with a high volume of daily commuters tend to have higher reported crime rates. This is because crimes occurring within the community that involve commuters count in the total number of crimes reported, but are not reflected in the permanent population of the community. Based on data from the 2010 American Community Survey, Leon County's daytime population increases by an average of 17,278 (or 6.4% of the total permanent population) due to commuting. Among all counties in Florida, Leon County is fourth-highest in the percent daytime population change due to commuting:

Table 1: Percent Daytime Population Change due to Commuting, Top Four Florida Counties, 2010

County	Total Resident Population	Percent Daytime Population Change due to Commuting
Orange County	1,116,094	12.6
Duval County	854,848	8.6
Union County	15,375	6.7
Leon County	270,409	6.4

Incidentally, the county-by-county rankings recently published in the news indicated that Leon, Orange, and Duval Counties were listed as having the top three reported crime rates in the state. As reflected in the table above, these three counties also had three of the four highest rates of daytime population increase due to commuting.

- **University Effects:**

High volumes of college and university students in a community can also affect crime rates differently from other communities in several ways. First, university communities have larger than normal volumes of individuals aged 15 to 24. National crime data consistently indicates that crime rates are highest among this age cohort, particularly among males. In addition, students are often victims of crime at a disproportionately higher rate than other individuals, particularly of property crimes. Of all counties in Florida, Leon County has both the highest proportion of individuals aged 15 to 24 to its total population as well as the highest proportion of *males* aged 15 to 24:

Table 2: Florida Counties with the Highest Percentages of their Total Population in the 15-24 Age Cohort, 2016

	Population Age 15 to 24			Total Population	Percent of Total Population aged 15 to 24		
	Both Sexes	Male	Female		Both Sexes	Male	Female
Leon	73,139	34,233	38,906	287,822	25.4%	11.9%	13.5%
Alachua	63,235	30,688	32,547	263,496	24.0%	11.6%	12.4%
Escambia	49,143	27,243	21,900	315,187	15.6%	8.6%	6.9%
Hamilton	2,212	1,570	642	14,361	15.4%	10.9%	4.5%
Hardee	4,016	2,255	1,761	27,360	14.7%	8.2%	6.4%
...							

Additionally, university-related activities such as athletic events, graduation ceremonies, and others generate a substantial amount of visitation from non-residents. These activities increase the likelihood of interaction between potential offenders and potential victims who are not counted in the community's permanent population.

- **Reporting Format Used by Local Law Enforcement Agencies:**

In general, UCR has a tendency to under-report crime, since its standard reporting format (the "Summary Reporting System," or SRS) only reports the most serious crime per incident. An alternative reporting format, the "National Incident-Based reporting System" (NIBRS), was later developed to enhance UCR data collection. NIBRS is generally regarded as the more accurate reporting tool, as it captures more incident information and also tends to report higher volumes of crime than the SRS. Today, approximately 33% of law enforcement agencies report using the NIBRS format. LCSO and TPD currently utilize the SRS, but LCSO is preparing to switch to NIBRS in 2020.

Of note, the misperception of the reported crime rate in Leon County and Tallahassee is not a new phenomenon. A Wall Street Journal article from 1995 discussed this topic at length, highlighting UCR reports that, at the time, indicated that Tallahassee's crime rate was nearly 80% higher than New York City's. The article describes how several of the factors discussed in this workshop – including the effects of student populations, crime reporting practices by citizens, the community's attitude toward crime, and others – affect the reported crime rate differently across jurisdictions. This article is included as Attachment #2 to this workshop item. The factors listed above are highlighted not to discredit the use or validity of UCR reports, nor to minimize the impact or extent of crime in Leon County, but rather to serve as only a few examples of why UCR data should not be used to rank jurisdictions. UCR data and reports remain relevant and useful for a variety of law enforcement and other purposes; however, as

discussed in the following section of this workshop item, the data should be utilized in the proper context and, where applicable, in concert with other available data and tools.

Understanding Crime in Leon County

The semi-annual UCR report is one of many tools used by local law enforcement agencies to assess criminal activity in our community. In Florida, FDLE publishes semi-annual and annual Uniform Crime Reports, which facilitate an assessment and evaluation of crime trends within a particular jurisdiction over time. Some examples of how law enforcement agencies use UCR reports are in the areas of agency-wide strategic planning, alignment of organizational resources, and formulation of budget requests. For example, the Sheriff's 2017 Strategic Plan (discussed in detail later in this workshop item) includes a goal to increase the rate of crimes solved, using UCR reports as a measure of success.

Because UCR reports are only published on a semi-annual basis, other data, information, and tools are needed to complement UCR in order to respond to evolving or emerging crime issues in the community. In addition to UCR reports, law enforcement agencies regularly monitor and analyze calls for service, Computer-Aided Dispatch data, GIS data, on-the-ground intelligence, and other information to support day-to-day tactical and operational decisions.

In addition to LCSO and TPD, Florida State University, Florida A&M University, and Tallahassee Community College also have their own campus law enforcement agencies (referenced in the remainder of this workshop item as FSUPD, FAMUPD, and TCCPD, respectively). Reporting of crime statistics by these agencies is required by the Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act, or the "Clery Act." This federal law mandates the disclosure of certain statistics regarding criminal incidents that occur within the geographical boundaries of an institution of higher education. These campus law enforcement agencies also report crime statistics data to the FBI through the UCR, and these statistics are included in the discussion of crime in Leon County below.

This section of the workshop will discuss UCR as well as other data used by local law enforcement agencies to better understand the true nature of crime in Leon County. As this section of the workshop will demonstrate, while the data reflects an overall increase in the countywide crime rate, Leon County has experienced an overall decrease in most categories of crime over the past decade. Further, geographic data reveals that crime is not pervasive throughout Leon County, but occurs in certain isolated pockets at a higher rate than the rest of the community.

Summary of UCR Reports:

The overall crime rate in Leon County has increased by 16.8% over the past decade. This reflects all "index crimes" as defined by the UCR Program (murder, rape, robbery, aggravated assault, burglary, larceny, and motor vehicle theft) committed in the County. However, when disaggregated into violent and non-violent crimes, the data indicates that the growth in the crime rate is driven primarily by a growth in property crimes. The property crime rate increased 22.2% in the past decade, while the violent crime rate decreased by 10%.

Looking further into the different types of violent crime, the UCR report data indicates that robberies have trended sharply downward since 2007. Aggravated assaults rose sharply in 2014 and 2015, but still show an overall decline over the past decade. Murders have risen in recent years, but in 2016 were lower than any year since 2009. Rape crimes per 100,000 rose steadily beginning in 2013 after a period of steady decline. However, this may be due to a significant change in the definition of rape by the UCR program that became effective in 2013. Guidance issued by the FBI following the definition change stated that:

...Because the revised definition, unlike the legacy definition, includes offenses of rape, sodomy, sexual assaults with objects, and offenses in which males were the victims, the number of rape offenses may appear to increase for various agencies or in certain aggregations. Except where comparisons are made based on the same definitions of rape, readers are cautioned against assuming increases in rape numbers are due to an increase of violence or number of sexual assaults, but rather, the increase may simply be a reflection of the more inclusive definition.

Although the volume and rate of violent crimes have decreased over the past decade, property crimes have increased during the same period, driven principally by increases in larcenies and motor vehicle thefts. Of the three types of property crime reported by UCR, burglaries per 100,000 have steadily declined since 2011, with an overall decrease of 21.5% in the burglary rate since 2007. Rates of larceny and motor vehicle theft, however, have both increased significantly, with an overall 40.7% increase in the larceny rate and a 52.8% increase in the motor vehicle theft rate since 2007. Approximately 20% of the individuals arrested for larceny in Leon County in 2016, and nearly 40% of those arrested for motor vehicle theft, were juveniles.

GIS Crime Data – Where Crime is Occurring:

While UCR reports indicate the level of criminal activity within a jurisdiction on a semi-annual basis, law enforcement agencies use additional tools, such as geographic data, to more efficiently monitor and respond to criminal activity on a day-to-day basis. Geographic Information Systems (GIS) software allows law enforcement agencies to monitor criminal activity throughout the community in real time using maps, reports, and other tools, which inform agency decisions regarding the allocation of law enforcement resources to address emerging crime trends and patterns. This resource enhances the ability of law enforcement personnel to identify, investigate, solve, and further prevent crimes in targeted areas of the community.

Included below are two maps illustrating “hot spots” of violent crimes and property crimes since January 1, 2017. The maps show areas with a higher density of criminal activity relative to other areas in Leon County based on the address where the incident occurred. These maps are included in Attachment #3 to this workshop item. To provide additional detail, Attachment #3 includes similar heat maps that also show the location of each individual incident that occurred throughout the County since January 1, including those outside areas shown as “hot spots” on the maps. Finally, Attachment #3 also includes maps prepared by the Tallahassee Police Department for presentation to the Tallahassee City Commission during its June 28, 2017 meeting (discussed further in the following section). The City’s maps are consistent with the maps presented in this workshop item and are included to provide additional detail on areas within City limits.

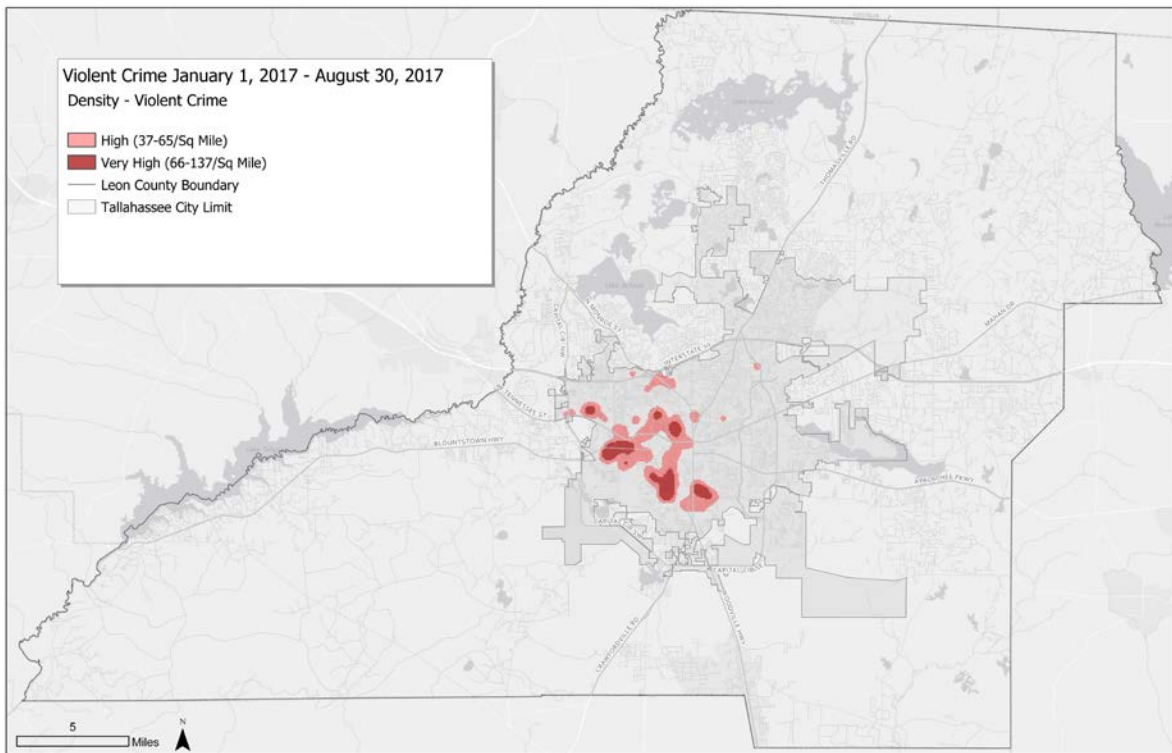


Figure 1: Violent Crime "Hot Spots" in Leon County, January 1 to August 30, 2017

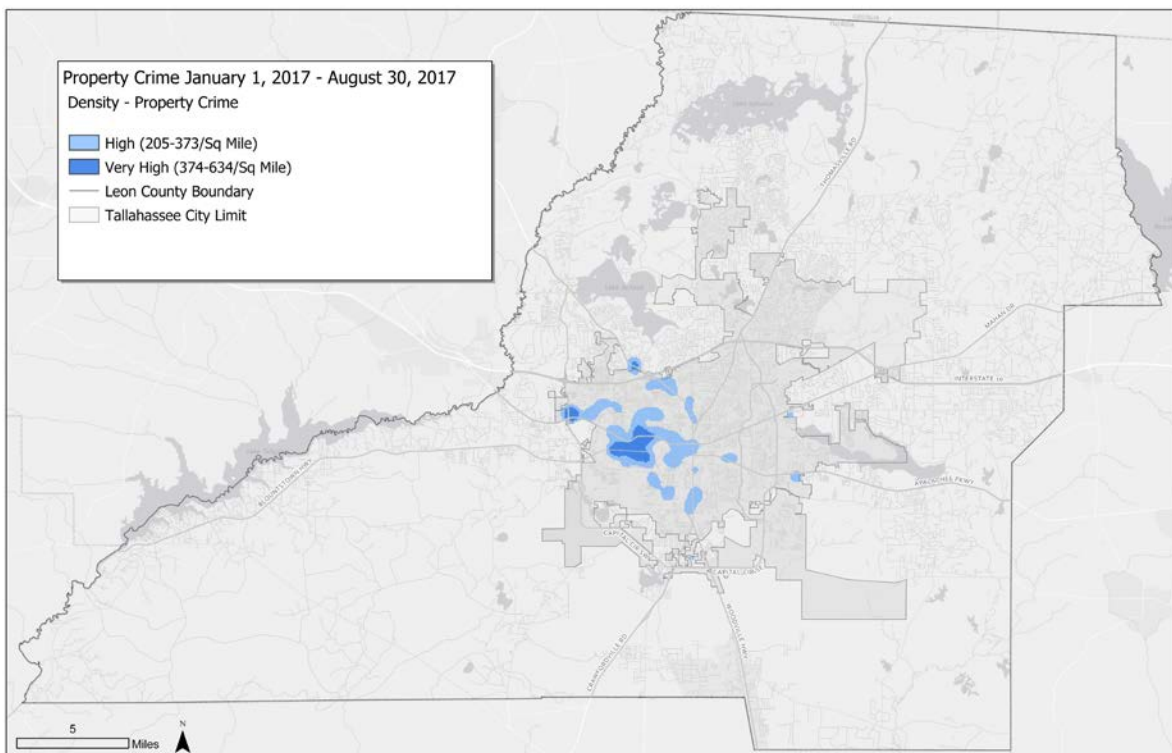


Figure 2: Property Crime "Hot Spots" in Leon County, January 1 to August 30, 2017

These heat maps above illustrate pockets of the community where violent crimes and property crimes occurred since January 1 with greater frequency relative to other areas. In general, many of the same areas shown as “hot spots” for violent crimes correspond to hot spots for property crimes. The section of this workshop item below titled “Current Strategies to Address Crime in Leon County” provides additional discussion regarding actions that local law enforcement agencies are doing to address crime specifically within the hot spot areas identified in these maps.

Summary of Findings from Analysis of UCR and GIS Crime Data:

- Overall, the crime rate in Leon County has increased over the past decade. However, this increase is not uniform among all crime types, and several types of crime have in fact decreased during the same period.
- The overall rate of violent crime has declined by 10% over the past decade. Rates of murder, robbery, and aggravated assault have all shown a decline in the same time period. The UCR report data indicates an increase in rape beginning in 2013, but as identified earlier, the UCR Program revised the definition of rape in the same year, resulting in more crimes reported under that category. It is possible that some of the increase shown in the data may be attributable to the definition change rather than an actual increase in the incidence of this type of crime. The data indicated a general decline in the rape category from 2007 to 2012.
- The rate of property crimes has grown by 22% since 2007, driven largely by sharp increases in larcenies and motor vehicle thefts. The burglary rate declined by 21.5% in the same period.
- There are areas of the community that experience a higher relative volume of both violent and property crimes, as shown on the heat maps included in this workshop item.

Current Strategies to Address Crime in Leon County

Based on the nature of crime in Leon County as discussed in the section above, local law enforcement and judicial agencies have developed several strategies and activities to specifically target known crime issues in the community as reflected in local crime data. The sections below highlight only a few of these strategies for each agency. Representatives from the Sheriff’s Office, TPD, the Office of the State Attorney, and others will be in attendance at the workshop to discuss their respective agencies’ initiatives in greater detail.

Leon County Sheriff’s Office:

Shortly after being sworn in as Leon County Sheriff, Sheriff Walt McNeil introduced a new Strategic Plan (included as Attachment #4 to this workshop) to guide the development and direction of the Leon County Sheriff’s Office in Fiscal Years 2017 and 2018. Sheriff McNeil will be in attendance to provide more information about crime in the community and new initiatives that LCSO is taking to address crime during the workshop presentation on September 12. These include:

- Enhancing partnerships with other law enforcement, governmental and private entities – for example, LCSO recently formed a joint Property Crimes Task Force in partnership with TPD to address the increased frequency of property crime occurrence.
- Addressing crime in known “hot spots” through several strategies including deploying a new SPIDER (Special Projects, Investigations, Detection, Enforcement, and Response) Unit to target high-risk offenders, sharing information and intelligence with other law enforcement agencies, collaborating with the private sector to increase the use of surveillance systems, and increasing the number of neighborhood watch programs.
- Increasing and embracing the use of data and analytics – this includes increasing the capacity to share data among local law enforcement agencies, identifying and understanding high-risk populations, and reducing and preventing crime through improvements in technology.
- Enhancing services involving youth to focus on investigating and preventing crimes committed by juveniles – this includes increasing the presence of School Resource Deputies and the recent creation of a Department of Youth Services within LCSO.
- Continuing to build the relationship between LCSO and the community, including the Sheriff’s “ALLin” Initiative to encourage communitywide participation in helping to reduce crime. LCSO is also planning to enhance community outreach, create a Citizen Advisory Committee by 2018, and increase participation in neighborhood watch programs.
- Implementing new programs to address and reduce incarceration and recidivism, including an increased focus on treatment particularly for individuals with mental health needs.
- Including a request for 12 additional positions in the Sheriff’s FY 2018 budget request to support these and other LCSO initiatives.

Tallahassee Police Department:

At the Tallahassee City Commission’s June 28, 2017 meeting, TPD Chief Mike DeLeo presented a report to the City Commission summarizing TPD’s ongoing efforts and new initiatives to address violent and property crimes. The full City Commission agenda item is included as Attachment #5 to this workshop, and Chief DeLeo will also be in attendance at the September 12 workshop to provide additional information. Some of TPD’s activities and initiatives addressing local crime include:

- Increasing staffing from 355 sworn officers in FY 2014 to 410 projected for FY 2018.
- Addressing known “hot spots” in the community through strategies including the creation of a Juvenile Services Unit to address crimes committed by juveniles and gang-related activity, deploying additional resources to high-crime areas, and enhancing community policing efforts including designating 15 “Liaison Officers” to address known issues in designated neighborhoods.

- Creating a High Risk Offenders Bureau which, in part, seeks to connect individuals determined to be at high risk of committing violent crimes with resources and services including employment assistance, substance abuse and mental health counseling, and other services.
- Within the High Risk Offenders Bureau, creating a Violent Crimes Response Team to reduce gun violence.
- Enhancing TPD's crime analysis capabilities.
- Jointly establishing a Property Crimes Task Force with LCSO, as described earlier in this item.
- Assigning additional staff to increase and enhance auto theft investigations.

Campus Law Enforcement Agencies:

As discussed earlier in this item, FSUPD, FAMUPD, and TCCPD are required by the federal Clery Act to report crimes that occur within the geographical boundaries of an institution of higher education. The Clery Act requires colleges and universities that receive federal funding to disseminate a public annual security report to employees and students every October 1. This report must include statistics of campus crime for the preceding three calendar years, plus details about efforts taken to improve campus safety. The most recent Annual Security Reports from FSUPD, FAMUPD, and TCCPD are included as Attachments #6, #7, and #8, respectively, to this workshop item.

Campus law enforcement agencies partner with LCSO and TPD to address various types of crime that occur on campus and to identify solutions to make campus communities safer. Most crimes occurring on college and university campuses are property crimes such as larceny and motor vehicle theft (including scooters, golf carts, and other smaller vehicles). However, violent crimes including sexual assault, robbery, and aggravated assault can and do occur, and campus law enforcement agencies provide information and crime prevention programs throughout the year to raise awareness among the campus communities and reduce the incidence of all types of crimes. During student orientations and throughout the year, students and parents are provided information on police services, property safety, hazing, personal safety and sexual assault prevention. Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis during the year by campus law enforcement agencies and other on-campus groups. These programs address such topics as theft, personal safety, identity theft, relationship and domestic violence, cyber-stalking and stalking, bias based crimes, traffic safety, sexual assault and other crime avoidance topics. Campus law enforcement agencies also utilize campus "climate surveys," which are anonymous surveys that gauge the "climate" on campus surrounding sexual violence and harassment. The results of these surveys are used to assist campus law enforcement agencies in continually enhancing the information, programs, and services offered to reduce and prevent crime.

To improve communication and outreach with student, faculty, staff, and visitors, FSUPD also launched the SeminoleSAFE mobile app in 2016. The app allows users to receive emergency notifications from the FSU Alert system, real-time updates and information on how to respond emergency situations, information about the location of public safety resources around campus,

and other features. The app also allows users to send information to friends and law enforcement entities, such as the user's GPS location and geo-tagged photos taken from the user's phone.

Representatives from campus law enforcement agencies will attend the September 12 workshop to provide more information their respective efforts to promote public safety and address criminal activity on campus.

State Attorney:

The State Attorney is the chief prosecuting officer for the counties within the 2nd Judicial Circuit of Florida. State Attorney Jack Campbell's office serves 386,000 citizens in Leon, Franklin, Gadsden, Jefferson, Liberty, and Wakulla counties. To address known issues of crime within Leon County and throughout the 2nd Circuit, State Attorney Campbell is focused on enhancing collaboration among criminal justice stakeholders, building greater trust between the law enforcement and justice community with citizens, and encouraging the community at large to participate in preventing and reducing crime. The State Attorney is working to implement best practices in this area, including leveraging technology to enhance communications and data sharing among law enforcement, the court system, and court-related support agencies. Such a platform would create continuity of information that can be used to analyze and inform evidence-based intervention strategies. Additionally, the State Attorney supports the greater use of cameras in public places to deter criminal behavior, as well as further engaging citizens and local media to assist law enforcement in identifying and capturing offenders.

The State Attorney also supports identifying new strategies to target youth intervention. Based on his experience, determining the contributing factors to criminal behavior in the early stages and providing resources and support systems to change such behavior decreases the likelihood of future encounters with the court system. The State Attorney is currently working with all law enforcement agencies, including campus police, to restructure the adult civil citation program to create a uniform set of criteria that can be supported and applied to all non-violent offenders regardless of law enforcement jurisdiction. Of note, County staff is preparing a status report that details the new program for presentation to the Board at the September 26, 2017 meeting.

The efforts highlighted above are not an exhaustive list of activities that are being explored or are currently in use by the State Attorney. State Attorney Campbell will attend the workshop on September 12 to discuss these and other initiatives underway in his office.

Public Safety Coordinating Council:

In 2001, the Board of County Commissioners established a Public Safety Coordinating Council (PSCC) to advise the Board regarding the population status of the Leon County Detention Facility and to formulate recommendations to ensure the capacity of the facility is not exceeded. Sec. 951.26, Florida Statutes requires each Board of County Commissioners in the state of Florida to establish a PSCC. The Leon County PSCC is comprised of a County Commissioner and lead representatives from various law enforcement, judicial, and community social services agencies. The Director of the Leon County Office of Intervention & Detention Alternatives staffs the PSCC and also sits as a member.

Since its inception, the PSCC has served as the principal forum for vetting ideas regarding the inmate population status of the Leon County Detention Facility. Recommendations of the PSCC often result in significant operational or procedural modifications by the various law enforcement and criminal justice stakeholders involved in the judicial process. Accordingly, vetting such issues through the PSCC helps to ensure that resulting recommendations to the Board have the full support of all affected agencies.

The Board has consistently supported the recommendations of the PSCC and has implemented a variety of its recommendations targeted to address specific initiatives that serve justice-involved individuals or those who may be at risk. In addition to initiatives focused on managing the jail population, the PSCC has also recommended programs that seek to directly reduce the incidence of crime in the community. One example of such a program is the Leveraging Interventions For Transformations (LIFT) Program, which seeks to increase the employability of incarcerated adults and facilitate their successful transition back into the community in order to reduce the likelihood of recidivism. The program provides comprehensive assessment, vocational and life skills training, employment placement and monitoring, and wrap-around services and aims to anticipate participants' needs prior to release. Since its inception in 2010, 258 offenders have successfully completed the LIFT Program. Of those, 179 have not been re-incarcerated since their release. In addition to the LIFT Program, the PSCC has supported several other programs designed to identify and address behaviors that could lead to re-offending, including domestic violence training for youth, counseling services, basic support services for mothers-in crisis recovering from alcohol and substance drug and alcohol addicted mothers and their children, adult civil citation and job skills training for inmates preparing for release.

Conclusion:

The data and information presented in this workshop is intended to help better understand the true nature of crime in Leon County. UCR reports are key tools in analyzing crime, but for the reasons described in this workshop item, the UCR report is only one of many tools utilized by law enforcement to fully and accurately evaluate crime, trends, and patterns in our community. A closer look at the relevant data indicates that many types of crime in Leon County, including violent crimes, have decreased over the past ten years, despite growth in the overall crime rate. Geographic data shows that criminal activity is not pervasive throughout Leon County, but generally occurs in isolated areas at a higher rate. Human intelligence through community-oriented policing help law enforcement agencies to connect known high-risk offenders and detainees with resources and services designed to reduce the likelihood of recidivism.

As discussed earlier in this workshop item, there are certain characteristics of our community that, by their nature, result in higher crime rates than other communities. Because Leon County is a center of economic activity within a predominantly rural region, the County's effective daily population increases substantially. Non-resident commuters or other visitors to Leon County, whether they are victims or perpetrators of crime, have the effect of raising the reported crime rate since they are not counted in the County's permanent population. Also, our universities and colleges attract a higher proportion of young students to the community, who are more likely than other age cohorts to be involved in crimes. While these factors do yield a higher crime rate, however, they also represent assets that contribute significantly to the overall quality of life and economic vitality of our community.

Programs and strategies initiated by community public safety stakeholders in recent years fulfill a vital function in better understanding and analyzing local crime, identifying and providing treatment for high-risk offenders, and engaging the whole community to participate in reducing and preventing crime. The ongoing success of these programs and services is evidenced by the decrease in many categories of crime in recent years, but continued support is needed in order to sustain this success. The following recommendations reflect proactive steps that the Board may wish to take to continue to enhance public safety in our community by leveraging available resources in partnership with local law enforcement and criminal justice stakeholders.

Support the Sheriff's FY 2018 Budget Request

As indicated earlier in this item, the Sheriff developed a new Strategic Plan to guide the development and actions of the Leon County Sheriff's Office during the next two fiscal years. The initiatives outlined in the plan reflect targeted, proactive steps that LCSO will take to reduce and prevent crime in the community, including technology improvements, an increased focus on property crimes and crimes committed by juveniles, development of alternatives to incarceration for individuals with mental health needs, and other strategies. The Sheriff included 12 additional positions to support these and other activities in LCSO's FY 2018 budget request.

Request the PSCC to Evaluate and Recommend Strategies for the Use of Reserve Funds for Public Safety

During the July 11, 2017 meeting, the Board allocated \$87,793 to establish a reserve in the upcoming FY 2017-18 budget for public safety purposes. These are one-time funds from unencumbered fund balance carried forward from the FY 2017 budget and are not contemplated as recurring annual funds at this time. Staff recommends that the Board request the PSCC to evaluate potential uses of these funds for detention diversion and/or reducing the population of the Leon County Detention Center and provide recommendations to the Board.

Direct Staff to Prepare an Agenda Item to Consider the Use of Emergency Response Marketing Funds for Strategic Tourism Marketing

The perception of crime in our community is an important factor that affects our citizens' feelings of personal safety, and by extension, the overall quality of life in Leon County. This perception also extends to people who Leon County and its community partners seek to recruit. Our universities seek to recruit top-quality students and world-class faculty, groups such as Choose Tallahassee seek to attract retirees, and the Office of Economic Vitality in partnership with a variety of stakeholders seek to recruit businesses to expand or relocate to the County, to list only a few examples. Accordingly, continuing to promote the year-round visibility and appeal of Leon County as a preferred destination is of the highest importance to maintaining a competitive advantage in this area. During the June 20, 2017 Budget Workshop, the Board allocated \$250,000 from the Tourism Development fund balance to address Emergency Response Marketing. Such outreach and marketing efforts would ensure that Leon County continues to be a premier destination in arts, culture, sports tourism, and other areas. In response to the community's perception of and reaction to high crime rates, staff recommends using these Tourism Development funds to engage citizens, businesses, neighborhoods, and visitors so as to explore and address causes and results related to the fear of crime. To minimize the negative effects on tourism that the perception of crime may have, staff would engage local experts to develop a plan that could include community and visitor surveys, listening sessions, grassroots

coordination efforts, as well as outreach and public relations on the local and regional level. If approved, staff would present to the Board a plan of action no later than November 2017 that would promote Leon County as a safe and welcoming destination in North Florida.

Options:

1. Support the Sheriff's FY 2018 budget request.
2. Request the PSCC to evaluate and recommend strategies for the use of reserve funds for public safety.
3. Direct staff to prepare an agenda item to consider the use of Emergency Response Marketing funds for strategic tourism marketing.
4. Board direction.

Recommendation:

Options #1-3

Attachments:

1. Uniform Crime Reporting Statistics: Their Proper Use
2. Wall Street Journal Article, "Is Tallahassee Really As Plagued by Crime As New York City?" January 5, 1995
3. Heat Maps – Violent Crime and Property Crime
4. Leon County Sheriff's Office 2017 Strategic Plan
5. Tallahassee Police Department – June 28, 2017 Update to the City Commission
6. Florida State University – 2015 Annual Security Report and Fire Report
7. Florida A&M University – 2015 Annual Security & Fire Safety Report
8. Tallahassee Community College – 2016 Annual Security Report



Uniform Crime Reporting Statistics: Their Proper Use

Since 1930, participating local, county, state, tribal, and federal law enforcement agencies have voluntarily provided the nation with a reliable set of crime statistics through the Uniform Crime Reporting (UCR) Program. The FBI, which administers the program, periodically releases the crime statistics to the public.

Usefulness of UCR Data

UCR crime statistics are used in many ways and serve many purposes. They provide law enforcement with data for use in budget formulation, planning, resource allocation, assessment of police operations, etc., to help address the crime problem at various levels. Chambers of commerce and tourism agencies examine these data to see how they impact the particular geographic jurisdictions they represent. Criminal justice researchers study the nature, cause, and movement of crime over time. Legislators draft anti-crime measures using the research findings and recommendations of law enforcement administrators, planners, as well as public and private entities concerned with crime problems. The news media use the crime statistics provided by the UCR Program to inform the public about the state of crime as it compares to the national level.

Pitfalls of Ranking

UCR data are sometimes used to compile rankings of individual jurisdictions and institutions of higher learning. These incomplete analyses have often created misleading perceptions which adversely affect geographic entities and their residents. For this reason, the FBI has a long-standing policy against ranking participating law enforcement agencies on the basis of crime data alone. Despite repeated warnings against these practices, some data users continue to challenge and misunderstand this position.

Data users should not rank locales because there are many factors that cause the nature and type of crime to vary from place to place. UCR statistics include only jurisdictional population figures along with reported crime, clearance, or arrest data. Rankings ignore the uniqueness of each locale. Some factors that are known to affect the volume and type of crime occurring from place to place are:

- Population density and degree of urbanization.
- Variations in composition of the population, particularly youth concentration.
- Stability of the population with respect to residents; mobility, commuting patterns, and transient factors.
- Economic conditions, including median income, poverty level, and job availability.
- Modes of transportation and highway systems.
- Cultural factors and educational, recreational, and religious characteristics.
- Family conditions with respect to divorce and family cohesiveness.

- Climate.
- Effective strength of law enforcement agencies.
- Administrative and investigative emphases on law enforcement.
- Policies of other components of the criminal justice system (i.e., prosecutorial, judicial, correctional, and probational).
- Citizens' attitudes toward crime.
- Crime reporting practices of the citizenry.

Ranking agencies based solely on UCR data has serious implications. For example, if a user wants to measure the effectiveness of a law enforcement agency, these measurements are not available. As a substitute, a user might list UCR clearance rates, rank them by agency, and attempt to infer the effectiveness of individual law enforcement agencies. This inference is flawed because all the other measures of police effectiveness were ignored. The nature of the offenses that were cleared must be considered as those cleared may not have been the most serious, like murder or rape. The agency's clearances may or may not result in conviction, the ultimate goal. The agency may make many arrests for Part II offenses, like drug abuse violations, which demonstrate police activity but are not considered in the clearance rate. The agency's available resources are also critical to successful operation, so its rate of officers to population and budget should be considered. The UCR clearance rate was simply not designed to provide a complete assessment of law enforcement effectiveness. In order to obtain a valid picture of an agency's effectiveness, data users must consider an agency's emphases and resources; and its crime, clearance, and arrest rates; along with other appropriate factors.

Because of concern regarding the proper use of UCR data, the FBI has the following policies:

- The FBI does not analyze, interpret, or publish crime statistics based solely on a single-dimension interagency ranking.
- The FBI does not provide agency-based crime statistics to data users in a ranked format.
- When providing/using agency-oriented statistics, the FBI cautions and, in fact, strongly discourages, data users against using rankings to evaluate locales or the effectiveness of their law enforcement agencies.

Promoting Responsible Crime Analysis

For more information about the UCR Program, visit <https://ucr.fbi.gov>. For web assistance, please contact the FBI's Crime Statistics Management Unit at (304) 625-4830.

May 2017

WALL STREET JOURNAL

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Apples & Oranges

Is Tallahassee Really As Plagued by Crime As New York City?

Widely Used Statistics Belie
Key Variations in Risks
Facing Cities' Residents

Murder vs. Stolen Mailboxes

By AMANDA BENNETT

Staff Reporter of THE WALL STREET JOURNAL
TALLAHASSEE, Fla. — This is the tale
of crime in two cities.

One is this sleepy state capital where
many residents have long left doors un-
locked and moved about at night without
fear. The other is New York City, the gritty
metropolis whose reputation for mean
streets is world-wide and decades old.

When Mark Hohmeister moved here
from the New York area 2½ years ago, he
left fear behind. Back in midtown Manhat-
tan, he and his colleagues who quit work
after midnight would walk to their cars
only in groups. Here in Tallahassee, late
hours don't faze him. "This is the first
place I've lived where when I walk out the
door I don't look both ways," says the night
city editor of the Tallahassee Democrat.

The only problem? Tallahassee isn't
the safer city—at least not according to the
Federal Bureau of Investigation, whose
Uniform Crime Reports say the rate of
serious crime here is nearly 80% higher
than in New York.

Dangerous Places

In Tallahassee, the FBI says, Mr. Hoh-
meister is more than twice as likely to have
his home broken into or his wallet or
bicycle stolen. According to the FBI, resi-
dents of the two cities are equally likely to
have their cars stolen, but Tallahasseeans
are nearly 60% more likely to be assaulted
and almost three times as likely to be
raped.

Only in murder and robbery do New
York lead. Indeed, basing its research
partly on the FBI figures, one popular
guide ranks Tallahassee as the third most
dangerous of the 343 cities it covers—about
the same as the two worse cities, New York
and Miami.

Law-enforcement officials with experi-
ence in both Tallahassee and New York
scoff at the comparison. "I don't believe
it," says Robert Young, a retired New York
City police officer who now does desk work
for the Tallahassee Police Department. Gil
Claus, his former partner who also works
with the police here now, adds that point-
ing a gun at a suspect is a memorable event
for Tallahassee police, whereas he drew
his gun "every day" when he worked
undercover in New York. "I feel much
safer here," he adds.

So how can the fear and the figures
diverge so widely? The answer appears to
be that, for all their seeming authority,
crime figures are not crime facts.

Skewing the Rates

A close look at the crime behind the
statistics in both Tallahassee and New
York shows how seemingly minor factors
such as weather, police practices, resi-
dents' safety habits and even the presence
of students can all skew crime rates up or
down.

Moreover, for residents of big cities like
New York, the comparison paints a sad
picture of the numbing effects of crime
itself, as a city battered for years by
robberies, burglaries and muggings comes
to accept that a certain level of crime is
inevitable, and not worth reporting to the
police.

It is the FBI's index of seven serious
crimes — murder, rape, robbery, aggra-
vated assault, burglary, larceny and mo-
tor-vehicle theft—that becomes known as a
city's "crime rate." Thus, in 1993, New
York City's 600,346 reported crimes, over a
population of 7.3 million, gave it a crime
rate of 82 crimes per 1,000 people; with
Tallahassee's population of 132,252, the
city's 19,426 crimes yielded a much higher
rate of 147 crimes per thousand.

What Gets Reported

The FBI data are the most widely cited
crime figures in the country, used by

population of 1.3 million, gave it a crime rate of 82 crimes per 1,000 people; with Tallahassee's population of 132,252, the city's 19,426 crimes yielded a much higher rate of 147 crimes per thousand.

What Gets Reported

The FBI data are the most widely cited crime figures in the country, used by academics, journalists, politicians and police departments. But the FBI counts only crimes reported to the police — just a fraction of actual crime. The Justice Department, which surveys victims themselves, concludes that nearly two-thirds of all crime goes unreported nationally. Thus, even a small difference in willingness to report crimes can have a big effect on the "crime rate."

Tallahassee's larceny rate, for example, of more than 80 thefts per 1,000 people is a major factor pushing up the city's overall crime standing. With only 32 such incidents per thousand, New Yorkers at first blush seem far safer from larceny, which is theft with no threat of violence.

Consider, however, the contrasting experiences of Traci Hayes and Lucille Hartmann. Last month, Mrs. Hayes, a home-health-care nurse in Tallahassee, discovered that her car had been burglarized while she visited a patient. The damage was relatively minor: The sun roof and door of her Honda Civic were damaged and a \$10 bill was stolen. She reported the crime because she wanted to be reimbursed by her insurance.

Mrs. Hartmann, a community worker in the New York City borough of Queens, also reported to police the first time her car was broken into and a radio stolen, back in 1989. She reported a second break-in, too. And the third and the fourth.

After a while, she says, she stopped reporting break-ins either to the police or

Please Turn to Page A16, Column 4

Apples & Oranges: Rates of Crime in Tallahassee And New York Aren't as Similar as Data Suggest

Continued From First Page
to her insurance company. "It got to the point where I would just go in on my lunch hour and say, 'I need to get my window repaired.'" When would-be thieves bent back the door of her Hyundai with a crowbar, she simply got her son to bend it back. Over a period of several years, she reported fewer than half of about a dozen such crimes. The unreported incidents never became part of the statistics.

Reports Are Discouraged

"Crime statistics generally stink," says Gary Kleck, a professor of criminology and criminal justice at Florida State University in Tallahassee. "Whatever drives the crime rate to be high also produces an overwhelming result: 'Why should I bother the police? There are so many crimes that my crime looks petty compared with everyone else's experience.'"

In New York, residents also say the police, overwhelmed by the sheer volume of crime, have long tacitly discouraged some kinds of reporting. When Robert Strohmeier, a lighting designer in New York, discovered his car had been broken into a few years back, he flagged down a passing patrol car. "Where did you park the car?" he recalls the policeman asking. "On Riverside Drive," Mr. Strohmeier answered, citing a poorly lit boulevard on Manhattan's Upper West Side. "Well, don't park there any more," he says the policeman answered before driving off.

Last November, Fathalla Nasr, an employee of a Shell station in the borough of Brooklyn, phoned the police to say he had copied down the license number of a car that had sped off without paying for gas. "So what?" he says the officer responded. "I'm sorry, but there is nothing we can do." Mr. Nasr says no report of the theft was made.

For years, police in New York considered taking reports on minor crimes to be "a kind of a nuisance," a department spokesman agrees. But the spokesman maintains that over the past year, a new mayor and a new police commissioner have begun to change that.

In Tallahassee, by contrast, residents and police appear to be swelling the crime rate with reports of offenses many New Yorkers have come to believe too trivial even to mention. Last month, when Jimmy Phillips caught a shoplifter with a \$1.85 pack of Marlboro cigarettes at Harvey's, a big grocery store, he held the man until the police arrived. They arrested the suspect and filed a detailed report on the theft.

"Small or big, if it don't belong to them, I should protect the store and recover the merchandise," says Mr. Phillips, who is in charge of security.

Criminologists say that the easier it is to report a crime and to get the police interested in it, the more crime will be reported. Police in Tallahassee are routinely dispatched to take reports of even minor crimes. When Rose Zongker discovered her mailbox stolen from her elegant northeastern Tallahassee residence last month, she had no hesitation about reporting it. A police car arrived within the hour, searched her wooded yard, wrote up a detailed report and gave her some safety tips. "They were lovely," she says.

Although telephone reports are supposed to be permitted in New York, the policy is often honored in the breach. When Jeff Sovern, a law professor at St. John's University in Queens, was robbed at gunpoint last November, he tried to phone in the complaint to the police. He called three times; three times, he says, he was told he would need to appear in person to report the crime in the precinct where it occurred.

Two Kinds of Car Theft

After a critical letter that Mr. Sovern wrote appeared in the New York Times, several police officials phoned to apologize and to take the report. Still, he says, "If I hadn't written the letter, they wouldn't have made a fuss over me."

Later, when a reporter phoned a dozen New York precincts asking how to report a

purse-snatching, seven said they would either send a car or take the information by phone; the other five insisted the report be made in person.

But crime rates don't just obscure differences in reporting rates; they sometimes treat as identical crimes that turn out to be anything but. The Justice Department study shows that motor-vehicle theft is well documented, with 92% of successful thefts reported. FBI figures show that in both cities, about 15 cars are stolen per 1,000 residents.

Why, then, does Allstate Insurance Co. charge only \$109 a year to insure a Ford Taurus against theft and vandalism in Tallahassee and \$455 to \$879 a year for the same coverage in New York City, depending on the specific location?

One reason appears to be that the majority of stolen cars in Tallahassee are used by joy riders; more than 60% are recovered. "I got it back in 24 hours," says Elizabeth Willis, a lawyer for the state of Florida whose 1984 Oldsmobile was stolen last summer. "The police found it parked in the middle of an intersection with the doors open, one of the tires slashed, the lights on and the motor running."

College Crime

In New York, by contrast, most cars wind up in chop shops, sold for parts. Only about one-quarter of cars stolen in New York were recovered last year.

Tallahassee's three major colleges also affect crime statistics. When the nearly 50,000 students are in residence, the city's population swells by almost 40%. Experts say that students are disproportionately victims of crimes, especially larceny, because students tend to be less wary.

"They are not real good at guarding their stuff," says Alan Lizotte, a professor of criminal justice at the School of Criminal Justice at the State University of New York at Albany. "Nowadays they have a little refrigerator, a laptop computer, a Sony. That translates into lots of stuff being stolen." He says that in New York similar incidents among the city's 500,000-plus college students get swallowed up in the volume of reports from the city's larger population.

Prof. Lizotte, who is executive director of a consortium that monitors crime on 550 college campuses, adds that students are also more likely to be perpetrators of crime. This helps explain why Tallahassee's aggravated-assault rate of 13.3 per 1,000 is so much higher than New York's rate of 8.5 per 1,000.

"What is the prime factor in determining aggravated assaults?" he asks. "It's testosterone. You have a lot of college-age males who are getting drunk and having fistfights." Such activities, while driving up crime rates in Tallahassee and other seemingly idyllic college towns, typically don't contribute to the general population's sense of fearfulness.

Rape Reports Increase

Rape, too, disproportionately follows students, both because they are more likely to be victims and because they are more likely to report the offense when it occurs. What's more, when rape gets easier to report, rape figures jump. From the mid-to-late 1980s, reported rapes in Tallahassee rose nearly three times faster than overall crime. One possible reason: The city launched an aggressive campaign against sex crimes.

In some respects, however, Tallahassee may in fact attract crime in ways that New York doesn't. New York, for example, gets a partial holiday from most kinds of crime when the weather gets cold. Not so in Tallahassee, where a milder climate means that crime levels stay more even all year round.

"It's an old police saying: 'Weather is God's policeman,'" says Alice McQuillan, whose father was a policeman and who is, herself, a crime reporter at New York's Daily News.

What's more, savvy New Yorkers appear to be keeping some other kinds of crime rates down only at a lifestyle price that Tallahasseeans don't seem ready yet

to pay. On a busy shopping weekend at the Tallahassee Mall, about half the doors of 30 parked cars were unlocked. Wrapped packages, jackets, cassette tapes — even cellular phones — were clearly visible in both locked and unlocked cars. In the parking garage at King's Mall in Brooklyn, only three of 30 cars were unlocked; except for baby seats, one set of clothing hanging in a dry-cleaning bag and one cassette tape, the cars were empty.

'Nothing in the Car'

None of the cars within sight of the street in a neighborhood near Florida State University had visible antitheft devices; in a neighborhood near Columbia University in Manhattan, more than half the cars on one street sported such devices, which disable the steering wheel. Many also had plaintive signs in their windows, addressed to potential thieves: "Nothing in the Car!" read one. "Everything Already Stolen," lamented another.

Gasoline stations in New York often hold down thefts by requiring payment in advance. Not so in Tallahassee. "When they leave with their tires smoking, you know you've lost one," says Art Sivilla, an employee at a BP station at a busy downtown intersection. "We call the police two or three times a month."

When Jeanne Ruddy, a faculty member at the Juilliard School and at the Alvin Ailey American Dance Center in New York, hosted a visitor from Tallahassee, "I told him all the things we got told to do: Walk on the outside of the sidewalk; don't make eye contact; if someone comes up to you demanding money, if you have something fairly easy to give, I would give them that to appease them."

"Mugger's money!" hoots her former guest, Mark Wallheiser, a Tallahassee photographer. "People in Tallahassee don't carry mugger's money. That's just ludicrous for us here—ludicrous."

Though the two-city comparison helps explain why Florida's capital feels so much safer than New York, many small cities such as Tallahassee aren't nearly as cozy as they once were.

In Tallahassee, while the crime rate has dropped slightly in the last two years, it is still 55% higher than it was in 1985. Police cite the influx of crack cocaine and other drugs in the mid-1980s.

As a result, people find their behavior gradually changing. Nancy MacDonnell never locked her back gate until her house was burglarized a few months ago. She now does. She thought Tallahassee was a safe place. Now she wonders. "Once you're a victim, you think it can happen again."

Killing Grounds

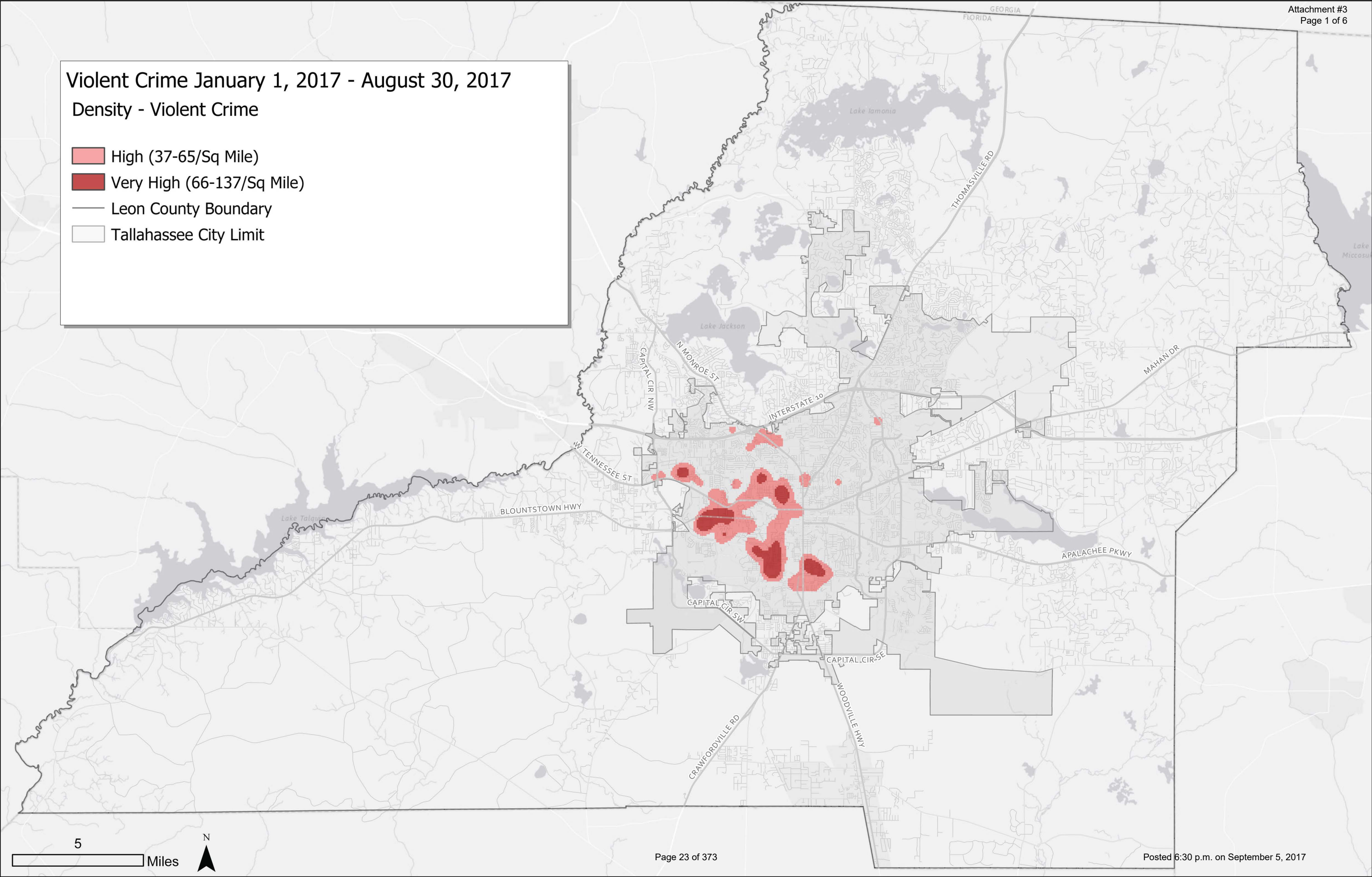
Nonetheless, there's no doubt that New York is much more dangerous than Tallahassee when it comes to the most serious of all crimes: murder.

Tallahassee's nine murders in 1993 left plenty of room for news of lesser crime. New York's 1,946 murders overwhelmed even the four daily newspapers, several local television stations and the three national networks headquartered in the city. "If we covered every murder, there would be hardly any room in the paper for it," says the Daily News's Ms. McQuillan.

Experts say that even though violent crimes touch very few lives, they are key in people's sense of safety. "Do larcenies make people fearful of crime?" asks Prof. Lizotte. "Probably not. Does homicide make people fearful? Definitely."

Violent Crime January 1, 2017 - August 30, 2017
Density - Violent Crime

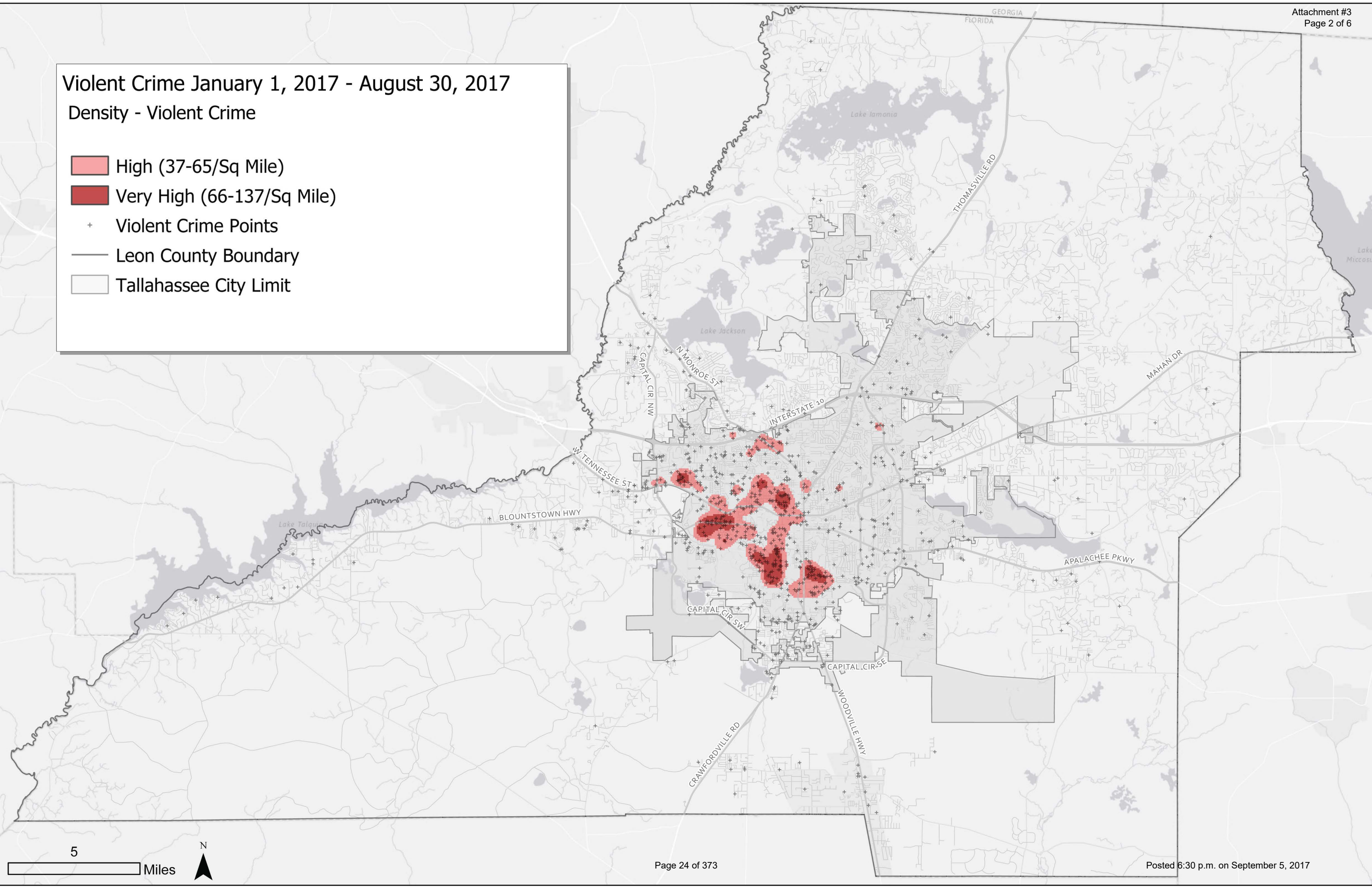
- High (37-65/Sq Mile)
- Very High (66-137/Sq Mile)
- Leon County Boundary
- Tallahassee City Limit



Violent Crime January 1, 2017 - August 30, 2017

Density - Violent Crime

- High (37-65/Sq Mile)
- Very High (66-137/Sq Mile)
- + Violent Crime Points
- Leon County Boundary
- Tallahassee City Limit



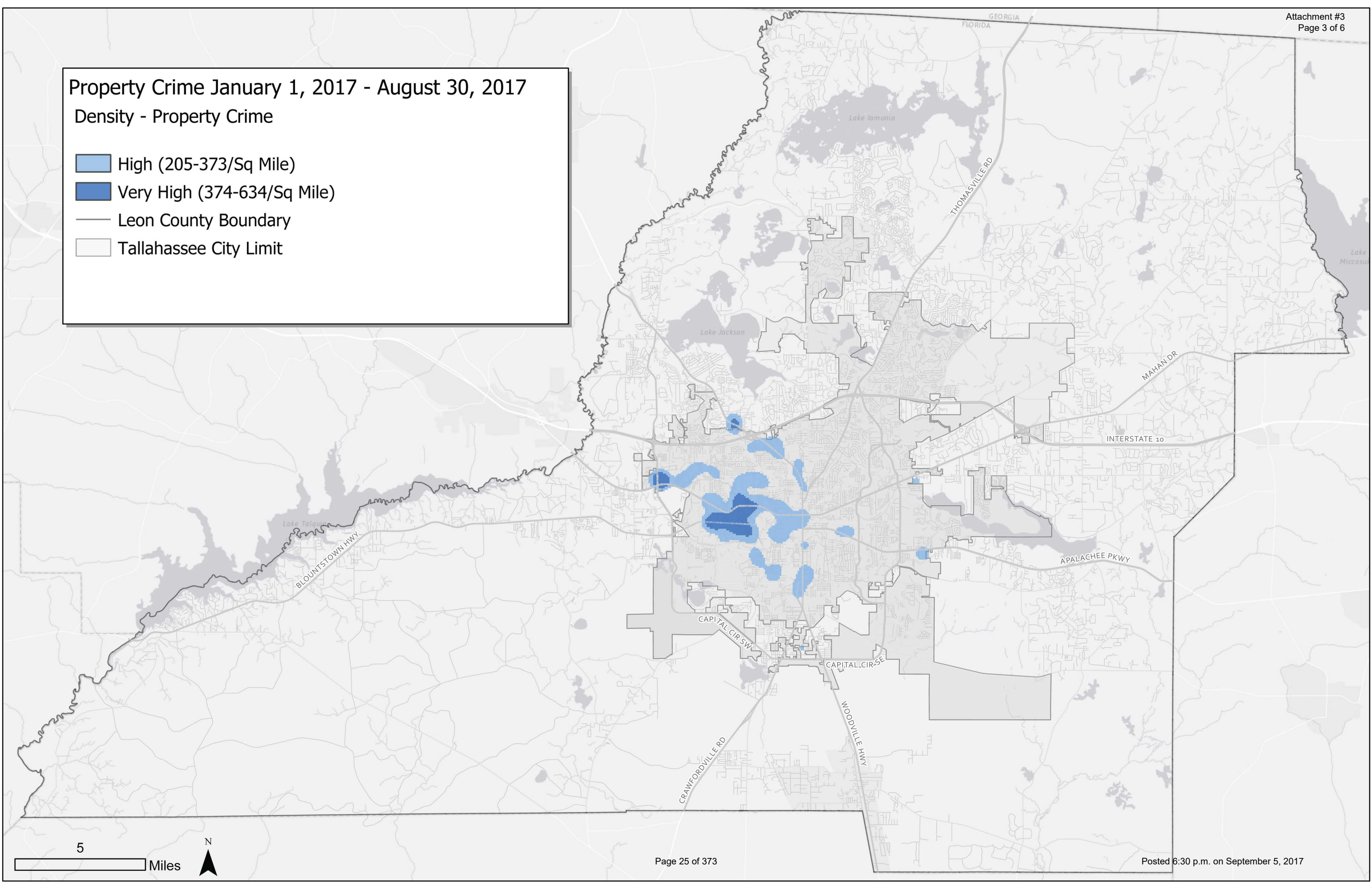
5
Miles



Property Crime January 1, 2017 - August 30, 2017

Density - Property Crime

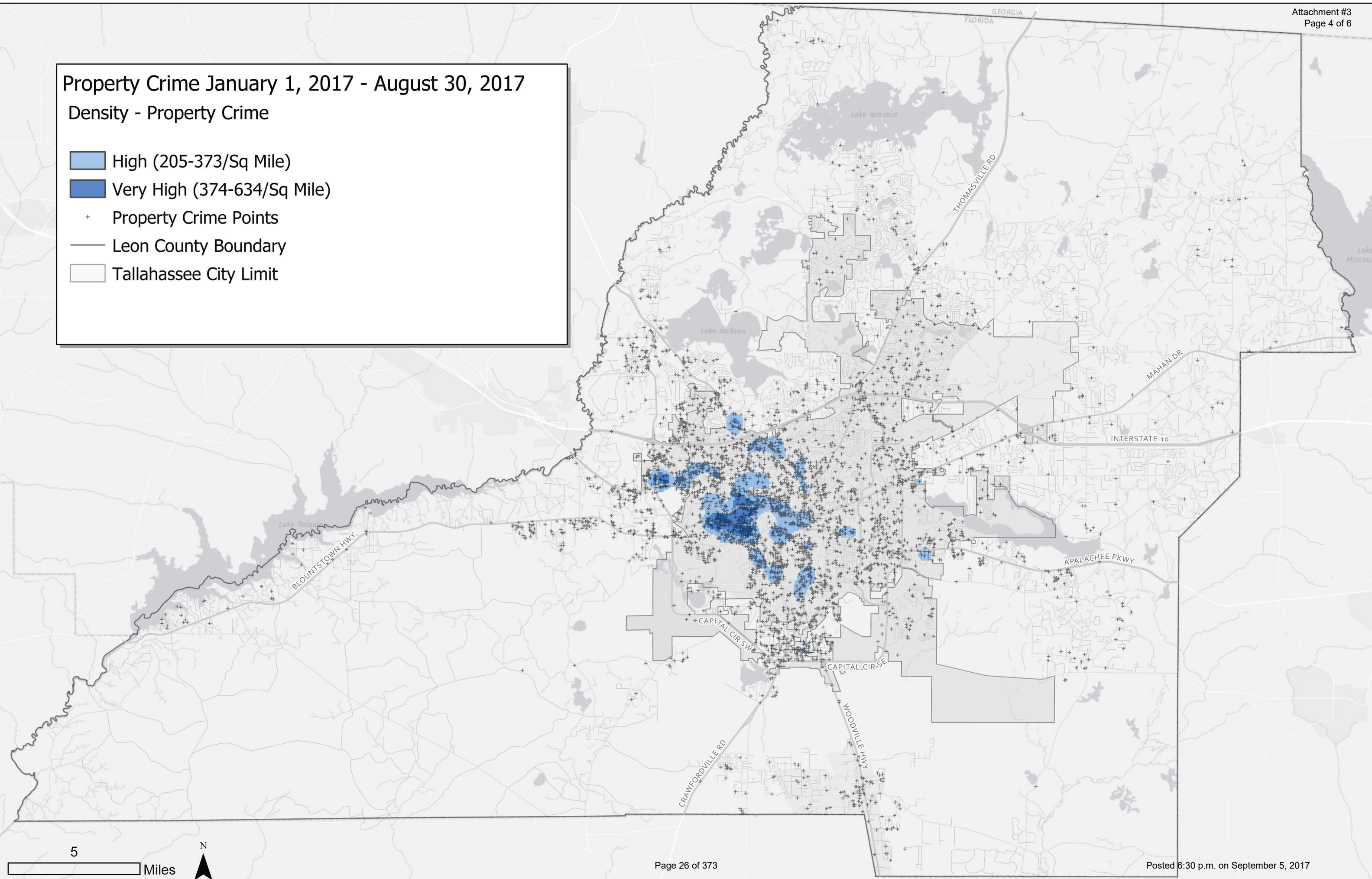
- High (205-373/Sq Mile)
- Very High (374-634/Sq Mile)
- Leon County Boundary
- Tallahassee City Limit

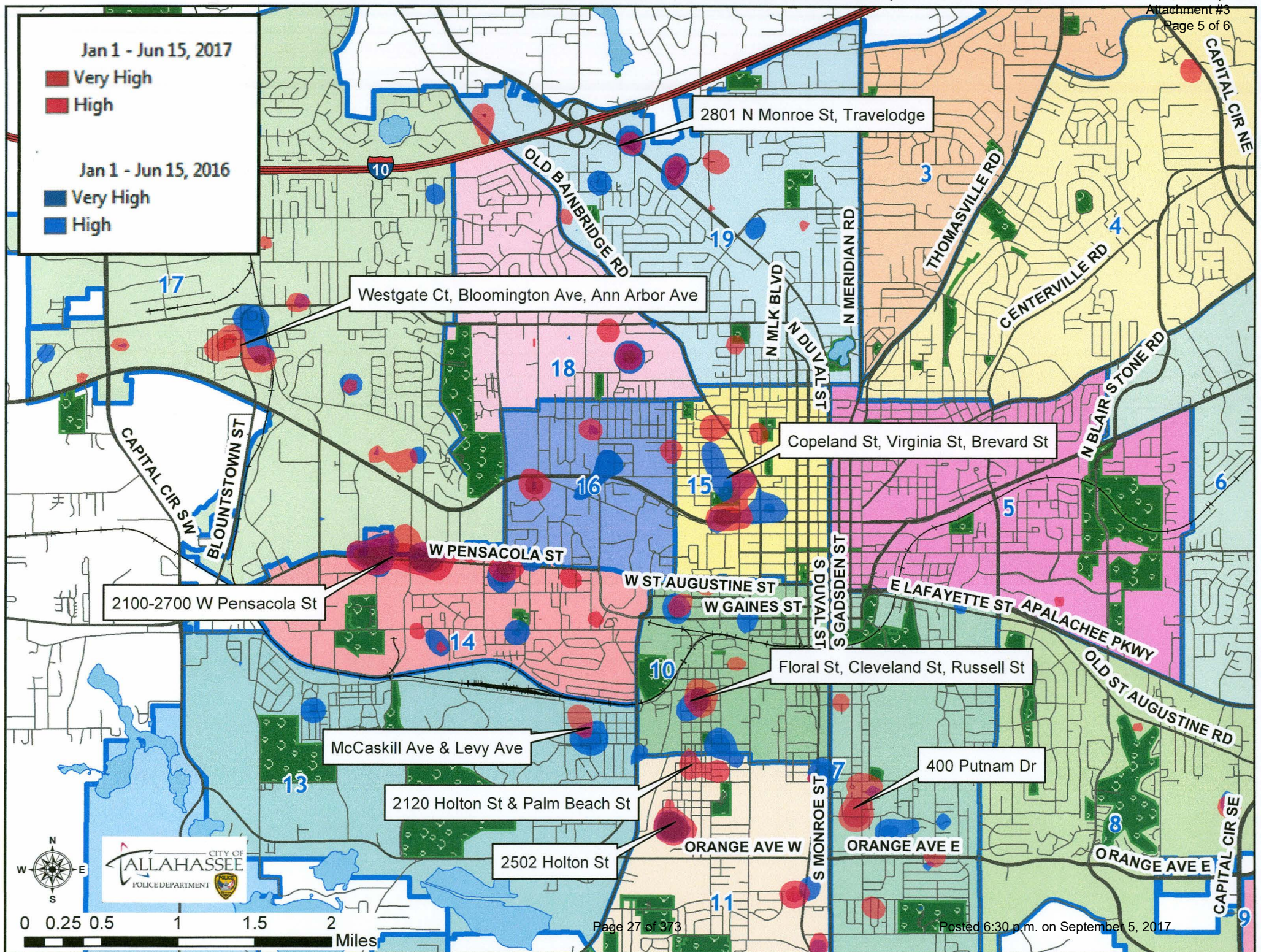


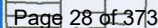
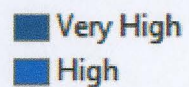
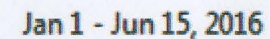
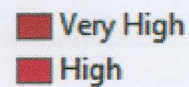
Property Crime January 1, 2017 - August 30, 2017

Density - Property Crime

- High (205-373/Sq Mile)
- Very High (374-634/Sq Mile)
- + Property Crime Points
- Leon County Boundary
- Tallahassee City Limit







Leon County Sheriff's Office

Sheriff Walt McNeil

2017 *Strategic Plan*



ALLin

www.leoncountysos.com

MESSAGE from the SHERIFF

I am pleased to present the Leon County Sheriff's Office strategic plan for the fiscal year 2017 and 2018. This is a plan that also includes our organization's renewed statement of vision, mission, and values.

As a child growing up in the 1960's, I can remember the words of President John F. Kennedy when he said, "Ask not what your country can do for you; ask what you can do for your country." The attitude of service has become and continues to be the hallmark of the Leon County Sheriff's Office. The employees embrace the notion of serving the citizens of Leon County. Moreover, I have found it equally encouraging, that the people of Leon County embrace the men and women of the Leon County Sheriff's Office. This professional relationship is the result of an ongoing commitment to transparency and excellence by the full understanding of the sacrifices that our members make each day, in an effort to keep our community safe.



Our business owners, residents and both city and county government leaders are working alongside, we the members of the Leon County Sheriff's Office, to make Leon County the best place to live in the state of Florida. Ensuring that our county is safe, desirable, accessible and offers a great quality of life, are essentially the goals of this plan.

The plan initially came together as the continuation of the January 16, 2017 transition report and has evolved into our final strategic plan.

The plan captures the Leon County Sheriff's Office efforts to enhance our quality of life by reducing crime and the fear of crime. Our aim is to provide the higher level of service by partnering with our community to prevent, investigate, solve crime, and work to be the best law enforcement agency in the country. In that effort, we will seek national accreditation.

Our goals, as outlined in this plan are centered on the following eight (8) areas of professional service delivery:

- (1) Law Enforcement and Crime Reduction
- (2) Enhancing Quality of Life Concerns
- (3) Harnessing the Power of Technology
- (4) Coordination of Investigations
- (5) Youth Services
- (6) Organizational Excellence and Retaining a Quality Workforce
- (7) Correction
- (8) Judicial Services

This plan provides a road map to help guide the development and direction of the Leon County Sheriff's Office for fiscal years 2017 and 2018.

















We remain humbled by the opportunity to serve the people of this great county. I believe I speak for every member of this office when I say, "We are dedicated to doing everything we can to keep our community safe."

Sincerely,

A handwritten signature in black ink that reads "Walt McNeil".

Walt McNeil
Sheriff of Leon County

TABLE of CONTENTS

LCSO at a Glance	3
Organizational Chart	4
Mission & Vision Statement	5
Values	6
Strategic Planning Process	7-9
Accreditation	10
 Initiative 1	12
 Goals 1-7	13-20
 Initiative 2	21
 Goals 1-4	22-26
 Initiative 3	27
 Goals 1-9	28-37
 Initiative 4	38
 Goals 1-2	39-41
 Initiative 5	42
 Goals 1-3	43-46
 Initiative 6	47
 Goals 1-3	48-53
 Initiative 7	54
 Goals 1-6	55-61
 Initiative 8	62
 Goals 1-4	63-67

LCSO *at a GLANCE*

Florida's first Constitution, adopted in 1845 when Florida joined the Union, created the office of Sheriff as an elected official in each county. Since 1825, twenty-eight Sheriff's have served the citizens of Leon County. On January 3rd, 2017, Sheriff Walter A. McNeil was sworn in as the twenty-eighth Sheriff of Leon County.

260

sworn law enforcement officers

235

Correctional Officers

211

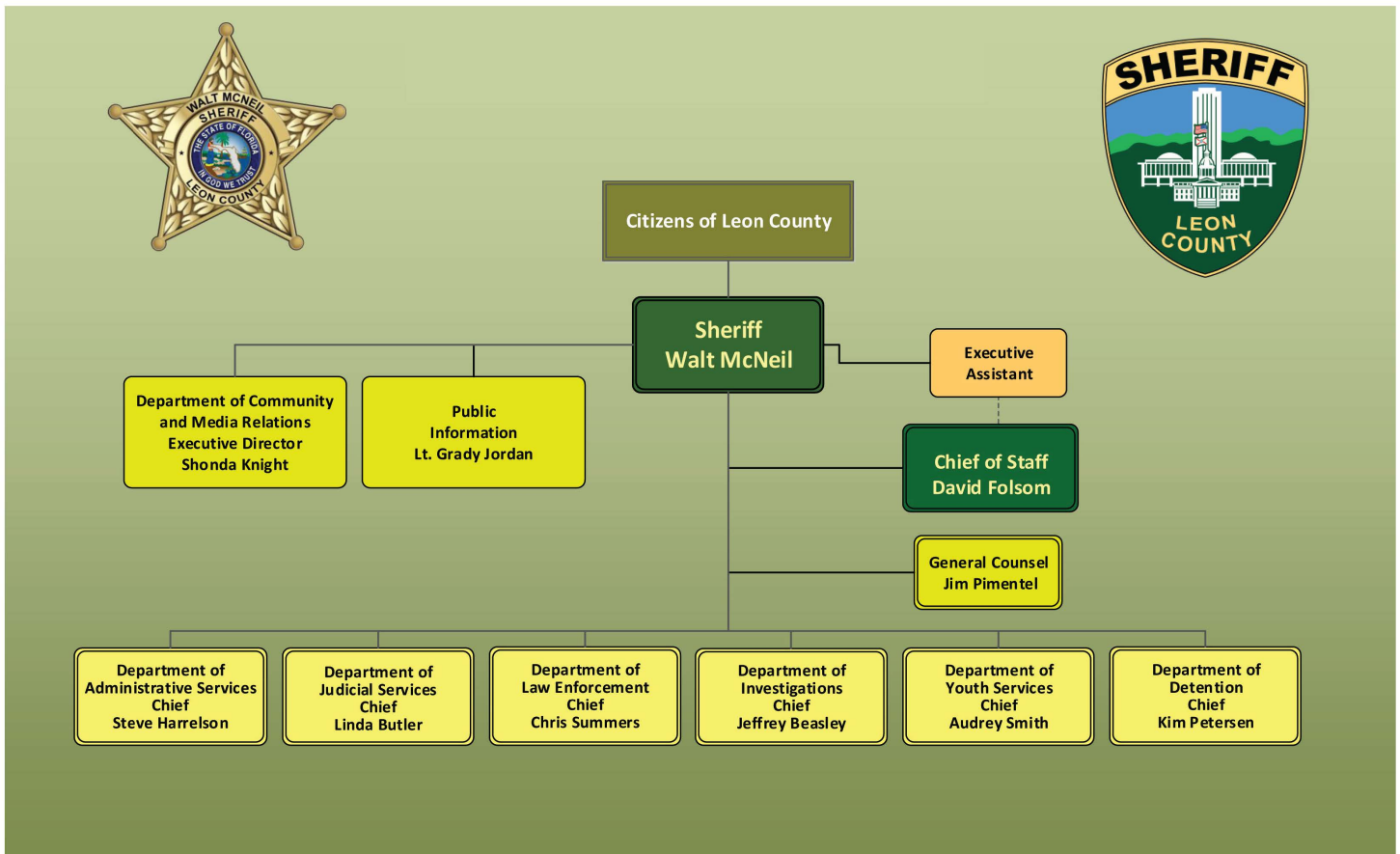
Civilian employees

Active volunteers

27



Leon County Sheriff's Office Main Organizational Chart



Command Staff - Left to Right: Joe McCabe, Chief Audrey Smith, Chief Jeff Beasley, Chief Steven Harrelson, Chief David Folsom, Sheriff Walt McNeil, Chief Christopher Summers, Chief Linda Butler, Lieutenant Grady Jordan, James Pimentel, Shonda Knight
Not pictured: Chief Kimberly Petersen

MISSION & VISION STATEMENT

Vision

United in a spirit of teamwork, we are committed to being law enforcement's benchmark for excellence by providing World Class public safety and community services to the people of Leon County, while maintaining respect for individual rights and human dignity.

Mission

The mission of the Leon County Sheriff's Office is to safeguard the lives and property of the people we serve, to reduce the incidence and fear of crime, and to enhance public safety by working in partnership with our diverse community.

Values

Honesty & Integrity

The members of the Leon County Sheriff's Office will be truthful and trustworthy at all times, and in all places. Our commitment is to the highest level of standards as measured by the policing profession, the Law Enforcement Canon of Ethics, and standing up for one's belief.

Accountability

Each member will be responsible for his or her actions, not only to our fellow members, but to the community we serve. The community is our customer and we will strive to meet their expectations for quality service.

Teamwork

We are committed to the spirit of cooperation and will maintain our partnership with the community. We will never knowingly let a member of our team fail.

Trust & Respect

Our actions serve to enhance the public's trust and respect for the Sheriff's Office. We will strive to safeguard that trust and pledge to protect the rights of all citizens we serve.

Commitment to Excellence

We are dedicated to achieving the vision, mission, and goals of this Office. We will always strive to do our best and continuously improve to achieve our goals.

Strategic Planning Process

Sheriff McNeil, upon entering office, directed that an evaluation, review, and analysis of the practiced business model, resource availability, current staffing, crime trends, and community with respect to the Strengths, Weaknesses, Opportunities, and Threats (SWOT). This analysis sought to provide a focus for purpose of creating a strategic plan that guides the direction of the Leon County Sheriff's Office in providing effective public safety.

Step 1: SWOT

The strategic planning process utilized by the Leon County Sheriff's Office began with a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis. A series of staff meetings with representatives from each department and the community were conducted throughout the various departments.

The SWOT analysis allowed the Sheriff's Office to review the issues it is currently facing and identify the strengths and opportunities it can take advantage of to accomplish its mission and goals. This information gathered was an instrumental tool in the development of the Leon County Sheriff's Office's goals and objectives, as well as the overall strategic plan.

Step 2: Mid-Year Review and Assessment

In April 2017, the Strategic Planning Committee reviewed the progress made toward the goals and objectives. A mid-year review will be compiled into a working document and distributed among command and senior staff for their review. The mid-year review will provide sheriff's office staff with an understanding of the implementation of the agency's goals and objectives. In addition to the mid-year review, the Strategic Planning Committee will gather information and data throughout the year to assess trends affecting the agency. This information will be compiled, along with the mid-year review and the various SWOT analyses, to assist in a Command and Senior Staff Retreat.

Step 3: Retreat

A retreat was held over three days in March and April of 2017 in which members of Command and Senior staff (Department Chiefs, Captains, Lieutenants, Sergeants, civilian equivalents, and citizens from various sectors of the community) attended. The retreat was coordinated and moderated by a moderator and Sheriff McNeil. The objectives of the retreat that were discussed included pertinent issues affecting the Office of Sheriff, as well as develop preliminary goals and objectives for the next three years. Small group discussions lead to larger group discussions regarding interagency practices, as well as external factors and issues that had the potential to affect the ability of the Office of Sheriff to deliver services.

Step 4: Goal Development, Review, and Adoption

Based on the information obtained from the Command and Senior Staff Retreat, the agency goals and objectives were developed and submitted to executive staff for their review and approval.

Ownership was assigned for each goal in order to ensure progress will be made in attaining all goals and objectives during the FY2018-2020 period. Agency goals were finalized by May 1, 2017. Each department and division will be able to formulate more specific goals in support of the agency goals. Department and division goals will be analyzed and amendments completed by December 31st of each year. Agency goals will be posted on the Leon County Sheriff's Office Intranet and Web sites in order for all agency members and the community to readily access them.

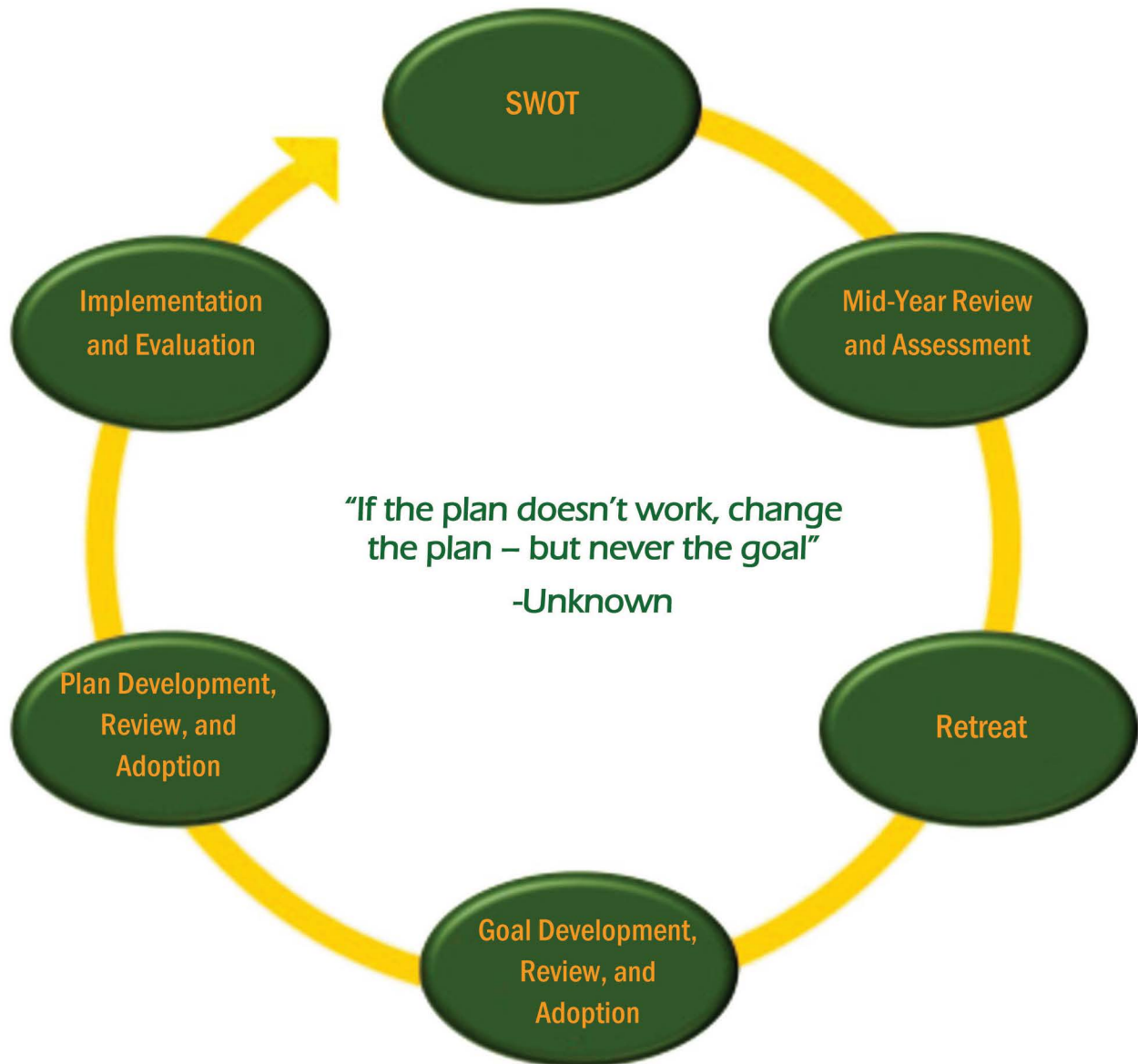
Step 5: Strategic Plan Development, Review, and Adoption

Following the adoption of the goals and objectives of the Sheriff's Office, the strategic plan was developed. Prior to publication, the document was provided to executive staff for their review and approval. Comments, suggestions, and additional feedback were received and presented.

Consequently, each year, the Leon County Board of County Commissioners will be provided the strategic plan, along with the budget submission. The strategic plan and budget can be accessed by the public via the Sheriff's Office website and agency members can also access these through the agency's Intranet.

Step 6: Implementation and Evaluation

Implementation will be a crucial step in the planning process. In order for the agency to progress, the strategies devised to achieve the goals and objectives must be efficiently and effectively employed. In 2018, the Leon County Sheriff's Office will evaluate the agency's closely aligned goals and objectives with the vision statement in addition to a review of the measurable action items to determine LCSO's level of success in accomplishing these goals. The status of agency goals and objectives will be monitored by the Chief of Staff and reviewed during command staff meetings throughout the year. The results of these discussions are compiled by a Senior Research Analyst and published semi-annually and annually.





National Commission on Correctional Health Care

The Leon County Sheriff's Office has been Accredited by the Florida Commission of Law Enforcement Accreditation since 1997. LCSO has successfully been awarded five reaccreditation cycles, giving us the distinction of an Excelsior Recognized Agency.

The Leon County Sheriff's Office Department of the Jail has been Accredited by the Florida Corrections Accreditation Commission since 2000.

The Leon County Sheriff's Office detention facility has been Accredited by the National Commission on Correctional Health Care since 2004.



INITIATIVE 1

WORKING WITH THE COMMUNITY AND ALL LAW ENFORCEMENT PARTNERS

Public safety for the citizens of Leon County and our visitors is the number one priority of the Leon County Sheriff's Office. Working closely with our law enforcement and community partners, the Leon County Sheriff's Office is committed to making Leon County one of the safest counties in Florida. We have long recognized that as criminal methods change, law enforcement procedures and policies must stay ahead of the trends.

Through training, research, and education, the Leon County Sheriff's Office is poised to embrace advanced technology and innovations to more effectively fight crime. Thus, for 2017, we have a goal to increase our solvability rate for Part 1 crimes by 3 percent and increase traffic enforcement by 10 percent. Additional, strategies regarding crime and public safety for 2017 and 2018 are listed in initiative one of our plan.



INITIATIVE 1

Working with the community and all law enforcement partners to reduce, solve and prevent crime.

GOAL 1: *Develop and implement a plan to increase solvability rate of Uniformed Crime Report 1 Crimes by 3% by December 2017.*

GOAL 2: *Improve response capability of the Leon County Sheriff's Office Aviation Unit.*

GOAL 3: *Improve record keeping in the Canine Unit.*

GOAL 4: *Improve tactical response team training with internal and external teams.*

GOAL 5: *Increase traffic enforcement operations by 10%.*

GOAL 6: *Finance School Resource Deputies for 16 elementary schools not covered by August 2019.*

GOAL 7: *Increase partnerships with other law enforcement, governmental and private entities.*

GOAL 1

DEVELOP AND IMPLEMENT A PLAN TO INCREASE SOLVABILITY RATE OF UNIFORMED CRIME REPORT 1 CRIMES BY 3% BY DECEMBER 2017.

OBJECTIVES

Conduct an assessment of case assignment workflow to include a solvability attribute and utilization of resources.

RESPONSIBLE PARTY: *Chief of Investigations*

TIMELINE: *September 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Implement and evaluate the use of volunteers and Reserve Deputies as a resource to assist with follow-up investigative efforts of those cases with limited solvability

RESPONSIBLE PARTY: *Chief of Law Enforcement*

TIMELINE: *September 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Host a bi-weekly meeting with all area law enforcement stakeholders to work together in assigning resources together in an effort to reduce UCR Part 1 crimes.

RESPONSIBLE PARTY: *Chief of Investigations*

TIMELINE: *July 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Comparison of case clearance percentage from 2016 vs. 2017 of UCR, Part 1 crimes.

GOAL 2

IMPROVE RESPONSE CAPABILITY OF LCSO AVIATION UNIT

OBJECTIVES

Complete staff work for LCSO to sign new lease with City of Tallahassee International Airport

RESPONSIBLE PARTY: *Chief of Law Enforcement*

TIMELINE: *December 2017*

FUNDING SOURCE: *General Fund*

Review historical staffing utilization and allocation to determine need to request additional Aviation Unit staff.

RESPONSIBLE PARTY: *Chief of Law Enforcement/Aviation Lieutenant*

TIMELINE: *Mid-term, September 2018*

FUNDING SOURCE: *General Fund*

MEASURES OF SUCCESS:

A completed, signed, multi-year lease with no cost increase.

Increased number of flight hours and air assists of manpower is increased.

GOAL 3

IMPROVE RECORD KEEPING IN CANINE UNIT

OBJECTIVES

Patrol Lieutenant assigned to supervise K-9 unit will perform quarterly inspections on K-9 drugs to ensure integrity of amounts and sign-in/out process. An updated policy request will be sent to Professional Standards.

RESPONSIBLE PARTY: *Chief of Law Enforcement*

TIMELINE: *October 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Complete monthly inventory reports.

Complete K-9 drug inspection audits.

GOAL 4

IMPROVE TACTICAL RESPONSE TEAM TRAINING WITH INTERNAL AND EXTERNAL TEAMS

OBJECTIVES

Meet with team leaders from SWAT, Hostage, and Bomb Squad to coordinate joint training calendars for scenario interoperability.

RESPONSIBLE PARTY: *Chief of Law Enforcement*

TIMELINE: *complete*

FUNDING SOURCE: *Leon County Sheriff's Office*

Meet with Tallahassee Police Department Tactical Team Command to plan for two joint training opportunities annually.

RESPONSIBLE PARTY: *Chief of Law Enforcement*

TIMELINE: *October 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Increase of schedule joint training dates vs. previous schedules.

GOAL 5

INCREASE TRAFFIC ENFORCEMENT OPERATIONS BY 10%

OBJECTIVES

Develop a plan that utilizes traffic enforcement as a tool to reduce crime.

RESPONSIBLE PARTY: *Chief of Law Enforcement*

TIMELINE: *December 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Conduct traffic enforcement at location of the greatest traffic crash occurrence.

RESPONSIBLE PARTY: *Chief of Law Enforcement*

TIMELINE: *December 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Continue to educate drivers on the dangers of drinking and driving, speeding, seat belts, child restraints, etc.

RESPONSIBLE PARTY: *Chief of Law Enforcement*

TIMELINE: *December 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Identify the frequency of traffic crashes at five most dangerous locations for 2017 and compare crash frequency after 2018.

Conduct traffic enforcement in high crime areas for visibility.

GOAL 6

FINANCE SCHOOL RESOURCE DEPUTIES FOR 16 ELEMENTARY SCHOOLS NOT COVERED BY AUGUST 2019

OBJECTIVES

Research and apply for the Department of Justice COPS Grant.

RESPONSIBLE PARTY: *Chief of Youth Services*

TIMELINE: *June 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Use social media to highlight School Resource Deputy's accomplishments.

RESPONSIBLE PARTY: *Public Information Officer and Media Director*

TIMELINE: *Ongoing*

FUNDING SOURCE: *Leon County Sheriff's Office*

Expand the current School Resource Deputy's Program using contract deputies.

RESPONSIBLE PARTY: *Chief of Youth Services*

TIMELINE: *Fiscal year 2019*

FUNDING SOURCE: *Leon County Schools and Leon County Sheriff's Office*

Comprehensive comparison of other School Resource Deputy programs of similar size in the State of Florida, funding, staffing, contract, etc.

RESPONSIBLE PARTY: *Chief of Youth Services*

TIMELINE: *June 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Receipt of grant funding and additional positions (w/LCSO math dollars)

Community feedback and likes on social media.

Number positions allocated, increase in school taught programs.

Completion of comparison, improvements to School Resource Deputy program.

GOAL 7

INCREASE PARTNERSHIPS WITH OTHER LAW ENFORCEMENT, GOVERNMENTAL AND PRIVATE ENTITIES

OBJECTIVES

Establish plan for electronically sharing crime data with local and regional law enforcement agencies.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *Fiscal Year 2019*

FUNDING SOURCE: *Leon County Sheriff's Office*

Incorporate electronic youth data into crime data sharing initiative.

RESPONSIBLE PARTY: *Chief of Youth Services, Information Technology*

TIMELINE: *Fiscal Year 2019*

FUNDING SOURCE: *Leon County Sheriff's Office*

Conduct monthly meetings to share intelligence and gang-related information.

RESPONSIBLE PARTY: *Chief of Investigations*

TIMELINE: *Ongoing*

FUNDING SOURCE: *Leon County Sheriff's Office*

Create public/private partnerships to share electronic data, as appropriate with law enforcement partners.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *December 2019 or beyond*

FUNDING SOURCE: *Leon County Sheriff's Office*

Establish Memorandums of Understanding and Memorandums of Agreement as needed, for operational needs or joint operations.

RESPONSIBLE PARTY: *General Counsel*

TIMELINE: *Ongoing*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Utilize Memorandum of Understanding/Memorandum of Agreement (MOU/MOA) for directed crime impact operations.

INITIATIVE 2

IMPROVE QUALITY OF LIFE IN PARTNERSHIPS WITH THE COMMUNITY

One of the most important tools any law enforcement agency has to combat crime is the relationship between its citizens and the members sworn to enforce the law. A Citizen Advisory Committee will be organized in 2017 to provide a direct and intimate interaction between the Sheriff and citizens from a range of personal and professional demographics, to enhance shaping of methods to combat crime and secure our neighborhoods.

In 2017 the Leon County Sheriff's Office hosted or assisted 47 Neighborhood Crime Watches. As this is a proven effective means of citizen involvement to reduce crime, we will increase the number of neighborhood watch groups to 60 by December 2018.

The citizens of Leon County depend on members of the Leon County Sheriff's Office to perform critical public safety duties every day and all day, even during dangerous and inclement weather. A plan to provide for families of members during times of natural disaster will be implemented. This will enable the first responders and those responsible for keeping dangerous inmates secured at all times to continue to perform, uninterrupted.



INITIATIVE 2

Improve quality of life in partnership with the community in target districts

GOAL 1: *Enhance the relationship between community and members of the Sheriff's Office to improve public safety by December 2018.*

GOAL 2: *Create a program for employee expectations and family member housing during declared emergencies by June 2017.*

GOAL 3: *Establish a Citizen Advisory Committee to enhance the relationship between the community and members of the Sheriff's Office by December 2018.*

GOAL 4: *Enhance the relationship between the community and members of the Sheriff's Office through meetings and Neighborhood Watch efforts by December 2018.*

GOAL 1

ENHANCE THE RELATIONSHIP BETWEEN COMMUNITY AND MEMBERS OF THE SHERIFF'S OFFICE TO IMPROVE PUBLIC SAFETY BY DECEMBER 2018.

OBJECTIVES

Collaborate with business owners, financial institutions, and citizens to make use of electronic surveillance video cameras or systems.

RESPONSIBLE PARTY: *Chief of Investigations*

TIMELINE: *December 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Write a release form for the business and citizens.

RESPONSIBLE PARTY: *General Counsel*

TIMELINE: *December 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Compile and maintain a working list of surveillance video cameras or systems for investigative use.

RESPONSIBLE PARTY: *Chief of Investigations*

TIMELINE: *December 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Partnerships with business owners, financial institutions and citizens to compile electronic surveillance video camera list.

Working list of locations for electronic surveillance video cameras

GOAL 2

CREATE A PROGRAM FOR EMPLOYEE EXPECTATIONS AND FAMILY MEMBER HOUSING DURING DECLARED EMERGENCIES BY JUNE 2017.

OBJECTIVES

Meet with Leon County Schools to obtain shelter during declared emergencies.

RESPONSIBLE PARTY: *Chief of Administrative Services*

TIMELINE: *April 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Identify and evaluate three schools suitable for sheltering.

RESPONSIBLE PARTY: *Chief of Administrative Services*

TIMELINE: *April 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Consult with Leon County Emergency management on final selection of employee shelter.

RESPONSIBLE PARTY: *Chief of Administrative Services*

TIMELINE: *April 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Work with Leon County Emergency Management to complete an emergency shelter activation plan.

RESPONSIBLE PARTY: *Chief of Administrative Services*

TIMELINE: *May 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Work with General Counsel and Leon County School's legal department to create and execute joint use agreement for identifying shelter.

RESPONSIBLE PARTY: *General Counsel*

TIMELINE: *June 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Shelter locations identified

Agreement written

GOAL 3

ESTABLISH A CITIZEN ADVISORY COMMITTEE TO ENHANCE THE RELATIONSHIP BETWEEN THE COMMUNITY AND MEMBERS OF THE SHERIFF'S OFFICE BY DECEMBER 2018.

OBJECTIVES

Identify a diverse group of citizens to form the Citizen Advisory Committee

RESPONSIBLE PARTY: *Community Relations*

TIMELINE: *June 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Meet with the Citizen Advisory Committee quarterly to present the Sheriff their opinion on public safety issues.

RESPONSIBLE PARTY: *Community Relations*

TIMELINE: *October 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Present the Citizen Advisory Committee LCSO High Risk Policies for review.

RESPONSIBLE PARTY: *Community Relations*

TIMELINE: *December 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

The members of the Citizen Advisory Committee identified.

The Citizen Advisory Committee meets to discuss public safety issues.

GOAL 4

ENHANCE THE RELATIONSHIP BETWEEN THE COMMUNITY AND MEMBERS OF THE SHERIFF'S OFFICE THROUGH MEETINGS AND NEIGHBORHOOD WATCH EFFORTS BY DECEMBER 2018.

OBJECTIVES

Identify and contact neighborhood associations and community leaders to participate in meeting.

RESPONSIBLE PARTY: *Chief of Youth Services and Media Executive*

TIMELINE: *June 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Hold quarterly meetings with neighborhood and community leaders.

RESPONSIBLE PARTY: *Chief of Youth Services and Media Executive*

TIMELINE: *October 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Enhance neighborhood watch efforts by increasing participation.

RESPONSIBLE PARTY: *Chief of Youth Services and Media Executive*

TIMELINE: *December 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Increase the number of neighborhood watch programs by 10%.

RESPONSIBLE PARTY: *Department of Youth Services*

TIMELINE: *December 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

The members of the Citizen Advisory Committee identified.

The Citizen Advisory Committee meets to discuss public safety issues.

INITIATIVE 3

EMBRACE AND INTEGRATE TECHNOLOGY THROUGHOUT THE AGENCY

The Leon County Sheriff's Office is embracing technology. Law enforcement agencies all across America are using statistical analysis and predictive modeling in an effort to fight crime. Locally, we've had conversations about use of video cameras to assist in fighting crime and producing greater transparency. While the Leon County Sheriff's Office embraces all efforts to enhance transparency, we are equally focused on leveraging technology to prevent crime and reduce victims of crime.

One of our goals is to partner with other public and private partners and their technology systems to monitor streets, business, and public places, in efforts to reduce and prevent crime.



INITIATIVE 3

Embrace and integrate technology throughout the agency.

GOAL 1: *Increase the use of existing crime analysis technology.*

GOAL 2: *Increase the flexibility and security of mobile communications through Mobile Device Management.*

GOAL 3: *Develop mobile app and update website for better citizen access to the Sheriff's Office data tools.*

GOAL 4: *Increase data sharing between local law enforcement agencies in Leon County.*

GOAL 5: *Create Master Plan for Technology.*

GOAL 6: *Enhance partnership with the State Attorney's Office for scheduling of subpoenas and records requests by September 2017.*

GOAL 7: *Evaluate current systems to determine usage and needs in order to provide training on current systems.*

GOAL 8: *Establish Governance Committee to research/develop needs and priorities of information technology projects by October 2017.*

GOAL 9: *Formalize process of IT to research and develop technology needs for agency by June 2018.*

GOAL 1

INCREASE THE USE OF EXISTING CRIME ANALYSIS TECHNOLOGY

OBJECTIVES

Retrain sworn members and analysts on the use of the current system. Request information during training concerning possible modifications to system for improved usability.

RESPONSIBLE PARTY: *Information Technology and Chief of Investigations*

TIMELINE: *October 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Research suggestions from training as well as additional data set capability. This would include costs and requirements gathering.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *January 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Develop categories for feedback sessions to be held 90 days after training is completed and staff has used the system.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *January 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Obtain feedback from staff and review for possible improvements.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *March 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Statistics will be pulled on system usage just after training and then monthly. Increasing usage for the first three (3) months.

The feedback from staff will be used to determine how the information from the system is being used.

The feedback from staff will be used to determine how useful the information from the system has been.

GOAL 2

INCREASING THE FLEXIBILITY AND SECURITY OF MOBILE COMMUNICATIONS THROUGH MOBILE DEVICE MANAGEMENT.

OBJECTIVES

Determine positions requiring mobile devices.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *April 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Identify funding sources and purchase devices as allowed

RESPONSIBLE PARTY: *Information Technology and Chief of Administration*

TIMELINE: *Complete*

FUNDING SOURCE: *Leon County Sheriff's Office*

Train staff on legal use and provide clear guidance on usage policy.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *September 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Identify and purchase mobile data solutions.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *June 2018*

FUNDING SOURCE: *Budget Request*

MEASURES OF SUCCESS:

Ability to provide usage statistics.

Ability to quickly provide public records responses and increased confidence in results.

GOAL 3

DEVELOP MOBILE APP AND UPDATE WEBSITE FOR BETTER CITIZEN ACCESS TO SHERIFF'S OFFICE DATA TOOLS.

OBJECTIVES

Research/Design/Develop Mobile Application. This would be for all mobile operating systems.

RESPONSIBLE PARTY: *Information Technology and Media Relations*

TIMELINE: *January 2018*

FUNDING SOURCE: *Budget Request*

Redesign agency website for ease of use and additional tool access.

RESPONSIBLE PARTY: *Information Technology and Media Relations*

TIMELINE: *January 2018*

FUNDING SOURCE: *Budget Request*

Implement Mobile App and Updated website.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *March 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Metrics for application deployment and website usage.

GOAL 4

INCREASE DATA SHARING BETWEEN LOCAL LAW ENFORCEMENT AGENCIES IN LEON COUNTY.

OBJECTIVES

Obtain agreement from University Police Departments and Tallahassee Police Department to share reports data (RMS) either by joining together to acquire a single Records Management System, or creating a data warehouse to which each agency will contribute report data.

RESPONSIBLE PARTY: *Information Technology and Sheriff's Office*

TIMELINE: *June 2019*

FUNDING SOURCE: *Leon County Sheriff's Office*

Create a selection or steering committee with each agency having both IT and operational representation.

RESPONSIBLE PARTY: *Information Technology and Sheriff's Office/Agency Chiefs*

TIMELINE: *July 2019*

FUNDING SOURCE: *Leon County Sheriff's Office*

Selection / Steering committee will determine if a single Records Management System solution is possible or a data warehouse solution must be pursued.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *October 2019*

FUNDING SOURCE: *Leon County Sheriff's Office*

Records Management Systems implementation or Data Warehouse project timeline setup and vendor selection made.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *December 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Increased data sharing and collaboration between the local law enforcement agencies.

Data analytics available for all local law enforcement agencies within each agency.

GOAL 5

CREATE MASTER PLAN FOR TECHNOLOGY

OBJECTIVES

Gather policy and planning documents already in force.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *June 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Develop a technology vision for the agency

RESPONSIBLE PARTY: *Information Technology and Command Staff*

TIMELINE: *August 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Develop strategic goals for technology which will be incorporated in a master plan

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *September 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Complete first draft and submit to Command Staff

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *October 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Publish technology vision

Publish technology vision strategic goals

Staff report to chief of staff on IT Plan

GOAL 6

ENHANCE PARTNERSHIP WITH THE STATE ATTORNEY'S OFFICE FOR SCHEDULING OF SUBPOENAS AND RECORDS REQUESTS BY SEPTEMBER 2017

OBJECTIVES

Meet with State Attorney's Office staff to determine needs.

RESPONSIBLE PARTY: *Information Technology and Judicial Services*

TIMELINE: *June 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Develop process to meet Leon County Sheriff's Office and State Attorney's Office needs.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *July 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Train Leon County Sheriff's Office and State Attorney's Office members on process

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *August 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Memorandum of Understanding developed and approved by both agencies.

RESPONSIBLE PARTY: *General Counsel*

TIMELINE: *July 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Set meeting with Chief of Staff to present staff report of members trained.

GOAL 7

EVALUATE / ANALYZE CURRENT SYSTEMS TO DETERMINE USAGE/ NEEDS AND PROVIDE TRAINING ON CURRENT SYSTEMS

OBJECTIVES

Conduct needs analysis survey.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *May 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Conduct usage analysis.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *May 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Conduct comparison of needs and usage analysis and publish results to improve efficiency and effectiveness of usage.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *August 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Complete staff report to Chief of Staff listing results of needs analysis survey and usage analysis.

GOAL 8

ESTABLISH GOVERNANCE COMMITTEE TO RESEARCH/DEVELOP NEEDS AND PRIORITIES OF INFORMATION TECHNOLOGY PROJECTS BY OCTOBER 2017.

OBJECTIVES

Determine makeup of Governance Committee

RESPONSIBLE PARTY: *Information Technology and Command Staff*

TIMELINE: *Complete*

FUNDING SOURCE: *Leon County Sheriff's Office*

Develop and define the roles and responsibilities of the Governance.

RESPONSIBLE PARTY: *Information Technology and Command Staff*

TIMELINE: *September 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Schedule initial meeting of Governance Committee

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *August 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Conduct initial prioritization of current projects.

RESPONSIBLE PARTY: *Information Technology*

TIMELINE: *August 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Charter and Memorandum of Agreement completed for Governance Committee

GOAL 9

FORMALIZE PROCESS OF INFORMATION TECHNOLOGY TO RESEARCH AND DEVELOP TECHNOLOGY NEEDS FOR AGENCY BY JUNE 2018.

OBJECTIVES

Create avenue for input on tech needs from other agency members via lunch and learns.

RESPONSIBLE PARTY: *Information Technology*
TIMELINE: *December 2017*
FUNDING SOURCE: *Leon County Sheriff's Office*

Partner with FSU and other local groups, law enforcement agencies, etc., to determine resources and technology needs available.

RESPONSIBLE PARTY: *Information Technology*
TIMELINE: *March 2018*
FUNDING SOURCE: *Leon County Sheriff's Office*

Collaborate with Governance Committee to evaluate current and future technology to stay ahead of agency's technology needs.

RESPONSIBLE PARTY: *Information Technology*
TIMELINE: *June 2018*
FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Completion of technology plan

INITIATIVE 4

STRENGTHEN COMMUNICATION

In the 2016 Gallup Poll, three out of four Americans have a great deal of trust for the police in their communities. This is a 12% increase from 2015. Much of the research tells us that the majority of public knowledge about crime in the job of law enforcement is derived from the media and increasingly from social media.

Social media has not only impacted the way citizens perceive law enforcement, but it has changed the way we receive our information about what is occurring in our community.

Thus, it is imperative that we establish open lines of communication, and outreach strategies that effectively reach the citizens of Leon County with an effective message about the goals and objectives of the Leon County Sheriff's Office.



INITIATIVE 4

Strengthen Communication

GOAL 1: *Improve and enhance the delivery of public safety, crime prevention and real time information.*

GOAL 2: *Improve opportunities to educate and connect with the community.*

GOAL 1

IMPROVE AND ENHANCE THE DELIVERY OF PUBLIC SAFETY, CRIME PREVENTION AND REAL TIME INFORMATION.

OBJECTIVES

Identify and implement a multi-platform social media program.

RESPONSIBLE PARTY: *Information Technology and Public Information Officer*

TIMELINE: *June 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Implement use of text messaging resources to better communicate with the public.

RESPONSIBLE PARTY: *Information Technology and Public Information Officer*

TIMELINE: *October 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

100% increase in video production and use of YouTube Channel

RESPONSIBLE PARTY: *Media Executive and Director / Public Information Officer*

TIMELINE: *Complete*

FUNDING SOURCE: *Leon County Sheriff's Office*

Identify funding sources for social multi-media program

RESPONSIBLE PARTY: *Information Technology and Public Information Officer*

TIMELINE: *June 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Increase the quality and methods of the dissemination of information to the public on matters of concern.

RESPONSIBLE PARTY: *Media Executive and Director / Public Information Officer*

TIMELINE: *December 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Evaluate increase via social media metrics.

GOAL 2

IMPROVE OPPORTUNITIES TO EDUCATE AND CONNECT WITH THE COMMUNITY.

OBJECTIVES

Develop regularly scheduled communication of crime data.

RESPONSIBLE PARTY: *Public Information Officer and Intel*

TIMELINE: *Complete*

FUNDING SOURCE: *Leon County Sheriff's Office*

Educate and enhance public use of Leon County Sheriff's Office crime data tools.

RESPONSIBLE PARTY: *Public Information Officer*

TIMELINE: *June 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Host six (6) community events (1 at each community center)

RESPONSIBLE PARTY: *Department of Youth Services / Crime Prevention Unit*

TIMELINE: *March 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Complete six community events. Complete schedule of crime data releases.

INITIATIVE 5

ACHIEVE ORGANIZATIONAL EXCELLENCE AND PROVIDE SUPERIOR SERVICE

The Leon County Sheriff's Office strives to provide professional service to the citizens of Leon County. The Leon County Sheriff's Office Detention Facility was first accredited on June 27, 2000, and has been reaccredited every three (3) years, with the most recent reaccreditation being awarded in February of 2015.

The Leon County Sheriff Office received its first Law Enforcement Accreditation Award in February of 1997, and has been reaccredited every three (3) years with the most recent reaccreditation being awarded in February of 2015.

Maintaining accreditation programs exemplify the agency's dedication to professionalism at all levels by adhering to established standards and promoting cutting edge public safety service delivery systems.



INITIATIVE 5

Achieve organizational excellence and provide superior service.

GOAL 1: *Implement the Suppression Prevention Intervention Referral Intelligence Tool (SPIRIT) program agency-wide by October 2017.*

GOAL 2: *Develop and implement a Comprehensive Records Management Plan to identify and assess all agency records for creation, storage, access, retention and disposition by March 2019.*

GOAL 3: *Coordinate with Leon County Schools on training and plans for high risk incidents by October 2018.*

GOAL 1

IMPLEMENT SUPPRESSION PREVENTION INTERVENTION REFERRAL INTELLIGENCE TOOL (SPIRIT) PROGRAM AGENCY-WIDE BY OCTOBER 2017.

OBJECTIVES

Train all employees via Document Management System (also visit check-on and each department).

RESPONSIBLE PARTY: *Chief of Youth Services*
TIMELINE: *October 2017*
FUNDING SOURCE: *Leon County Sheriff's Office*

Increase additional service providers by 20%.

RESPONSIBLE PARTY: *Chief of Youth Services*
TIMELINE: *October 2017*
FUNDING SOURCE: *Leon County Sheriff's Office*

Monitor and track all Suppression Prevention Intervention Referral Intelligence Tool (SPIRIT) referrals.

RESPONSIBLE PARTY: *Chief of Youth Services*
TIMELINE: *Monthly*
FUNDING SOURCE: *Leon County Sheriff's Office*

Reward and recognize employees at vertical staff meetings.

RESPONSIBLE PARTY: *Chief of Youth Services*
TIMELINE: *Quarterly*
FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Number of members trained.
Number of providers added and referrals made monthly.
Number of successful referrals.

GOAL 2

DEVELOP AND IMPLEMENT A COMPREHENSIVE RECORDS MANAGEMENT PLAN TO IDENTIFY AND ASSESS ALL AGENCY RECORDS FOR CREATION, STORAGE, ACCESS, RETENTION AND DISPOSITION BY MARCH 2019.

OBJECTIVES

Meet with Department, Division and Unit supervisors to identify agency records

RESPONSIBLE PARTY: *Records Management*

TIMELINE: *September 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Create a Leon County Sheriff's Office Comprehensive Records Management Plan.

RESPONSIBLE PARTY: *Records Management*

TIMELINE: *January 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Rewrite General Order 82.1 Records Administration, to reflect the Comprehensive Records Management Plan

RESPONSIBLE PARTY: *Records Management*

TIMELINE: *February 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Train all agency members on the Comprehensive Records Management Plan and General Order 82.1

RESPONSIBLE PARTY: *Records Management*

TIMELINE: *August 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Implementation of Comprehensive Records Management Plan

GOAL 3

COORDINATE WITH LEON COUNTY SCHOOLS ON TRAINING AND PLANS FOR HIGH RISK INCIDENTS BY OCTOBER 2018.

OBJECTIVES

Provide a law enforcement advisor to the Superintendent of Schools for high risk incidents.

RESPONSIBLE PARTY: *Chief of Youth Services*
TIMELINE: *October 2017*
FUNDING SOURCE: *Leon County Sheriff's Office*

Continue to coordinate lock down and response drills with School Resource Deputies and operational response units.

RESPONSIBLE PARTY: *Chief of Youth Services*
TIMELINE: *October 2018*
FUNDING SOURCE: *Leon County Sheriff's Office*

Provide School Resource Deputies and operational response units with training scenarios for schools to ensure a high readiness level.

RESPONSIBLE PARTY: *Chief of Youth Services*
TIMELINE: *October 2018*
FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Liaison named for high risk incident advisor
Number of schools participated in lock down and response drills
Scenario training for School Resource Deputies and Operational Response Units.

INITIATIVE 6

DEVELOP AND RETAIN A QUALITY WORKFORCE

The Leon County Sheriff's Office seeks to hire the best and most capable employees. We will seek to have a diversified workforce to provide opportunities and enhance professional and cultural communications in the many different communities within Leon County. A qualified and experienced workforce retention initiative will be initiated with the introduction of a career development plant, which permits a range of internal employment opportunities.

The Leon County Sheriff's Office will seek a 5% increase in the number of minority citizens serving in law enforcement during the next three years. Deputies and Corrections Officers will receive training in the effective means of responding to citizens experiencing mental health issues. Training will be completed by December 2018, making encounters safe for them and victims.



INITIATIVE 6

Develop and retain a quality workforce.

GOAL 1: *Develop and implement a career development plan for all employees by March 2019.*

GOAL 2: *Expand the recruitment process to provide a qualified and diversified workforce by December 2018.*

GOAL 3: *Develop a repair and preventative maintenance plan to provide a safe work environment.*

GOAL 1

DEVELOP AND IMPLEMENT A CAREER DEVELOPMENT PLAN FOR ALL EMPLOYEES BY MARCH 2019.

OBJECTIVES

Revise the performance management policy to be more efficient including an improved approval process, career development planning for all employees and succession planning for key supervisory and senior management positions.

RESPONSIBLE PARTY: *Chief of Administration / Human Resources*

TIMELINE: *August 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Formulate and draft a high year tenure policy for sworn employees.

RESPONSIBLE PARTY: *Chief of Administration / Human Resources*

TIMELINE: *June 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Purchase and implement new performance management software that better meets the agency's needs.

RESPONSIBLE PARTY: *Chief of Administration / Human Resources*

TIMELINE: *March 2018*

FUNDING SOURCE: *Fiscal Year 2017 Budget*

Identify and define position classifications for career development road maps.

RESPONSIBLE PARTY: *Chief of Administration / Human Resources*

TIMELINE: *April 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Identify subject matter experts for position classification road maps.

RESPONSIBLE PARTY: *Chief of Administration / Human Resources*

TIMELINE: *May 2018*

FUNDING SOURCE: *Fiscal Year 2017 Budget*

OBJECTIVES continued

Define elements to be included in the specific road maps or career paths.

RESPONSIBLE PARTY: *Chief of Administration / Human Resources*

TIMELINE: *June 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Specify road maps by position classifications as outlined by the Subject Matter Experts.

RESPONSIBLE PARTY: *Chief of Administration / Human Resources*

TIMELINE: *December 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Publish road maps for employee reference and supervisory counseling/mentoring during the performance management process.

RESPONSIBLE PARTY: *Chief of Administration / Human Resources*

TIMELINE: *March 2019*

FUNDING SOURCE: *Leon County Sheriff's Office*

MEASURES OF SUCCESS:

Implementation of the career development system within the standard operating procedures.

GOAL 2

EXPAND THE RECRUITMENT PROCESS TO PROVIDE A QUALIFIED AND DIVERSIFIED WORKFORCE BY DECEMBER 2018.

OBJECTIVES

Update, increase and diversify the recruitment team by 10 members.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *July 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Identify additional recruitment events with an emphasis on diversity to include regularly scheduled visits to Criminal Justice Standards and Training Commission.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *August 2017*

FUNDING SOURCE: *Current Operating*

Develop and implement a scholarship program for law enforcement and corrections to be funded by an outside source annually.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *September 2018*

FUNDING SOURCE: *Leon County Sheriff's Office*

Implement an online application process with workflow capability and electronic approval processes to make the recruitment process more efficient and professional.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *December 2018*

FUNDING SOURCE: *Current Operating*

Add a full time employee in Human Resources solely devoted to recruitment and other related events.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *October 2018*

FUNDING SOURCE: *Fiscal Year 2019*

MEASURES OF SUCCESS:

Increase the frequency of applications received.

Increased number of diverse applicants seeking employment.

GOAL 3

DEVELOP A REPAIR AND PREVENTATIVE MAINTENANCE PLAN TO PROVIDE A SAFE WORK ENVIRONMENT.

OBJECTIVES

Conduct a full inspection of physical plant of detention facility to identify needed construction/repair projects.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *May 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Identify projects from inspection that are currently budgeted in current fiscal year by the Sheriff's Office or Leon County.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *May 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Prioritize identified construction projects based on need, funding and safety criteria.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *May 2017*

FUNDING SOURCE: *Fiscal Year 2017 Budget*

Identify responsible entity for funding sources of prioritized projects.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *May 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Develop a schedule of projects on available funding from identified sources for current fiscal year.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *May 2017*

FUNDING SOURCE: *Fiscal Year 2017 Budget*

OBJECTIVES continued

Create a master list of all preventative maintenance needs.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *June 2017*

FUNDING SOURCE: *Leon County Sheriff's Office*

Create monthly and annual schedule of identified preventative maintenance needs.

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *June 2017*

FUNDING SOURCE: *Current Operating*

MEASURES OF SUCCESS:

Identify physical deficiencies and complete repairs through capital projects.

INITIATIVE 7

DETENTION, IMPROVEMENT, EDUCATION AND RE-ENTRY

Perhaps one of the most important functions of the Leon County Sheriff's Office is the protection of the public by the detention of persons arrested and being processed into and out of our courts. It is the legal obligation of the Sheriff to provide a safe, sanitary, and secure place of detention.

Moreover, it is the goal of the Sheriff to strive to meet the emotional, physical, and educational needs of inmates in a manner that reduces recidivism.

The Sheriff takes great pride in the professional delivery of inmates' services by Correction Officers assigned to the Detention Facility.



INITIATIVE 7

Detention, Improvement, Education and Re-entry

GOAL 1: *Review and modify current inmate transport training curriculum for the dual certified officers by May 2018.*

GOAL 2: *Determine return on investment for current inmate programs by February 2019.*

GOAL 3: *Implement new programs to address recidivism by August 2018.*

GOAL 4: *Increase the security of the facility from outside contraband by February 2018.*

GOAL 5: *Increase communication between inmates and their family while reducing foot traffic and introduction of contraband coming in the facility by August 2018.*

GOAL 6: *Implement a program that would track inmate notes from prisoners and categorize for review by August 2018.*

GOAL 1

REVIEW AND MODIFY CURRENT INMATE TRANSPORT TRAINING CURRICULUM FOR THE DUAL CERTIFIED OFFICERS BY MAY 2018.

OBJECTIVES

Review current Patrol Field Training Office program to determine applicable curriculum.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *May 2017*

FUNDING SOURCE: *Department of Detention*

Apply curriculum from Patrol Field Training Office program to inmate transport training.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *June 2017*

FUNDING SOURCE: *Department of Detention*

Implement training

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *August 2017*

FUNDING SOURCE: *Department of Detention*

Determine annual refresher training.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *May 2018*

FUNDING SOURCE: *Department of Detention*

MEASURES OF SUCCESS:

- Completed transport curriculum;
- Review of Field Training Office Daily Observation Report for successful completion rate;
- Student, supervisor and field training officer surveys

GOAL 2

DETERMINE RETURN ON INVESTMENT FOR CURRENT INMATE PROGRAMS BY FEBRUARY 2019.

OBJECTIVES

Gather statistical data on current programs.

RESPONSIBLE PARTY: *Chief of Detention and Programs Director*

TIMELINE: *September 2018*

FUNDING SOURCE: *Welfare Fund*

Review data and determine the value/investment

RESPONSIBLE PARTY: *Chief of Detention and Programs Director*

TIMELINE: *November 2018*

FUNDING SOURCE: *Welfare Fund*

Submit data report to inmate welfare committee.

RESPONSIBLE PARTY: *Chief of Detention and Programs Director*

TIMELINE: *December 2018*

FUNDING SOURCE: *Welfare Fund*

Eliminate non-productive programs.

RESPONSIBLE PARTY: *Chief of Detention and Welfare Committee*

TIMELINE: *February 2019*

FUNDING SOURCE: *Welfare Fund*

MEASURES OF SUCCESS:

Documentation of positive and negative of each program;

Surveys from students, graduation statistics;

Quarterly reports from Programs Director to inmate welfare committee;

Report from non-biased party.

GOAL 3

IMPLEMENT NEW PROGRAMS TO ADDRESS RECIDIVISM BY AUGUST 2018.

OBJECTIVES

Hire new Programs Director.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *August 2017*

FUNDING SOURCE: *Welfare Fund*

Identify new programs needed.

RESPONSIBLE PARTY: *Chief of Detention and Programs Director*

TIMELINE: *November 2017*

FUNDING SOURCE: *Welfare Fund*

Determine cost and logistic implementation.

RESPONSIBLE PARTY: *Chief of Detention and Programs Director*

TIMELINE: *January 2018*

FUNDING SOURCE: *Welfare Fund*

Educate staff on new programs.

RESPONSIBLE PARTY: *Chief of Detention and Welfare Committee*

TIMELINE: *May 2018*

FUNDING SOURCE: *Welfare Fund*

Implement approved programs.

RESPONSIBLE PARTY: *Chief of Detention and Welfare Committee*

TIMELINE: *August 2018*

FUNDING SOURCE: *Welfare Fund*

MEASURES OF SUCCESS:

List of newly implemented programs.

Quarterly reports from Programs Director to the Welfare Committee

GOAL 4

INCREASE THE SECURITY OF THE FACILITY FROM OUTSIDE CONTRABAND BY FEBRUARY 2018.

OBJECTIVES

Assign a committee to determine procedure changes and technology upgrades needed.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *Complete*

FUNDING SOURCE: *Detention Unit*

Complete a cost analysis of changes to determine impact on budget.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *July 2017*

FUNDING SOURCE: *Detention Unit*

Implement changes that are within budget.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *October 2017*

FUNDING SOURCE: *Detention Unit*

Set timeline for technology in 2018-2019 budget.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *February 2018*

FUNDING SOURCE: *Detention Unit*

MEASURES OF SUCCESS:

Incidents of contraband reduced.

GOAL 5

INCREASE COMMUNICATION BETWEEN INMATES AND THEIR FAMILY WHILE REDUCING FOOT TRAFFIC AND INTRODUCTION OF CONTRABAND COMING IN THE FACILITY BY AUGUST 2018.

OBJECTIVES

Complete a request for proposal for video visitation.

RESPONSIBLE PARTY: *Chief of Detention*
TIMELINE: *Complete*
FUNDING SOURCE: *Detention Unit*

Confirm a request for proposal selection (*vendor*).

RESPONSIBLE PARTY: *Chief of Detention*
TIMELINE: *September 2017*
FUNDING SOURCE: *Detention Unit*

Install hardware and software, update Standards of Protocol, and train staff.

RESPONSIBLE PARTY: *Chief of Detention*
TIMELINE: *July 2018*
FUNDING SOURCE: *Detention Unit*

Implement program.

RESPONSIBLE PARTY: *Chief of Detention*
TIMELINE: *August 2018*
FUNDING SOURCE: *Detention Unit*

MEASURES OF SUCCESS:

More family members visiting the inmates;
Reduced reports of contraband.

GOAL 6

IMPLEMENT A PROGRAM THAT WOULD TRACK INMATE NOTE FROM PRISONERS AND CATEGORIZE FOR REVIEW BY AUGUST 2018.

OBJECTIVES

Complete a request for proposal for electronic note from prisoner.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *Complete*

FUNDING SOURCE: *Detention Unit*

Confirm a request for proposal selection (*vendor*)

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *September 2017*

FUNDING SOURCE: *Detention Unit*

Install hardware and software update Standards of Protocol and train staff.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *July 2018*

FUNDING SOURCE: *Detention Unit*

Implement program.

RESPONSIBLE PARTY: *Chief of Detention*

TIMELINE: *August 2018*

FUNDING SOURCE: *Detention Unit*

MEASURES OF SUCCESS:

Tracking report from system.

Reduced inmate complaints.

INITIATIVE 8

IMPROVE JUDICIAL SERVICES FOR INTERNAL AND EXTERNAL CUSTOMERS

The court section of the Leon County Sheriff's Office has a broad responsibility for providing service to all Judicial and administration functions of the Second Judicial Circuit located in Leon County. This responsibility includes court room security, as well as the safety of all employees, court staff, and citizens visiting or conducting business in the Leon County.

Leon County is the largest County in the Second Judicial Circuit with a combined assignment of eighteen judges. The court security staff all assists the Office of the State Attorney, Office of Public Defender, Clerk of the Court, Court Administration, and the Leon County Board of County Commissioners.



INITIATIVE 8

Improve judicial services for internal and external customers.

GOAL 1: *Reduce or identify the location of subjects with warrants by 50% by December 2018.*

GOAL 2: *Expand Paperless Operations by December 2019 for the Civil Process.*

GOAL 3: *Develop a Standard Operating Procedure that improves internal agency communications with the Department of Detention to identify high risk inmates transported to the courthouse by August 2017.*

GOAL 4: *Enter active juvenile pick-up orders into National Crime Information Computer / Florida Crime Information Computer with a local verifications process by December 2018.*

GOAL 1

REDUCE OR IDENTIFY THE LOCATION OF SUBJECTS WITH WARRANTS BY 50% BY DECEMBER 2018.

OBJECTIVES

Meet with State Attorney and Clerks Office to start purging old misdemeanor and traffic arrest warrants.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *Complete*

FUNDING SOURCE: *Agency Budget*

Identify subjects with warrants who are incarcerated in other detention facilities and highlight those subjects in Justice Information System so it is readily known they are being held.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *March 2018*

FUNDING SOURCE: *Agency Budget*

Train a team assigned to the Bailiff Unit to assist in warrant service and data research.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *December 2017*

FUNDING SOURCE: *Agency Budget*

Add positions to the US Marshal Fugitive Task Force and conduct warrant roundups.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *December 2018*

FUNDING SOURCE: *Agency Budget*

MEASURES OF SUCCESS:

Old misdemeanor and traffic arrest warrants are purged.

All warrants where the subject is an inmate in another facility have been identified.

Positions added and under-served warrants reduced by 50%.

Bailiff team completed training and assisting in data research and warrants service.

GOAL 2

EXPAND PAPERLESS OPERATIONS BY DECEMBER 2019 FOR THE CIVIL PROCESS

OBJECTIVES

Coordinate with Leon County Clerk of the Court to identify strategies to improve the Civil Process program.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *October 2017*

FUNDING SOURCE: *Agency Budget*

Research technology alternatives to WinCivil to improve agency

RESPONSIBLE PARTY: *Chief of Administration*

TIMELINE: *January 2018*

FUNDING SOURCE: *Agency Budget*

Improve customer service by expanding e-filing to include all legal civil processes to the Leon County Clerk's Office.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *December 2019*

FUNDING SOURCE: *Agency Budget*

MEASURES OF SUCCESS:

New Civil Process Program in place and on all warrant deputy's computers.

E-File all civil processes through the Leon County Clerk's Office.

GOAL 3

DEVELOP A STANDARD OPERATING PROCEDURE THAT IMPROVES INTERNAL AGENCY COMMUNICATIONS WITH THE DEPARTMENT OF DETENTION TO IDENTIFY HIGH RISK INMATES TRANSPORTED TO THE COURTHOUSE BY AUGUST 2017.

OBJECTIVES

Create Department of Judicial Services and Department of Detention workgroup to develop formal agency Standard Operating Procedure to identify high risk/high profile inmates within the jail and communicate with Judicial Services prior to transport to the courthouse.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *August 2017*

FUNDING SOURCE: *Agency Budget*

Create and implement officer safety high risk inmate quick recognition.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *August 2017*

FUNDING SOURCE: *Agency Budget*

MEASURES OF SUCCESS:

Complete and implement the agency's standard operating procedure to identify high risk/high profile inmates.

GOAL 4

ENTER ACTIVE JUVENILE PICK-UP ORDERS INTO NATIONAL CRIME INFORMATION COMPUTER / FLORIDA CRIME INFORMATION COMPUTER (NCIC/FCIC) WITH LOCAL VERIFICATIONS PROCESS BY DECEMBER 2018.

OBJECTIVES

Coordinate with the State Attorney's Office, the Clerk's Officer and the Juvenile Assessment Center in reference to entering juvenile pick-up orders into the Juvenile Information System for local verification.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *April 2017*

FUNDING SOURCE: *Agency Budget*

Work with IT to develop the process of entering juveniles into National Crime Information Computer / Florida Crime Information Computer (NCIC/FCIC) through WARP.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *October 2017*

FUNDING SOURCE: *Agency Budget*

Coordinate with the Consolidated Dispatch Agency (CDA) in reference to the pickup order verification process.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *November 2017*

FUNDING SOURCE: *Agency Budget*

Notify users of the new process.

RESPONSIBLE PARTY: *Chief of Judicial Services*

TIMELINE: *December 2018*

FUNDING SOURCE: *Agency Budget*

MEASURES OF SUCCESS:

Have an action plan in place for entry and verification of juvenile pick-up entries.

Complete the bridge between National Crime Information Computer / Florida Crime Information Computer (NCIC/FCIC) and WARP for juvenile pick-up entries.

Juvenile pick-up orders are entered into the system.

Local users notified and using the system.

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Agenda Item Details

Meeting	Jun 28, 2017 - City Commission Meeting & Summary
Category	13. POLICY FORMATION AND DIRECTION
Subject	13.03 Tallahassee Police Department 2017 Summer Update -- Michael DeLeo, Police
Type	Discussion

For more information, please contact Chief Michael DeLeo, Tallahassee Police Department, at 850-891-4341.

Statement of Issue

The Tallahassee Police Department strives to meet the highest standards in performing its mission, managing its workforce and reducing risk while protecting life and property to promote economic prosperity for the citizens. The Tallahassee Police Department has set in place certain Public Safety Strategies that intend to strengthen community policing efforts, community partnerships, reduce violent and property crime and highlight the successes of the department through increased public communication initiatives.

Overview

The presentation will provide an overview of the Tallahassee Police Department's involvement with ongoing community policing efforts, addressing both violent and property crimes while enhancing public communication.

- Body Worn Camera Update
- Community Policing Efforts
- Reorganization Successes
- Crime Statistics and Comparative Analysis
- Public Communication Efforts

Recommended Action

Option 1: Receive agenda materials as presented.

Fiscal Impact

None. Update provided for information purposes only.

Supplemental Material/Issue Analysis

History/Facts & Issues

The Tallahassee Police Department (TPD) provides services to over 188,000 residents covering over 103 square miles. TPD has seen increases in Violent and Property crimes over the past several years and has placed an emphasis on developing strategies to reduce crime by creating a more diverse business model that provides long term solutions. The Tallahassee Police Department and the City of Tallahassee understand that crime has no boundaries and impacts all citizens and businesses.

Over the past three years the TPD implemented department wide training on Fair and Impartial Policing, Procedural Justice and Community Oriented Policing. In an effort to educate the community on our philosophy we hosted a Command and Community course for community stakeholders on Fair and Impartial Policing. Recently, the TPD released its long-term plan that is outlined in the 2016-2020 Strategic Plan. The Strategic Plan details the departments restructure, decentralization of crime analysis and the creation of a new Bureau and units specifically designed to implement proactive measures to address violent and property crime.

Reducing crime requires all stakeholders throughout the community to be engaged and share the responsibility. To ensure long term success members of TPD met with business owners, education representatives, faith-based organizations, criminal justice leaders and other community members through the creation of the Community Leadership Council on Gun Violence, Community

partnerships were strengthened by members participating in community events such as, neighborhood and business association meetings, Operations Safe Neighborhood, Splash and Jam, expanding our youth programs, hosting CADET competitions, Coffee with a Cop, educational lectures, “TPD and YOU” Breakfast-“Evening with the Chief” and many other events embracing our Community Policing philosophy.

Continued support from the City Commission has been instrumental in increasing sworn staffing for the department by supporting positions through budget and COPPS grants. The TPD had authorized sworn staffing of 355 in FY 2014. At the beginning of FY 2018, TPD’s authorized sworn staffing will be 410. In effort to fill these positions the TPD placed an emphasis on recruitment in order to select the right person for policing within our community. The TPD implemented a Police Trainee hiring program in July 2015. This program afforded TPD the ability to hire and sponsor individuals while attending the academy. Upon the implementation of this program the TPD saw an increase in the number of candidates applying for police officer.

Having made great strides with community support it was evident that we should focus on restructuring within the organization. The reorganization included a change in rank structure, creating a new bureau and focusing on crime strategies and process improvements. Some of the restructuring included promoting all Captains to Majors to flatten the rank structure. This increased communication, accountability and allowed for expansion and growth by creating the High Risk Offenders Bureau (HRO). HRO is comprised of two Violent Crime Response Teams (VCRT), Career Criminal Unit (CCU) and Intel.

TPD also decentralized the Crime Analysis function to better serve each bureau. The Crime Analysis Supervisor is assigned to the Office of the Chief. Additional analysts will be assigned to Patrol, Criminal Investigations and HRO. This change facilitates enhanced communication and analytics specific to each bureau. To further communication and proactive measures all bureaus meet weekly to discuss crime trends, suspects and investigative tactics geared towards prevention and determent of criminal activity.

TPD recognizes that along with violent crime, property crime within Tallahassee continued to increase in 2016, especially auto thefts. TPD allocates resources specifically to address both the property crimes and juvenile crimes. An investigator from Financial Crimes was reassigned to investigate auto thefts and revamp the process of tracking and linking auto thefts to suspects or groups of suspects. TPD created a new unit, the Juvenile Services Unit (JSU) to further address property crime involving juveniles and those associated with gangs. Increased communication and timely dissemination of information has been a key component in the ongoing efforts to reduce property crime.

TPD continues to explore technology, resource allocation and process improvement efforts to curtail criminal activity and better serve the citizens of Tallahassee. This coupled with community support and community engagement are vital in making Tallahassee a safer place to live.

Body Worn Camera Update:

The Tallahassee Police Department is pursuing federal grant funding to implement a comprehensive body worn camera program. The program is intended to equip every sworn member and a few non-sworn members (Parking Enforcement Technicians) with a body camera, as well as, securing any additional equipment needed to support the program. The funding will also support additional personnel needed to manage the program, respond to public records requests, and maintain hardware, equipment, and storage. The grant application was submitted in February 2017. Awards will be announced by September 30, 2017.

Community Policing Efforts:

The Tallahassee Police Department’s mission is to continue its efforts in improving the quality of life within our city and keeping our community safe. This is accomplished through the Community Policing initiative and a variety of educational and interactive programs designed to foster an active partnership with the community. Well informed citizens, who have an awareness of the mission, resources, policies and services of their police department, are critical to the success of the community.

The Tallahassee Police Department Community Policing Initiative promotes organizational strategies that support the systemic use of community partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, quality of life issues and fear of crime.

The Tallahassee Police Department offers many community-related programs and services that are included as an attachment.

Reorganization Successes**Juvenile Services Unit:**

In an effort to address juvenile criminal activity the Tallahassee Police Department created a Juvenile Services Unit (JSU). The creation of this unit consolidated the SHOCAP unit and the patrol based Gang Response Unit and is now comprised of a Sergeant, two Investigators, three Officers, and two Case Management Specialists.

The goal is to lower juvenile crime specifically gang or gang associated crime. The development of the JSU consolidated investigative resources and specialty personnel, while increasing communication between other Divisions and various law enforcement, civic, and community partners. The JSU utilizes all available resources to identify juvenile gang members/associates and focus on those who are suspected of criminal activity. The JSU serves as a liaison and provides personnel/informational support to other investigative and patrol units assigned to persons, fraud, and violent crime investigations.

Property Crimes Task Force:

The TPD partnered with the Leon County Sheriff's Office (LCSO) to create a Property Crimes Task Force (PCTF) within the Tallahassee/Leon County area. The PCTF was formed by assigning a Sergeant, two TPD investigators and two LCSO detectives. The purpose is to identify suspects, enhance communication and Intel sharing between the agencies allowing us to address the increase in property crimes. The officers and deputies assigned are co-located at the Tallahassee Police Department. The task force meets with units outside of the task force to share intelligence and will utilize other units to include crime analysis, school resource deputies, and juvenile services from both LCSO and TPD along with technology from the other agencies.

Auto Theft Investigations:

The Tallahassee Police Department observed the upward trend in Auto Thefts and in early 2016 transferred an internal position from the Financial Crimes Unit to the property section for the specific purpose of investigating auto thefts. A further study was conducted of trends and it was observed that many Auto Burglaries (UCR Larcenies) are also related to Auto Thefts. A second position was assigned to assist with this trend in 2016. During this time period TPD utilized a variety of tactics and intel led policing to attempt to combat the trend such as:

- Auto Theft "Hot Sheet"
 - Created an electronic stolen auto theft log for all sworn members and crime analyst personnel.
 - Stolen vehicle status is updated every three minutes to ensure information is current.
 - Recovered stolen vehicles are managed through this program to track forensic processing, to facilitate release of vehicle to owner and to update status of vehicle within Florida Crime Information Center/National Crime Information Center (FCIC/NCIC).

A comparative analysis shows a noticeable reduction in the amount of 2017 Auto Thefts year to date compared to 2015 and 2016.

Crime Statistics-Auto Theft

Incident Type	May 2015	May 2016	May 2017	January 2015 – May 2015	January 2016 – May 2016	January 2017 – May 2017
Motor Vehicle Theft	57	130	35	335	375	266

De-Centralization of the Crime Analysis Unit (CAU):

The Tallahassee Police Department's Crime Analysis Unit (CAU) is staffed with civilian personnel, which includes one Executive Crime Analyst Supervisor and three Crime Intelligence Analysts. Currently, the unit is operating with only one Crime Intelligence Analyst and there are two new analysts in the background process as of 6/21/17. The Crime Analysis Unit (CAU) operates as a decentralized unit under the organizational control of the bureau commanders to which they are assigned; the analysts are embedded within the Patrol Bureau, High Risk Offenders (HRO) Bureau, and the Criminal Investigations Division (CID). A decentralized structure facilitates varied crime analysis activity that is responsive to the individual unit's needs. The Crime Intelligence Analysts are responsible for collecting, analyzing and disseminating intelligence data and information for their area of responsibility.

The Executive Crime Analyst Supervisor is responsible for the CAU's oversight, training, and supervision of all Crime Intelligence Analysts, as well as the completion of their performance evaluations, leave approval, conflict resolution, disciplinary matters, and direction of day-to-day activities.

The daily tasks of the unit are instrumental in planning and deployment of personnel for crime prevention efforts, deterrence of criminal activity, and assistance with case clearance. Some of the more specialized skills and tasks include simple to very complex link analysis charting for large scale and major investigative cases. The CAU employs numerous specialized computer programs to aid in their efforts to suppress and prevent crime, as well as to improve utilization of the department's resources.

High Risk Offenders Bureau

As part of the Five-Point plan to reduce gun violence crimes within the City of Tallahassee, Chief DeLeo petitioned and was approved by the City Commissioners for the creation of a Violent Crime Response Team (VCRT) as part of his 2015 budget. The "team" consists of five officers and a Sergeant who focus their day to day activities solely on the reduction of gun related crimes in Tallahassee.

VCRT employs a comprehensive approach in identifying violent offenders and other at-risk individuals by utilizing the Suppression-Prevention-Intervention-Referral-Intelligence Tool (SPIRIT). VCRT members provide a custom notification letter to those individuals that could benefit from service providers in areas such as; substance abuse counseling, medical assistance, mental health counseling, and employment assistance. The SPIRIT Project also allows officers of the VCRT to match resources to individuals known to officers, such as directing them to social services that assist with employment, educational programs (GED completion), substance abuse programs, and family counseling. Arrest is not a precondition to the service. The TPD recognizes that basic resources for living (food, shelter, clothing, transportation) can help victims improve their situation and that positive outreach by law enforcement can help link isolated individuals to services.

In September 2016, a second VCRT squad was implemented upon being awarded a 2015 COPPS Grant after commission approval. The department now consists of two squads providing coverage on the North and South side of Tallahassee.

2016 COPPS Grant- 15 COPPS Liaison Officers-FY18

As an organization the ability to address ongoing issues and problems within neighborhoods in a timely and consistent manner is a priority. Community policing is creative problem-solving and uses a variety of resources to resolve a crime complaint or quality of life issue in a timely manner. The fifteen designated COPPS Liaison Officers will be disseminated over fifteen patrol squads. This will greatly enhance the department's ability to address issues within neighborhoods with a systematic approach to ensure long term success.

The assigned COPPS Liaison Officer serves as the point of contact for each squad they are assigned, bringing resources to address the identified problem. In essence, any patrol officer will consult with their designated COPPS Liaison Officer about an ongoing problem. The COPPS Liaison Officer can refer to any of our COPPS Squads and Supervisors for guidance in developing an implementation plan to address the issue. The COPPS Liaison Officer will invest his patrol squad in moving forward with a resolution which allows the COPPS Squads to address other ongoing long term concerns within other focus areas.

Upon completion of the officer hiring process, TPD proposes to implement the following:

- Select officers to serve as the COPPS liaison officer for their squad and designated neighborhoods within the City of Tallahassee
- Provide community policing and problem-solving training
- Utilize Crime Analysis for analytical support
- Officers will attend community meetings and meet with residents to determine specific needs
- COPPS Liaison officers will implement plans to address community needs
- COPPS Liaison officers will utilize all city resources available to remedy community issues
- Document community involvement
- Assess weekly initiatives and make adjustments based on stats and community input
- Summarize data in monthly performance measures.

Crime Statistics:

The demand for public safety services is complex when serving a diverse community. As the Capital of the State of Florida, Tallahassee's population has grown steadily over time. This growth creates a corresponding demand for City services, specifically the delivery of public safety services. In addition, the City serves as an epicenter for higher education, state and county government, as well as a center of commerce for the region. There are three educational institutions within the City boundaries that service a combined total of over 70,000 students.

Neighborhood demands for public safety services range from responding to traffic complaints, property crimes and illegal drug activity, to life safety issues involving violence. One of the Police Department's primary goals is to reduce violent and property crime in all Tallahassee neighborhoods while at the same time meeting the disparate expectations of approximately 188,000 residents and an estimated daytime service population of 300,000.

2015/2016 Comparative Analysis-Violent Crime

Crime	2015	2016	% Change
Murder	16	11	-31.3%
Rape	235	207	-11.9%
Robbery	399	405	1.5%
Aggravated Assault	1297	1063	-18.0%
Violent Crime Total	1947	1686	-13.4%
Violent Crime Rate	1035.7	888.9	-14.2%

10-year Comparative-Violent Crime

Year	Murder	Rapes	Robbery	Agg. Assaults	Total
2016	11	207	405	1063	1686
2015	16	235/72*	399	1297	2019
2014	14	198/65*	307	1174	1758
2013	11	160/38*	387	840	1398
2012	12	115	525	930	1582
2011	10	107	511	1033	1661
2010	13	130	492	1167	1802
2009	6	120	474	1047	1647
2008	8	133	642	1125	1908
2007	5	136	568	1104	1813
2006	10	155	452	998	1615

*Fondling was counted for the years 2013, 2014 and 2015

2015, 2016 and 2017 Year to Date Comparison for Violent and Property Crime

Type of Crime	May 2015	May 2016	May 2017	January 2015 – May 2015	January 2016 – May 2016	January 2017 – May 2017
Murder	4	1	0	6	3	3
Sex Crimes	25	14	13	102	79	81
Robbery	30	40	25	140	161	161
Aggravated Assault	120	77	69	454	365	427
Violent Crime	179	132	107	702	608	672

Total							
Burglary	164	150	96	726	809	560	
Larceny	400	654	526	1,993	2,565	2,421	
Motor Vehicle Theft	57	130	35	335	375	266	
Property Crime Total	621	934	657	3,054	4,124	3,247	

Violent Crime Total January-May 2015-2017

- 10.5% increase in violent crime over the same reporting period from 2016.
- 4.2% decrease in violent crime over the same reporting period from 2015.

Property Crime Total-January May 2015-2017



















- 21% decrease in property crimes over the same reporting period from 2016.
- 6% decrease in property crimes over the same reporting period from 2015.

Public Communications Efforts:

Today's media is faster, more de-centralized, and more intense. Social media has changed the dynamics of information availability and has made incidents at all levels more severe in their perception. The Tallahassee Police Department continues to utilize Facebook, Twitter and Instagram social media platforms to inform the public about public safety initiatives, fraud alerts and community events affecting the City of Tallahassee. In addition, the Tallahassee On-Line Police Statistics (TOPS) program has been overhauled to include more features and shorter time delays for end users, furthering transparency of the department. TPD also recently added the NextDoor application to its social media platform. NextDoor allows TPD to communicate directly with specific neighborhoods or areas of Tallahassee regarding individual crimes, trends or emergency situations. The Tallahassee Police Department utilized several platforms for the messaging, including videos, custom flyers, press releases and photographs to inform the public about the different events. TPD will continue to post surveillance videos & photos of crimes in progress, asking for the public's help in identifying possible suspects.

The amount of "Likes" for the police department's Facebook page rose from 11,384 to 12,810. "Likes" on a Facebook page is a gauge of how many people are following the information that is being disseminated. In the last five years, since the department began using Facebook, the likes have gone from less than 1,500 to the current number of over 12,000. A monthly comparison of the department's Facebook page using the "Insights" tool published by Facebook shows the Tallahassee Police Department regularly ranks third when compared to entities with similar posts and pages on Facebook in our area. The Florida Department of Law Enforcement's State Page and the Florida Department of Highway and Safety's State Page are the two pages which currently receive a higher ranking than the police department's page. It should be noted that both of the pages are "statewide" and reach a wider audience than the mostly local police department page.

Date June 21, 2017

Page		Total Page Likes	From Last Week	Posts This Week	Engagement This Week
1	 FDLE	36.2K 	▲1.1%	14	5.5K 
2	 Department of Highway S...	18.5K 	▲4.9%	15	3.2K 
YOU 3	 City of Tallahassee Police...	12.8K 	▲0.4%	43	917 
Keep up with the Pages you watch. Get More Likes					
4	 City of Tallahassee - Park...	7.2K 	▲0.2%	6	18 
5	 City of Tallahassee Fire D...	4.7K 	0%	0	0 
6	 Leon County EMS	723 	▼0.4%	0	0 

In the continuing effort to highlight our community engagement a second full time position was recently added to the Public Information Office to expand our use of the social media platform. The second position will be filled temporarily for 90 days and re-assessed to determine if the position will become permanent. The second officer assigned will focus primarily on proactive social media posts, expanding the platforms TPD uses and attending events TPD members are hosting.

Options

1. Receive agenda materials as presented.
2. Provide further direction.

Attachments/References

TPD Community-Related Programs and Services

Hotspot Maps

COPS Community Policing Defined

TPD 2016-2020 Strategic Plan

Uniform Crime Reporting Statistics - Their Proper Use
Presentation

[TPD Community Programs List.pdf \(297 KB\)](#)

[Hotspot Maps.pdf \(6,311 KB\)](#)

[COPS Community Policing Defined.pdf \(5,504 KB\)](#)

[2016-2020 Strategic Plan.pdf \(1,148 KB\)](#)

[Uniform Crime Reporting Statistics - Their Proper Use.pdf \(815 KB\)](#)

[Presentation.pdf \(5,657 KB\)](#)



Tallahassee Police Department Community-Related Programs and Services

PROGRAMS

Apartment Complex Neighborhood Watch
RAD (Rape Aggression Defense)
Citizen's Police Academy
Neighborhood Crime Watch
CARfit
AARP Driver Safety Program

YOUTH PROGRAMS

DEFY Program
TAC Students
Tallahassee Police Athletic League
RadKIDz
Youth Citizens' Police Academy
S.P.E.E.D.

COMMUNITY PARTNERSHIP PROGRAMS

Fill a Truck – Second Harvest
Meals on Wheels – Elder Care Services
Summer Food Bus-Second Harvest
Pack the Patrol Car – Target
Battle of the Belts
Big Bend Heart Walk
FAMU Turkey Day
MADD
Laurens Walk
Victims' Rights week
Special Olympics
United Way
Urban League
Refuge House

SERVICES & SEMINARS

Residential, Commercial and CPTED Security Surveys
“TPD & YOU”
Victim Advocacy Services
Graffiti Abatement
National Night Out
Child Safety Seat Inspection/Installation
Community Relations and Education Displays
Crime Prevention Tips
Child I.D.
Kids Internet Safety Awareness
Identify Theft Seminars
Commercial Armed Robbery & Bank Robbery Seminars
Employee Theft and Shoplifting Seminars
Vacation and Holiday Safety Tips
Workplace Violence Seminars
“Officer Friendly” Safety Seminars
Cone with a Cop
Coffee with a Cop

ONLINE SERVICES

Tallahassee Online Police Statistics (TOPS)
Online Reporting (COPLogic)
Satisfaction Surveys
Complaint Surveys
Special Events Planning Application
Extra Patrols & Property Checks Requests

SOCIAL MEDIA OUTREACH

Facebook
Instagram
Twitter
NextDoor

PROGRAMS

Apartment Complex Neighborhood Watch

A virtual network that will provide up to date statistics within an apartment complex, as well as safety awareness tips. We will also provide crime prevention tips to address potential crime issues depending on the time of year or holiday season. Our goal is to provide educational security measures to citizens while living in an apartment complex.

RAD (Rape Aggression Defense)

The Rape Aggression Defense (R.A.D) System is a program of realistic self-defense tactics and techniques for women. The R.A.D. System is a comprehensive, women-only course that begins with awareness, prevention, risk reduction and risk avoidance, while progressing on to the basics of hands-on defense training. R.A.D. is not a Martial Arts program. Our courses are taught by nationally certified R.A.D. Instructors.

Citizens' Police Academy

The Citizens' Police Academy (CPA) is an informative learning process that provides an opportunity for citizens to receive 9 weeks of both classroom and field instruction regarding the various responsibilities facing our officers. CPA attendees are also made aware of the procedures and techniques used by officers in a variety of scenarios, together with the rationale and justification in support of those procedures or technique.

Neighborhood Crime Watch

Neighborhood Watch is a crime prevention program designed to increase neighborhood livability by reducing crime and the fear of crime through education and communication. Members of TPD's Community Relations Unit facilitate monthly, bi-monthly and quarterly meetings with neighborhoods, providing information such as:

- Community approach to crime prevention utilizing citizen involvement in discouraging and preventing residential crime.
- Specific security measures are demonstrated to homeowners in order to deter or delay a burglar.
- Homeowners are instructed about the correct way to secure their premises and advised of the daily habits that may invite crime.
- Instructions are given concerning what to look for in suspicious persons and vehicles in their neighborhoods.
- The program conveys to the homeowners types of security devices that will aid in burglary prevention.

CARfit

CARfit is a FREE, interactive and educational program that teaches participants how to make their personal vehicle "fit" them to increase safety and mobility when they hit the road. We review 12 key areas of your fit to your car such as adequate space from the steering wheel, proper seat belt use, and properly adjusted

head restraints. We teach participants how to use and adjust your safety devices. Each checkup takes about 20 minutes— this is not a driving test or mechanical inspection.

AARP Driver Safety Program

The Driver Safety Program is an eight-hour classroom refresher course for motorists aged 50 and over who have years of driving experience. The Tallahassee Police Department teamed up with A.A.R.P. (American Association of Retired Persons) to sponsor and teach this driver refresher program.

YOUTH PROGRAMS

DEFY Program

Drug Education for Youth (DEFY) Program is a prevention program for kids ages 9-12. DEFY deters "at risk" behaviors by giving kids the tools they need to resist drugs and develop positive social skills. The leadership and life skills training provided by DEFY include: goal-setting, team building, conflict resolution, gang resistance and decision making.

TAC Students

TAC Students is a leadership development program designed to prepare students to be leaders in every phase of their lives. This program will prepare young people for the unexpected challenges in their changing culture, especially during adolescent years. It will help them to set and achieve goals and develop individual confidence. The teamwork aspect will increase interpersonal skills and help prepare them for the future. This program is designed to be exciting while drawing together many important issues students face today.

Tallahassee Police Athletic League

TAL PAL is a not for profit, 501(c) 3, juvenile crime prevention program operated by the Tallahassee Police Department and a board of directors. The goal of TAL PAL is to team young persons, aged 7-17, with police officers and other caring individuals within our community. This is accomplished through recreation and educational programs in order to foster long-term, positive relationships through mentorship.

RADKidz

Personal Empowerment Safety Program, (Resisting Aggression Defensively), is a program to provide educational opportunities for children ages 7-12 and parents concerning awareness and personal safety strategies, instilling confidence, and reducing the possibility of adverse physical control or harm.

Youth Citizens' Police Academy

The Youth Citizens' Police Academy (YCPA) is an informative program designed for youth in Tallahassee. During this 6-week program, YCPA participants will interact with officers and members of the Tallahassee Police Department while learning the procedures and techniques used by officers in a variety of situations such as patrol operations, traffic enforcement, use of force, criminal investigations, crime lab and evidence gathering techniques. They will also see demonstrations by the Tactical (TAC), and K-9 Unit, and much

more. Classes meet once per week on Tuesdays from 6:30pm-8:30pm, with exceptions for demonstrations by the K-9 Unit and TAC.

S.P.E.E.D.

Tallahassee Police Department's Traffic Unit officers provide an engaging classroom setting for the SPEED Program. SPEED (Supportive Parents and Police Educating Early Drivers) is a four-hour interactive, learning experience offered to teens ages 15-19 and their parents/guardians. It focuses on the importance of seatbelt usage and safe driving behaviors. SPEED includes a practical learning environment with the speed enforcement laser, fatal vision goggles (simulates impairment), videos, and a question/answer session. This course satisfies the traffic court defensive driving school requirement for a first time traffic violation. Classes are offered monthly.

SERVICE & SEMINARS

Residential, Commercial and CPTED Security Surveys

At a citizen's request, either directly or via a police officer, surveys will be conducted for residential housing and commercial establishments. The surveys identify areas of security concerns and provide suggestions to further protect the property from criminal activity.

"TPD & You"

This popular forum provides an opportunity for citizens to sit and talk with Chief DeLeo and let him hear first-hand about issues or concerns in the community. A variety of light foods and beverages will be provided. Chief DeLeo and his staff will provide feedback on issues raised at the last "TPD and You". Representatives from other city departments such as Code Enforcement, Neighborhood and Community Services, and Traffic Engineering will also be on-hand to address your questions.

Victim Advocacy Services

Established in 1992 to provide immediate assistance to victims of crime as well as their families, the Victim Advocacy Unit is committed to providing comprehensive services and support that address the physical, emotional, and financial needs that result from victimization. In addition to the on scene support provided by the unit, advocates review offense reports on a daily basis and assess the need for follow up as well as provide assistance to those victims referred to the unit by officers and other agencies. A victim advocate has the unique ability of being able to devote attention to the various needs of the victim while at the same time acting as a liaison with officers to keep the victim and their family informed on how the criminal case is progressing. The unit is staffed with four advocates who provide 24-hour assistance.

Graffiti Abatement

The City of Tallahassee has established a Graffiti Abatement Program to rid our City of unsightly graffiti. City departments are partnering together and with neighborhood leaders and business owners to immediately remove graffiti from our City. Our message is simple, "Graffiti is not welcome in the City of Tallahassee!"

National Night Out

National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live. National Night Out enhances the relationship between neighbors and law enforcement while bringing back a true sense of community. Furthermore, it provides a great opportunity to bring police and neighbors together under positive circumstances.

Child Safety Seat Inspection/Installation

The Tallahassee Police Department's Traffic Unit's certified Child Safety Seat Technician assist parents with child safety seat checks by appointment only. Appointments are from 10:00am - Noon each Wednesday. There are only be eight appointments available each Wednesday, so please be sure to call in advance. To schedule an appointment, please call 891-4261.

Community Relations Safety and Prevention

The Community Relations Unit consists of certified Crime Prevention Practitioners whose primary goal is to promote community policing and crime prevention efforts. Officers establish partnerships with Neighborhood Associations and Crime Watch Groups throughout the city and coordinate specialized programs as Graffiti Abatement, Crime Stoppers, the RAD and radKIDS Self-Empowerment Safety program. Additionally, the practitioners teach crime reduction and personal safety seminars as well as target hardening strategies to citizens and community organizations through:

- Crime Prevention Tips
- Community Relations and Education Displays
- Child I.D.
- Kids Internet Safety Awareness
- Identity Theft Seminars
- Commercial Armed Robbery & Bank Robbery Seminars
- Employee Theft and Shoplifting Seminars
- Vacation and Holiday Safety Tips
- Workplace Violence Seminars
- "Officer Friendly" Safety Seminars
- Cone with a Cop
- Coffee with a Cop

ONLINE SERVICES

Tallahassee Online Police Statistics (TOPS)

The data on this website is specific to the City of Tallahassee only (Tallahassee Police Department). All TPD activities are tracked via a Computer Aided Dispatch (CAD) application. TPD personnel provide specific codes at the conclusion of every call for service that categorizes the incident. All incident data is imported directly from the TPD CAD database to the Tallahassee Online Police Statistics website.

TOPS can be used for numerous reasons:

- Crime Watch and Crime Prevention programs that want to keep informed about city and neighborhood police activity
- The real estate industry requires this type of information for people purchasing and selling residential and commercial properties
- Students moving to Tallahassee to attend FSU, FAMU and TCC looking for apartment complexes
- Business associations and business investors
- News media
- Identification of traffic crash locations
- People concerned with Tallahassee crime activity

Online Reporting (COPLogic)

This online police report service enables you to submit and print, at no charge, a non-emergency report immediately.

Satisfaction Surveys

Survey citizens can use to provide the agency with feedback on the service the received. The Tallahassee Police Department's main goals are to provide the best public service possible and to improve our crime fighting efforts each and every day. We rely on input from the citizens we serve to assist us as we strive to become a "World Class Agency."

Complaint Surveys

Any citizen who feels that he or she has been mistreated by a sworn officer or a civilian member of the Tallahassee Police Department has the right to file a complaint. The Internal Affairs Unit of TPD reports directly to the Chief of Police and has the responsibility of investigating certain complaints of misconduct against members of the police department. Depending on the nature of the complaint, cases are investigated by either the Internal Affairs Unit or are sent to the member's direct supervisor for investigation.

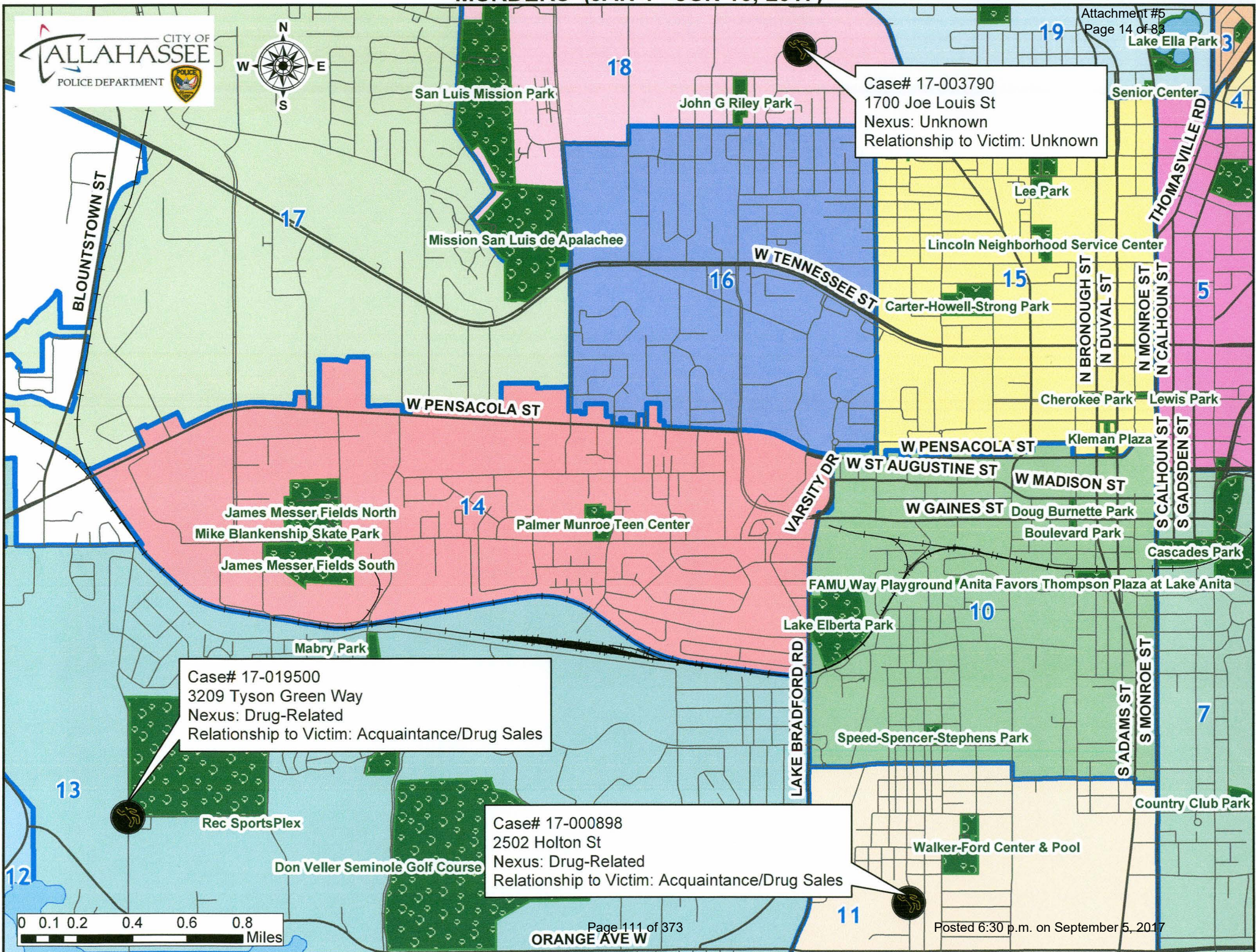
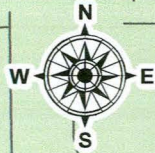
Special Events Planning Application

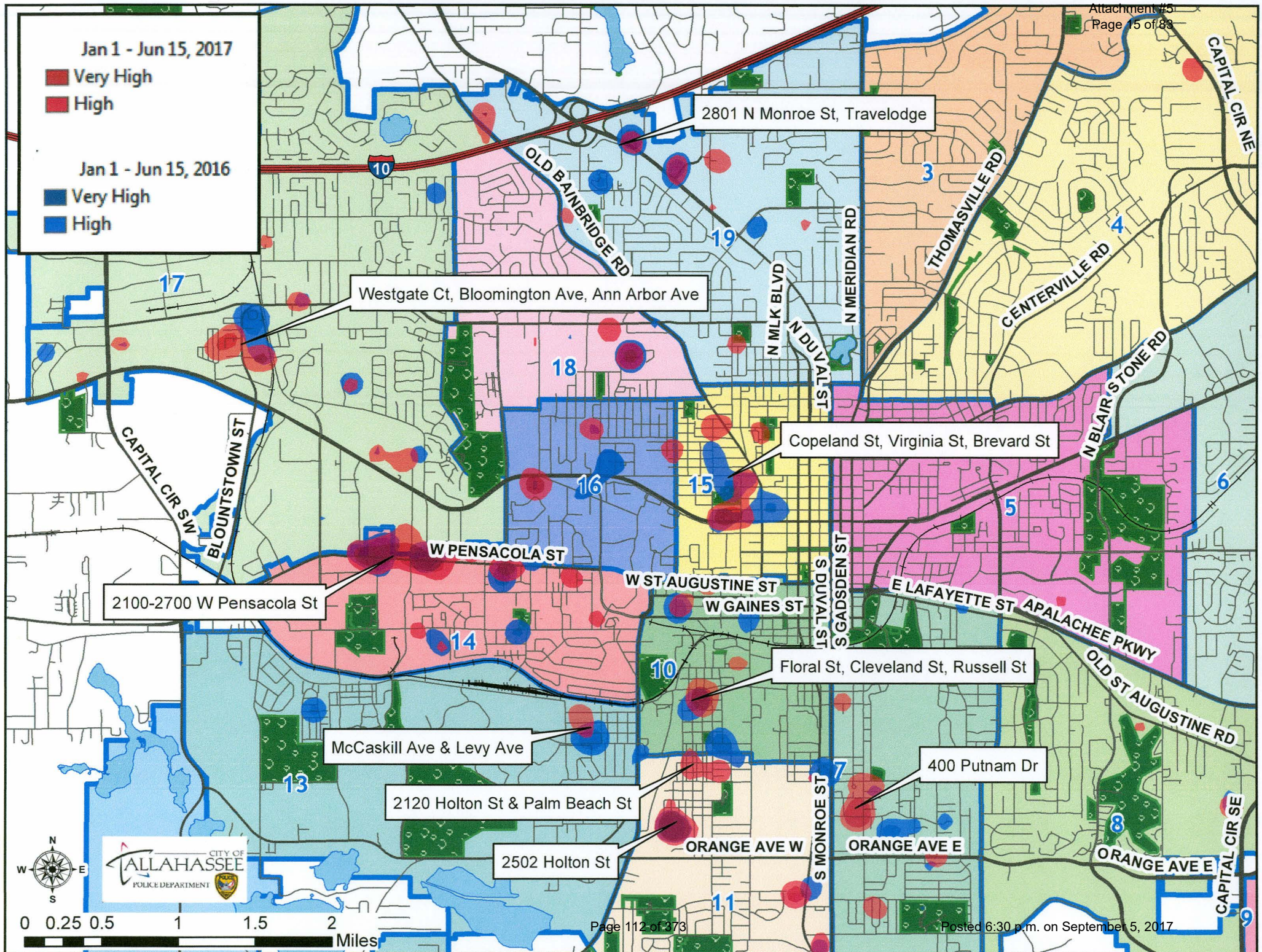
Application used by the Special Events Unit for coordination of special events within the City of Tallahassee. The Special Events Unit is responsible for planning and staffing for security and traffic control at major community events in Tallahassee. Some of those events include the Springtime Tallahassee Parade, Florida A & M University and Florida State University football games, the annual Celebration of Lights, and all dignitary visits to the city. The coordination and planning for all events is performed by the Special Events Sergeant.

Extra Patrols & Property Checks Requests

The Tallahassee Police Department is pleased to offer an Extra Patrol/House/Business Check on your property during a vacation or any period of time you may be away from the premises.

MURDERS (JAN 1 - JUN 16, 2017)



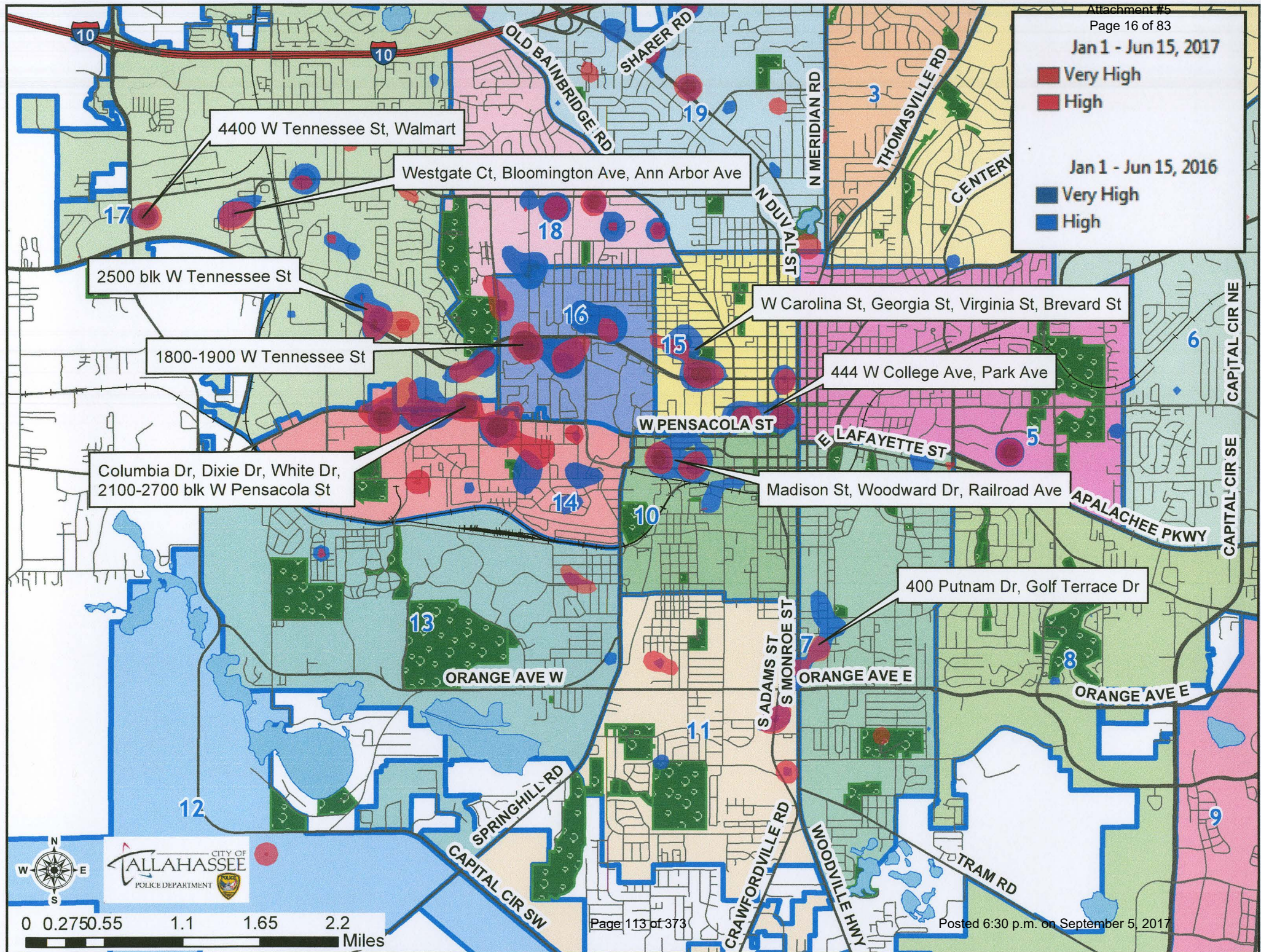


Jan 1 - Jun 15, 2017

Very High
High

Jan 1 - Jun 15, 2016

Very High
High



Community Policing Defined



COPS
Community Oriented Policing Services
U.S. Department of Justice

The Primary Elements of Community Policing

Other Government Agencies

Community Members/Groups

Nonprofits / Service Providers

Private Businesses

Media

Agency
Management

Organizational
Structure

Personnel

Information
Systems (Technology)

Community
Partnerships

Organizational
Transformation

Problem
Solving

S Scanning

A Analysis

R Response

A Assessment

Using the Crime Triangle

Community policing is a philosophy that promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime.

Community policing comprises **three** key components:

Community Partnerships

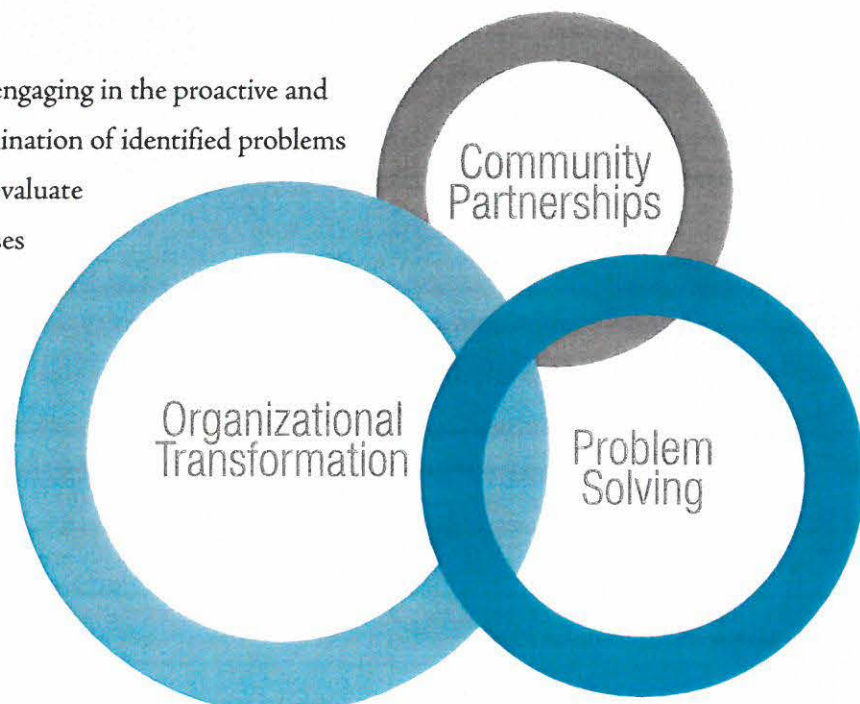
Collaborative partnerships between the law enforcement agency and the individuals and organizations they serve to develop solutions to problems and increase trust in police

Organizational Transformation

The alignment of organizational management, structure, personnel, and information systems to support community partnerships and proactive problem solving

Problem Solving

The process of engaging in the proactive and systematic examination of identified problems to develop and evaluate effective responses





Community Partnerships

Collaborative partnerships between the law enforcement agency and the individuals and organizations they serve to develop solutions to problems and increase trust in police

Community policing, recognizing that police rarely can solve public safety problems alone, encourages interactive partnerships with relevant stakeholders. The range of potential partners is large, and these partnerships can be used to accomplish the two interrelated goals of developing solutions to problems through collaborative problem solving and improving public trust. The public should play a role in prioritizing and addressing public safety problems.

Other Government Agencies

Law enforcement organizations can partner with a number of other government agencies to identify community concerns and offer alternative solutions. Examples of agencies include legislative bodies, prosecutors, probation and parole, public works departments, neighboring law enforcement agencies, health and human services, child support services, ordinance enforcement, and schools.

Community Members/Groups

Individuals who live, work, or otherwise have an interest in the community—volunteers, activists, formal and informal community leaders, residents, visitors and tourists, and commuters—are a valuable resource for identifying community concerns. These factions of the community can be engaged in achieving specific goals at town hall meetings, neighborhood association meetings, decentralized offices/storefronts in the community, and team beat assignments.

Nonprofits / Service Providers

Advocacy and community-based organizations that provide services to the community and advocate on its behalf can be powerful partners. These groups often work with or are composed of individuals who share common interests and can include such entities as victims groups, service clubs, support groups, issue groups, advocacy groups, community development corporations, and the faith community.

Private Businesses

For-profit businesses also have a great stake in the health of the community and can be key partners because they often bring considerable resources to bear in addressing problems of mutual concern. Businesses can help identify problems and provide resources for responses, often including their own security technology and community outreach. The local chamber of commerce and visitor centers can also assist in disseminating information about police and business partnerships and initiatives, and crime prevention practices.

Media

The media represent a powerful mechanism by which to communicate with the community. They can assist with publicizing community concerns and available solutions, such as services from government or community agencies or new laws or codes that will be enforced. In addition, the media can have a significant impact on public perceptions of the police, crime problems, and fear of crime.



Organizational Transformation

The alignment of organizational management, structure, personnel, and information systems to support community partnerships and proactive problem solving

The community policing philosophy focuses on the way that departments are organized and managed and how the infrastructure can be changed to support the philosophical shift behind community policing. It encourages the application of modern management practices to increase efficiency and effectiveness. Community policing emphasizes changes in organizational structures to institutionalize its adoption and infuse it throughout the entire department, including the way it is managed and organized, its personnel, and its technology.

Agency Management

Under the community policing model, police management infuses community policing ideals throughout the agency by making a number of critical changes in climate and culture, leadership, formal labor relations, decentralized decision making and accountability, strategic planning, policing and procedures, organizational evaluations, and increased transparency.

Climate and culture

Changing the climate and culture means supporting a proactive orientation that values systematic problem solving and partnerships. Formal organizational changes should support the informal networks and communication that take place within agencies to support this orientation.

Leadership

Leaders serve as role models for taking risks and building collaborative relationships to implement community policing, and they use their position to influence and educate others about it. Leaders, therefore, must constantly emphasize and reinforce community policing's vision, values, and mission within their organization and support and articulate a commitment to community policing as the predominant way of doing business.

Labor relations

If community policing is going to be effective, police unions and similar forms of organized labor must be a part of the process and function as partners in the adoption of the community policing philosophy. Including labor groups in agency changes can ensure support for the changes that are imperative to community policing implementation.

Decision making

Community policing calls for decentralization in both command structure and decision making. Decentralized decision making allows frontline officers to take responsibility for their role in community policing. When an officer is able to create solutions to problems and take risks, he or she ultimately feels accountable for those solutions and assumes a greater responsibility for the well-being of the community. Decentralized decision making involves flattening the hierarchy of the agency, increasing tolerance for risk taking in

problem-solving efforts, and allowing officers discretion in handling calls. In addition, providing sufficient authority to coordinate various resources to attack a problem and allowing officers the autonomy to establish relationships with the community will help define problems and develop possible solutions.

Strategic planning

The department should have a written statement reflecting a department-wide commitment to community policing and a plan that matches operational needs to available resources and expertise. If a strategic plan is to have value, the members of the organization should be well-versed in it and be able to give examples of their efforts that support the plan. Components such as the organization's mission and values statement should be simple and communicated widely.

Policies

Community policing affects the nature and development of department policies and procedures to ensure that community policing principles and practices have an effect on activities on the street. Problem solving and partnerships, therefore, should become institutionalized in policies, along with corresponding sets of procedures, where appropriate.

Organizational evaluations

In addition to the typical measures of police performance (arrests, response times, tickets issued, and crime rates), community policing calls for broadening police outcome measures to include such things as greater community satisfaction, less fear of crime, the alleviation of problems, and improvement in quality of life. Community policing calls for a more sophisticated approach to evaluation—one that looks at not only how outcomes are measured but also how feedback information is used.

Transparency

Community policing involves decision-making processes that are more open than traditional policing. If the community is to be a full partner, the department needs mechanisms for readily sharing relevant information on crime and social disorder problems and police operations with the community.

Organizational Structure

It is important that the organizational structure of the agency ensure that local patrol officers have decision-making authority and are accountable for their actions. This can be achieved through long-term assignments, the development of officers who are generalists, and using special units appropriately.

Geographic assignment of officers

With community policing, there is a shift to the long-term assignment of officers to specific neighborhoods or areas. Geographic deployment plans can help enhance customer service and facilitate more contact between police and citizens, thus establishing a strong relationship and mutual accountability. Beat boundaries should correspond to neighborhood boundaries, and other government services should recognize these boundaries when coordinating government public-service activities.

Despecialization

To achieve community policing goals, officers have to be able to handle multiple responsibilities and take a team approach to collaborative problem solving and partnering with the community. Community policing encourages its adoption agency-wide, not just by special units, although there may be a need for some specialist units that are tasked with identifying and solving particularly complex problems or managing complex partnerships.

Resources and finances

Agencies have to devote the necessary human and financial resources to support community policing to ensure that problem-solving efforts are robust and that partnerships are sustained and effective.

Personnel

The principles of community policing need to be infused throughout the entire personnel system of an agency, including recruitment, hiring, selection, and retention of all law enforcement agency staff, from sworn officers to civilians and volunteers. Personnel evaluations, supervision, and training must also be aligned with the agencies' community policing views.

Recruitment, hiring, and selection

Agencies need a systematic means of incorporating community policing elements into their recruitment, selection, and hiring processes. Job descriptions should recognize community policing and problem-solving responsibilities and encourage the recruitment of officers who have a “spirit of service” instead of only a “spirit of adventure.” A community policing agency also has to thoughtfully examine where it is seeking recruits, whom it is recruiting and hiring, and what is being tested. Agencies are also encouraged to seek community involvement in this process through the identification of competencies and participation in review boards.

Personnel supervision/evaluations

Supervisors must tie performance evaluations to community policing principles and activities that are incorporated into job descriptions. Performance, reward, and promotional procedures should support sound problem-solving activities, proactive policing, community collaboration, and citizen satisfaction with police services.

Training

Training at all levels—academy, field, and in-service—must support community policing principles and tactics. It also needs to encourage creative thinking, a proactive orientation, communication and analytical skills, and techniques for dealing with quality-of-life concerns and maintaining order. Officers can be trained to identify and correct conditions that could lead to crime, raise public awareness, and engage the community in finding solutions to problems. Field training officers and supervisors need to learn how to encourage problem solving and help officers learn from other problem-solving initiatives. Until community policing is institutionalized in the organization, training in its fundamental principles will need to take place regularly.

Information Systems (Technology)

Community policing is information-intensive, and technology plays a central role in helping to provide ready access to quality information. Accurate and timely information makes problem-solving efforts more effective and ensures that officers are informed about the crime and community conditions of

their beat. In addition, technological enhancements can greatly assist with improving two-way communication with citizens and in developing agency accountability systems and performance outcome measures.

Communication / access to data

Technology provides agencies with an important forum by which to communicate externally with the public and internally with their own staff. To communicate with the public, community policing encourages agencies to develop two-way communication systems through the Internet that allow for online reports, reverse 911 and e-mail alerts, discussion forums, and feedback on interactive applications (e.g., surveys or maps), thereby creating ongoing dialogues and increasing transparency.

Technology encourages effective internal communication through memoranda, reports, newsletters, e-mail and enhanced incident reporting, dispatch functions, and communications interoperability with other entities for more efficient operations. Community policing also encourages the use of technology to develop accountability and performance measurement systems that are timely and contain accurate metrics and a broad array of measures and information.

Community policing encourages the use of technology to provide officers with ready access to timely information on crime and community characteristics within their beats, either through laptop computers in their patrol cars or through personal data devices. In addition, technology can support crime/problem analysis functions by enabling agencies to gather more detailed information about offenders, victims, crime locations, and quality-of-life concerns and to further enhance analysis.

Quality and accuracy of data

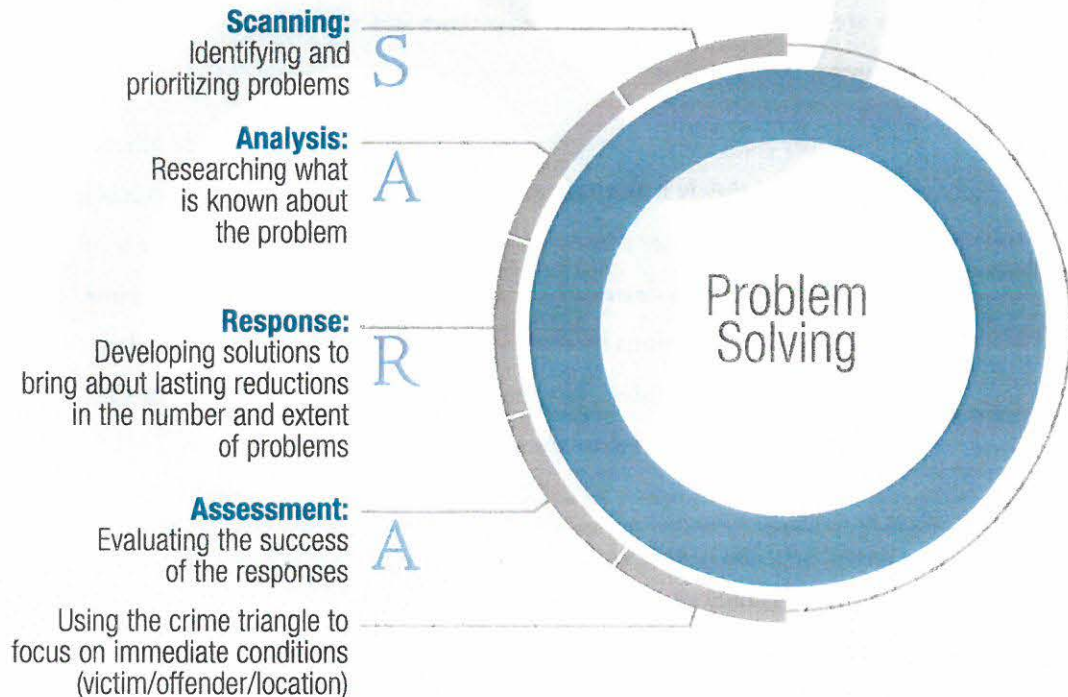
Information is only as good as its source; therefore, it is not useful if it is of questionable quality and accuracy. Community policing encourages agencies to put safeguards in place to ensure that information from various sources is collected in a systematic fashion and entered into central systems that are linked to one another and checked for accuracy so that it can be used effectively for strategic planning, problem solving, and performance measurement.

Problem Solving

The process of engaging in the proactive and systematic examination of identified problems to develop and evaluate effective responses

Community policing emphasizes proactive problem solving in a systematic and routine fashion. Rather than responding to crime only after it occurs, community policing encourages agencies to proactively develop solutions to the immediate underlying conditions contributing to public safety problems. Problem solving must be infused into all police operations and guide decision-making efforts. Agencies are encouraged to think innovatively about their responses and view making arrests as only one of a wide array of potential responses. A major conceptual vehicle for helping officers to think about problem solving in a structured and disciplined way is the SARA (scanning, analysis, response, and assessment) problem-solving model.

10



Scanning: Identifying and prioritizing problems

The objectives of scanning are to identify a basic problem, determine the nature of that problem, determine the scope of seriousness of the problem, and establish baseline measures. An inclusive list of stakeholders for the selected problem is typically identified in this phase. A problem can be thought of as two or more incidents similar in one or more ways and that is of concern to the police and the community. Problems can be a type of behavior, a place, a person or persons, a special event or time, or a combination of any of these. The police, with input from the community, should identify and prioritize concerns.

Analysis: Researching what is known about the problem

Analysis is the heart of the problem-solving process. The objectives of analysis are to develop an understanding of the dynamics of the problem, develop an understanding of the limits of current responses, establish correlation, and develop an understanding of cause and effect. As part of the analysis phase, it is important to find out as much as possible about each aspect of the crime triangle by asking who, what, when, where, how, why, and why not about the victim, offender, and crime location.

Response: Developing solutions to bring about lasting reductions in the number and extent of problems

The response phase of the SARA model involves developing and implementing strategies to address an identified problem by searching for strategic responses that are both broad and uninhibited. The response should follow logically from the knowledge learned during the analysis and should be tailored to the specific problem. The goals of the response can range from either totally eliminating the problem, substantially reducing the problem, reducing the amount of harm caused by the problem, or improving the quality of community cohesion.

Assessment: Evaluating the success of the responses

Assessment attempts to determine if the response strategies were successful by understanding if the problem declined and if the response contributed to the decline. This information not only assists the current effort but also gathers data that build knowledge for the future. Strategies and programs can

be assessed for process, outcomes, or both. If the responses implemented are not effective, the information gathered during analysis should be reviewed. New information may have to be collected before new solutions can be developed and tested. The entire process should be viewed as circular rather than linear, meaning that additional scanning, analysis, or responses may be required.

Using the Crime Triangle to Focus on Immediate Conditions (Victim/Offender/Location)

To understand a problem, many problem solvers have found it useful to visualize links among the victim, offender, and location (the crime triangle) and those factors that could have an impact on them: for example, capable guardians for victims (e.g., security guards, teachers, and neighbors), handlers for offenders (e.g., parents, friends, and probation officers), and managers for locations (e.g., business merchants, park employees, and motel clerks). Rather than focusing primarily on addressing the root causes of a problem, the police focus on the factors that are within their reach, such as limiting criminal opportunities and access to victims, increasing guardianship, and associating risk with unwanted behavior.



John E. Eck, "Police Problems: The Complexity of Problem Theory, Research and Evaluation," in *Problem-Oriented Policing: From Innovation to Mainstream*, ed. Johannes Knutsson, vol. 15 of *Crime Prevention Studies* (Monsey, NY: Criminal Justice Press, 2003), 79–114.

About the COPS Office

The Office of Community Oriented Policing Services (COPS Office) is the component of the U.S. Department of Justice responsible for advancing the practice of community policing by the nation's state, local, territory, and tribal law enforcement agencies through information and grant resources.

Rather than simply responding to crimes once they have been committed, community policing concentrates on preventing crime and eliminating the atmosphere of fear it creates. Earning the trust of the community and making those individuals stakeholders in their own safety enables law enforcement to better understand and address both the needs of the community and the factors that contribute to crime.

COPS Office resources, covering a wide breadth of community policing topics—from school and campus safety to gang violence—are available, at no cost, through its online Resource Center at www.cops.usdoj.gov. This easy-to-navigate website is also the grant application portal, providing access to online application forms.





COPS

Community Oriented Policing Services
U.S. Department of Justice

U.S. Department of Justice
Office of Community Oriented Policing Services
145 N Street NE
Washington, DC 20530

To obtain details on COPS Office programs,
call the COPS Office Response Center at 800-421-6770.

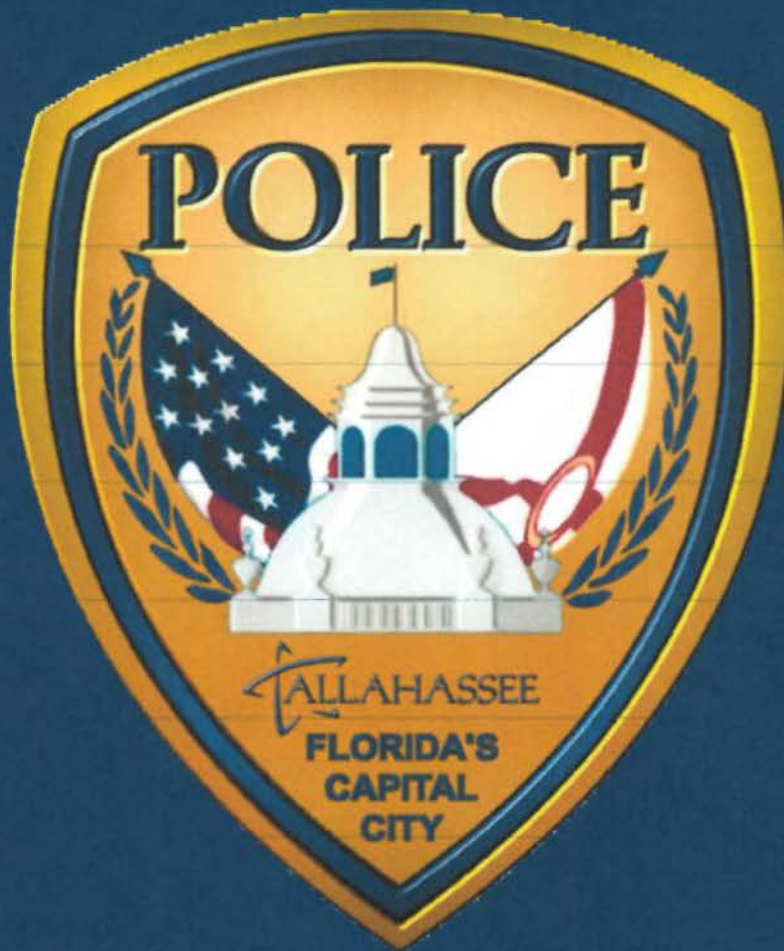
Visit the COPS Office online at www.cops.usdoj.gov.

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Tallahassee Police Department

STRATEGIC PLAN

2016 - 2020



THE TALLAHASSEE POLICE DEPARTMENT MISSION

The mission of the Tallahassee Police Department is to protect the rights of all people, ensure order, and provide for the public's safety through the effective delivery of law Enforcement services while maintaining the highest level of professional standards.

Table of Contents

I.	Introduction.....	
II.	Executive Summary	
III.	Priority 1: Public Safety	
IV.	Priority 2: Workforce	
V.	Priority 3: Communication	
VI.	Priority 4: Facility	
VII.	Ensuring Long Term Success	
VIII.	Conclusion.....	

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Introduction

The Tallahassee Police Department's Strategic Plan provides a public safety framework to guide 409 sworn, 12 reserve officers, and 183 civilian members, augmented by volunteers, who serve under the Chief of Police. The purpose of this strategic plan is to serve as a strategic guide for the department and bureaus for fiscal years 2016 – 2020. The Strategic Plan brings forth the department's value to the law enforcement profession, highlights the various roles in a diverse community, and establishes broad, strategic objectives, with goals and indicators of success – as they apply to the department's core values of Trust, Loyalty, and Commitment.

The Tallahassee Police Department's Strategic Plan aligns with the City of Tallahassee's overarching mission to provide excellent services and facilities to support a high quality of life for our community. All best practices are vetted by professional law enforcement agencies throughout the U.S. and recognized organizations such as the Commission on Accreditation for Law Enforcement Agencies (CALEA), the International Association of Chiefs Of Police (IACP) and the Police Executive Research Forum (PERF).

This Strategic Plan incorporates the distinct needs of the City of Tallahassee. Based upon these unique characteristics and challenges, the Tallahassee Police Department's Strategic Plan outlines four overarching objectives in its pursuit of law enforcement excellence:

Priority 1: Public Safety

Priority 2: Workforce

Priority 3: Communication

Priority 4: Facility

The Tallahassee Police Department strives to meet the highest standards in performing its statutorily assigned missions, managing its workforce and reducing risk while protecting life and property to promote economic prosperity for the citizens. The Tallahassee Police Department is committed to improving its accountability by linking performance measures to its strategic objectives. The priorities, plans of action, and indicators of success serve as a management and communication instrument for department leaders to successfully achieve performance outcomes.

Executive Summary

The Tallahassee Police Department's commitment to a philosophy of Community Oriented Policing philosophy is reflected in our strategic plan. This plan provides a blueprint to ensure that TPD builds on its traditional strengths, identifies our capacity to improve, and continues to emphasize our relationship with the community that we serve.

Our success can no longer be measured solely by traditional means. Drug seizures, criminal arrests, and civil violations, or even numbers of community programs will never convey the Tallahassee Police Department's full value to our community. Using this as our lens for success, the Tallahassee Police Department will work strategically and purposefully to remove barriers and fortify our community outreach and Public Safety programs.

This strategy aims to prioritize our operational focus in order to address emerging and evolving threats in our community, while striking a balance between Public Safety and constitutional liberties. We understand that fiscal constraints require a collaborative and innovative approach to address governance, coordination, and requirements of Public Safety capability. To these ends, this document establishes the Tallahassee Police Department's service strategy for our services, and to support decisional allocation of limited resources. It outlines our vision for the future, establishes strategic objectives, and considers tenants for long-term success.

The next steps will be to continue engaging public and private stake holders; develop concepts of operation optimizing the Tallahassee Police Departments capabilities, and partnerships; determine future needs; and implement the strategic objectives. The Tallahassee Police Department cannot successfully implement this strategy alone. Only by creating new community partnerships and strengthening of existing community partnerships will the Tallahassee Police Department realize its vision.

Sincerely,

Michael J. DeLeo
Chief of Police

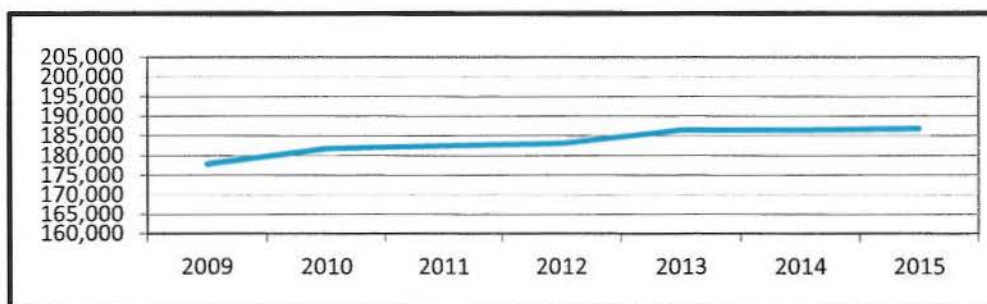
OVERVIEW

The demand for public safety services is complex when serving a diverse community. As the Capital of the State of Florida and a 2015 All American City, Tallahassee is continuing to grow. Subsequent to this growth is a corresponding demand for City services, specifically the delivery of public safety services. In addition, the City serves as an epicenter for higher education, state and county government, as well as a center of commerce for the region. There are three educational institutions within the City boundaries that service a combined total of approximately 68,125 students (FSU-41,473, TCC-17,554, and FAMU-9,098).

In some neighborhoods the demand for public safety services comes from repeated criminal activity related to property crime; while in other neighborhoods it is related to illegal drugs and violent crime. The Police Department's goals include reducing crime in all Tallahassee neighborhoods while at the same time meeting the disparate expectations of 186,841 residents and an estimated daytime service population of 300,000.

The City currently has continued revitalization projects that will result in a significant impact on demand for police services. The development of the Northgate Gateway, Arena District, College Town, Gaines Street and redevelopment of Tallahassee Mall are a small sampling of the significant projects underway throughout the City that will have a tremendous impact on how police services are delivered.

Tallahassee Population



SERVICE ANALYSIS

The City of Tallahassee continues to experience a dramatic increase in the number of violent crimes throughout the service areas. Of particular notoriety is the number of violent acts involving firearms. Violent crime as a whole increased by **14.8%** in 2015, when compared with 2014. Paramount in the review of the 2015 information is the 10.5% increase in aggravated assaults. Aggravated assaults were 1174 in 2014, but reached 1297 in 2015.

A review of property offenses reported via the Uniform Crime report (UCR) shows **burglaries decreased** in 2015 by -10.5%, from 2316 to 2073, while overall property crime in 2015 is reported as 9658; a 6.4% increase. The Police Department's crime-fighting emphasis for the foreseeable future will sharply focus on violence, firearms, and illegal narcotics.

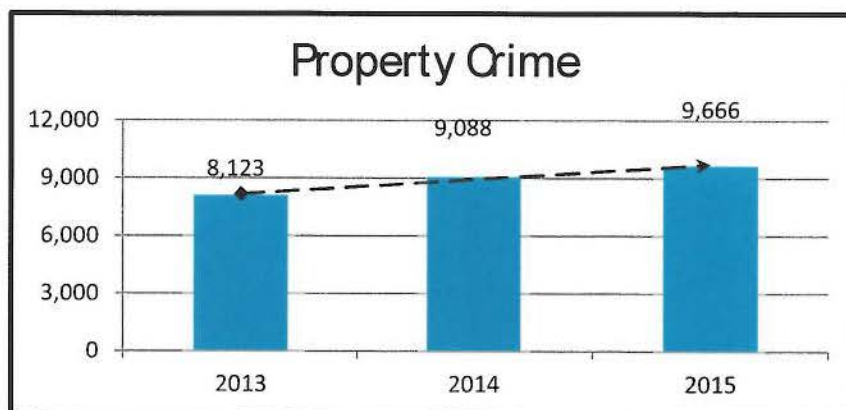
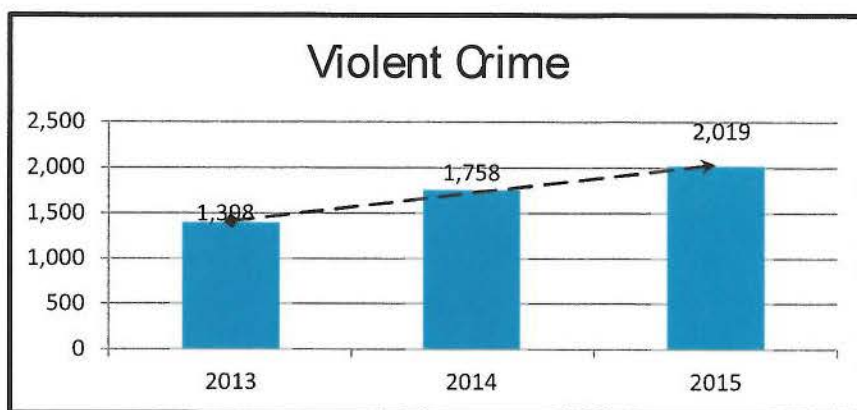
Violent Crime (UCR)

Year	Murder	Rapes/Fondling	Robberies	Aggravated Assaults	Total
2015	16	235/72	399	1297	2019
2014	14	198/65	307	1174	1758
2013	11	160/38	387	802	1398
2012	12	115	525	930	1582
2011	10	107	511	1033	1661

Property Crime (UCR)

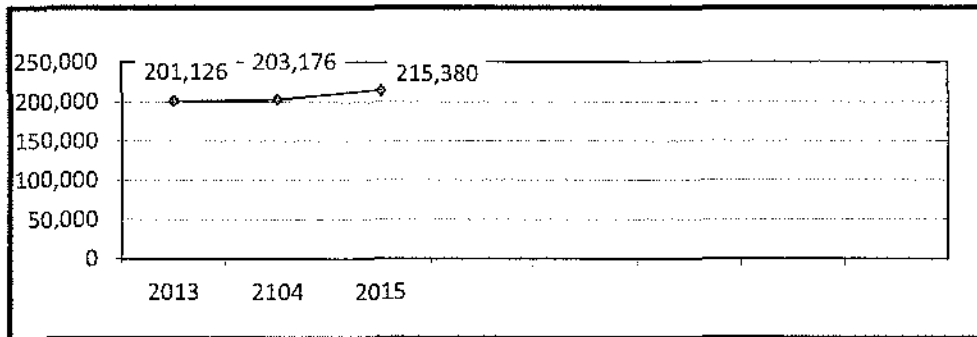
Year	Burglaries	Thefts	Auto Thefts	Arson	Total
2015	2073	6617	968	8	9666
2014	2316	6099	665	8	9088
2013	2082	5594	440	7	8123
2012	2630	5463	524	9	8626
2011	3252	5748	363	20	9383

2013-2015 Change in UCR Violent Crime and Property Crime



A review of calls for service as well as all police activity for the period of 2014 and 2015 revealed a steady increase. In 2014, there were 203,176 calls for service and police related activities. In 2015, that number is 215,380. This translates into an increase of 12,204 calls for service and all related police activity, or a 6.01% increase.

Annual Calls for Service (Fiscal Year)



The Police Department is challenged daily to utilize existing resources more effectively to address violent crime patterns and emerging trends. The public has a reasonable expectation that during critical emergencies police resources will respond very quickly.

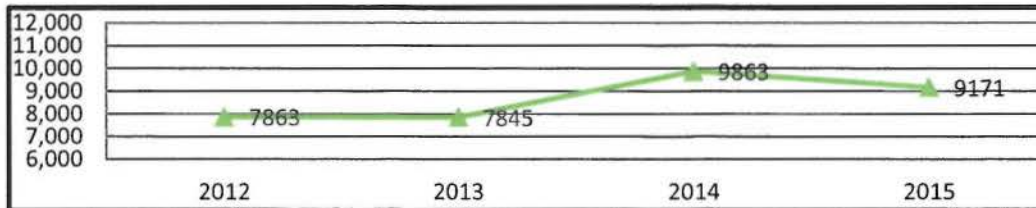
Priority 1 Response Times

FY13	6.8 minutes
FY14	8.4 minutes
FY15	7.7 minutes

TPD's long standing goal is to respond to Priority one calls for service within 5 minutes. With the current staffing levels and increasing calls for service, accomplishing this goal remains inherently difficult.

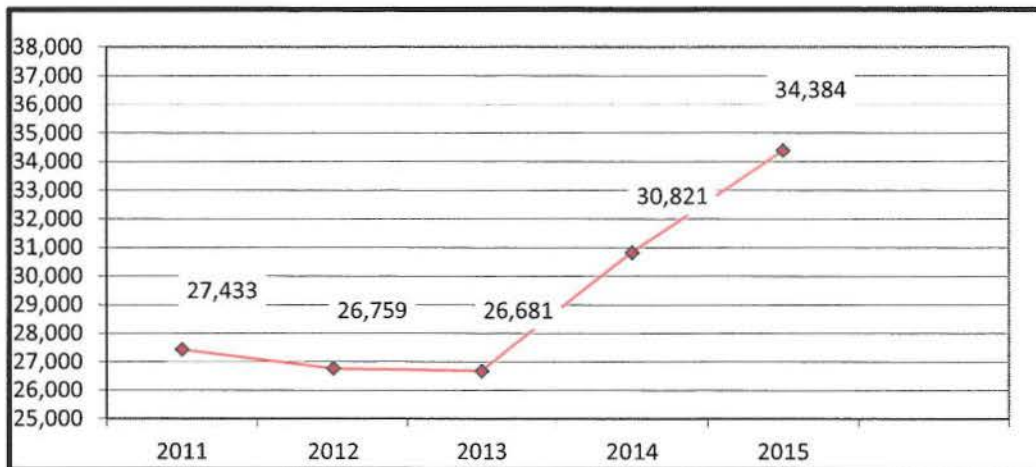
Currently, TPD patrol resources are structured into 3 quadrants within the geographical boundaries of the City of Tallahassee. The quadrants and area of responsibility are spread over a 103 square mile radius. The sheer volume of distance and square mileage enhance management difficulties within any community policing program.

Analysis of Crash Reports (Calendar Year)



Crash reports indicate a slight decrease from 9863 in 2014, to 9171 in 2015, a 7.01% decrease.

Incident Reports (Calendar Year)



The examination shows that incident reports increased significantly by 11.5% from 30,821 incidents to 34,384 incidents between 2014 and 2015. As depicted in the chart above, this figure is the highest in the five year period examined.

Based on the above statistics, it is anticipated that the demand for police services will continue to increase. Current staffing is not sufficient to efficiently and effectively address the growing needs of the service population. Crime trends, projected development, and the pursuit of increased interests at the Tallahassee Airport, will necessitate additional law enforcement personnel to meet service needs.

Priority 1: Public Safety Initiatives

The City of Tallahassee Police Department (TPD) has an authorized sworn strength of 409 officers who serve the community. The demand for service and the needs of the Department in fulfilling its commitment to Community Policing continually tax the resources of the agency.

There are many factors that influence TPD's response to Public Safety issues and its commitment to Community Policing. Over the past five (5) years (2011-2015), overall crime has increased 5.8% in Tallahassee. Community and Department concerns continue to focus on the incidence of violent crime. TPD is committed to proactively addressing criminal activity that endangers the safety and peace of the community. One significant factor is the continuing increase in calls for service. Secondly, proactive measures that focus on solely on violent crime leave fewer resources to address quality of life issues affecting more citizens every day. Traffic enforcement, pedestrian safety, as well as a host of other quality of life issues also remain a focus of the Department. TPD and the community must work together to fight crime and foster a safer environment. Community involvement is the primary way to restore safe neighborhoods. Moreover, the Department must recognize the diversity of our community and understand these dynamics in order to serve more efficiently and effectively. Lastly, major events, domestic security duties and a host of non-criminal enforcement responsibilities also factor.

As a result, it is paramount that the goals related to public safety initiatives take into account these factors as we strive to enhance community involvement and maximize the deployment of the department's finite resources.

Public Safety Goals

Goal 1: Strengthen community policing efforts through an increased collaboration with community members, business owners and government partners through a comprehensive community oriented policing approach

Goal 2: Reduce violent crime through an increased collaboration with community and government partners, Intelligence Led Policing philosophy, improved technology, and the deployment of additional personnel to high crime areas.

Goal 3: Enhance the safety of the motorists and pedestrians.

Priority 1: Public Safety Strategies

Goal 1: Strengthen community policing efforts through an increased collaboration with community members, business owners and government partners through a comprehensive community oriented policing approach

Objective 1.1.a: Define department-wide Community Oriented Policing philosophy

Lead Position: Patrol Majors

Performance Measure(s) [Summer 2016]:

1. Define Community Oriented Policing (COP) for TPD
2. Develop a curriculum for continuing COP education
3. Implement the training
4. Share TPD philosophy at community forums

Objective 1.1.b: Establish tracking and evaluation mechanism for community policing initiatives

Lead Position: Patrol Majors

Performance Measure(s) [Spring 2017]:

1. Identify community/neighborhood problems
2. Develop neighborhood/problem specific operational plans
3. Develop/review monthly reports on community-oriented policing activity

Objective 1.1.c: Implementation of Body Cameras (BWC) For Sworn Personnel

Lead Position: Chair Person Body Worn Camera Committee

Performance Measure(s) [Spring 2018]:

1. Identify funding source(s) for BWC system including cameras, storage, redaction, and public records requests
2. Research BWC equipment including cameras, storage options, redaction/public records software.
3. Develop BWC operational policy
4. Develop BWC testing and evaluation process
5. Develop and implement BWC training program
6. Develop and implement BWC public awareness initiative
7. Obtain, install and disseminate BWC equipment
8. Evaluate and monitor the BWC program including policy adherence, equipment performance, storage usage, and use in criminal and administrative complaints

Objective 1.1.d: Implementation of Quadrant System for Patrol

Lead Position: Patrol Majors

Performance Measure(s) [October 2019]:

1. Identify staffing required to create a Patrol Squad for each shift/rotation from internal positions.
2. Identify additional new staffing required to create a Patrol Squad for each shift/rotation
3. Identify funding sources for new staffing
4. Coordinate with Consolidated Dispatch Agency for operational impact
5. Implement Patrol Quadrant System

Objective 1.1. e: Evaluate COP Implementation Throughout the Agency

Lead Position: Executive Crime Analyst

Performance Measure(s) [Ongoing]:

1. Enhance the capacity to collect, analyze, and share performance metrics
2. Compile and compare annual statistics for crime, citizen complaints, use of force, X-Factors, community surveys from sworn and non-sworn, and community events
3. Facilitate annual curriculum adjustments as needed to address specific trends noted in the above analysis
4. Complete a comprehensive report indicating if the training is having a tangible impact on our officers, community perceptions, and crime

Goal 2: Reduce violent crime through the deployment of additional resources to high crime areas, increased collaboration with community partners, and the enhancement of predictive policing capabilities through the implementation of modern technology.

Objective 1.2.a: Deployment of additional specialty squads to combat violent crime and quality of life issues.

Lead Position: High Risk Offender Major

Performance Measure(s) [Summer 2017]:

1. Create additional Violent Crime Response Team
2. Create additional Community Oriented Policing and Problem Solving Squad

Objective 1.2.b: Collaborate With Existing Community Groups on Responses to violent crime

Lead Position: Patrol Majors

Performance Measure(s) [Ongoing]:

1. Continue participation in community meetings and forums.
2. Expand partnerships with the faith-based community
3. Develop active role in business community
4. Promote TPD sponsored forums and activities

Objective 1.2.c: Research and implement a comprehensive modern Records Management System

Lead Position: Records Management Committee

Performance Measure(s) [September 2018]:

1. Establish a project team to define the requirements of a Records Management System (RMS), Case Management System (CMS) and Crime Analysis System (CAS)
2. Make recommendations for RMS, CMS and CAS vendors
3. Issue Request for Information for RMS, CMS and CAS
4. Issue Request for Proposals for RMS, CMS and CAS
5. Award Contracts for RMS, CMS and CAS
6. Execute projects for RMS, CMS and CAS
7. Ensure system Go-Live for RMS, CMS and CAS
8. Complete migration plans for Sungard Field Reporter to new RMS system
9. Implement migration plan and conduct user test/training
10. Monitor New RMS system

Objective 1.2.d: Reassess Roles of PROACT

Lead Position: Office of the Chief

1. Decentralize crime analysis function by assigning analysts to CID, Patrol, High Risk Offenders, and Office of the Chief.
2. Improve coordination of resources through PROACT process.
3. Identify and implement enhanced predictive policing software.

Goal 3: Enhance the safety of the motorists and pedestrians by reducing the number of traffic fatalities and serious traffic crashes.

Objective 1.3.a: Develop a traffic education and enforcement plan

Lead Position: Special Operations Major

Performance Measure(s) [Spring 2018]:

1. Identify and prioritize specific traffic safety issues in the community
2. Develop multifaceted approach to traffic emphasis areas through collaborative discussion
3. Create specific education campaigns for pedestrian safety, bicyclist safety, and impaired driving.
4. Create traffic enforcement operation plans based on identified priorities and high incident locations

Objective 1.3.b: Partner with Other Stakeholders Regarding Traffic Issues

Lead Position: Special Operations Major

Performance Measure(s) [Ongoing]:

1. Continue membership with MADD advisory board
2. Continue relationship with City of Tallahassee Traffic Engineering
3. Continue membership with the Florida Impaired Driving Coalition
4. Continue relationship with the Florida Law Enforcement Liaison Program
5. Continue participation in the IACP Law Enforcement Challenge
6. Continue relationship with the Capital Regional Transportation Planning Agency

Priority 2: Workforce/ Recruiting Initiatives

The Tallahassee Police Department's success relies heavily on its ability to attract, train, promote, and retain quality sworn officers and professional civilian support staff. Sworn Officers work with community and government stakeholders to address quality-of-life issues; answer emergency and non-emergency calls for service; investigate criminal activity; as well as perform proactive measures in an effort to prevent crime. The department's civilian staff provides critical support for many areas of police operations from records to financial management to forensics.

Initial success in the development of the workforce for both sworn and non-sworn members begins with recruitment. Attracting qualified candidates requires continuous evaluation of recruiting efforts and the implementation of innovative strategies. The premises of these initiatives start with the understanding that every member of the department is a recruiter.

Once recruited, effective training of all members is critical and TPD has a reputation for investing heavily in this area. Beyond basic law enforcement training, the department spends a great deal of time sending its members to specialized schools and conducting in-house training to further professionalize the organization.

After training and experience, promotion is a way to facilitate organizational continuity and reward members that demonstrate excellence. Promotion provides members with the opportunity to learn new skills and take on additional responsibilities that can expand their roles within the organization.

To address these factors, workforce objectives will recognize values, priorities, and diversity to ensure that its initiatives meet the needs of the community at all levels.

Workforce/ Recruiting Goals

Goal 1: Recruit potential officers through educational institutions, community partnerships, military transition programs, and other engagements that promote an interest in a law enforcement career.

Goal 2: Expand workforce development and leadership training opportunities that prepare all members to assume additional responsibilities with confidence and to promote core values such as accountability, trust, equitable treatment, and reliability

Goal 3: Develop a comprehensive Wellness Program for all members of the agency

Goal 4: Evaluate and enhance the existing departmental Volunteer program

Priority 2: Workforce / Recruiting Strategies

Goal 1: Recruit potential officers through mentoring programs, community partnerships, military transition programs, and other engagements that promote an interest in a law enforcement career.

Objective 2.1.a: Strengthen Partnerships with Educational Institutions and Community Organizations to Recruit Qualified Candidates for Public Service

Lead Position: Personnel and Development Major

Performance Measure(s) [Summer 2017]:

1. Identify Recruitment Team members to serve as department liaisons for the local colleges
2. Establish and train the Recruitment Team to function as liaisons and coordinate the department's recruitment efforts
3. Assign liaisons to develop partnerships with the criminal justice programs and career resources for their assigned institutions
4. Identify and meet with Department liaisons for minority and female colleges.
5. Identify and meet military liaisons that will work with military transition stations to facilitate recruiting events
6. Identify and assign liaisons to the faith based community willing to assist with recruitment
7. Coordinate the internship program for the Tallahassee Police Department
8. Develop social media campaign that will be utilized to notify local institutions, civic and community organizations of current job opportunities

Objective 2.1.b: Review Minimum Qualifications for Positions to Ensure There are No Unnecessary Barriers and Complete the Hiring Process within a Reasonable Length of Time.

Lead Position: Personnel and Development Major

Performance Measure(s) [Spring 2017]:

1. Review the job qualifications for all vacancies prior to advertising to identify and address any improper barriers in the selection process
2. Revamp the selection process to reduce the time required to complete the selection process for police officer/trainee
3. Implement applicant tracking to assist with identifying any improper barriers and assist in the development of recruitment strategies

Objective 2.1.c: Establish an Agency Wide Culture That “Everyone Is a Recruiter”

Lead Position: Personnel and Development Major

Performance Measure(s) [Spring 2017]:

1. Standardize the department’s recruiting script
2. Conduct check-on training emphasizing the need for every officer to be a recruiter
3. Conduct check-on training to make sure all officers understand TPD benefits, salaries, and retirement package
4. Facilitate the development of a recruitment incentive program for department members who successfully recruit applicants hired as police officers and police officer trainees

Objective 2.1.d: Develop Recruitment Strategies for Civilian Positions

Lead Position: Personnel and Development Major

Performance Measure(s) [Fall 2017]:

1. Update Website to attract more civilian personnel
2. Identify resources for television, radio, and billboards advertisements to attract non-sworn personnel, including press releases and social media
3. Conduct analysis and feasibility of other incentives such as relocation fees
4. Conduct analysis and feasibility of lateral pay, similar to LEO package
5. Continue to attend job fairs, with non-sworn personnel participating

Goal 2: Expand workforce development and leadership training opportunities that prepare members to assume additional responsibilities with confidence and to promote core values such as accountability, trust, equitable treatment, and reliability.

Objective 2.2.a: Improve the professional development opportunities for all TPD personnel to ensure the highest delivery of services.

Lead Position: Lieutenant (Personnel and Development)

Performance Measure(s) [Spring 2018]:

1. Identify funds for a dedicated training budget for all personnel.
2. Conduct training needs assessment for TPD
3. Edit, revise, and reissue General Order 5 emphasizing career-development training and participation in the Professional Development Program (PDP)
4. Disseminate career development classes to all members and maintain a record of all advertised classes

Objective 2.2.b: Provide Training- Leadership and Supervisory Skills

Lead Position: Lieutenant (Personnel and Development)

Performance Measure(s) [Ongoing]:

1. Develop current supervisors and supervisors-in-waiting at all levels, sworn and civilian support staff
2. Utilize industry recognized professional training for knowledge, credentialing and networking
3. Identify and host external subject matter experts for supervisor development, to allow for better utilization of resources
4. Identify internal subject matter experts to conduct training for supervisors

Objective 2.2.c: Acting Supervisor Training and Development

Lead Position: Lieutenant (Personnel and Development)

Performance Measure(s) [Spring 2018]:

1. Identify members on current promotional eligibility list (Sergeant and Lieutenant) for leadership training and development
2. Develop a curriculum or review GO-5 for on-the job training for future leaders to ensure consistency and accuracy
3. Utilize the Workforce Development Training provided by the City of Tallahassee

Objective 2.2.d: Implement education program emphasizing TPD's commitment to constitutional policing and citizens' rights

Lead Position: Lieutenant (Personnel and Development)

Performance Measure(s) [Fall 2017]:

1. Identify education programs that emphasize policing in a democratic society
2. Evaluate programs
3. Select program and funding source for implementation/participation

Goal 3: Develop a comprehensive Wellness Program for all members of the agency

Objective 2.3.a: Evaluate current wellness initiatives and support mechanisms within the agency to determine effectiveness

Lead Position: Personnel and Development Major

Performance Measure(s) [Summer 2017]:

1. Review current policy for Employee Assistance Program (EAP) to determine availability for members and their families
2. Evaluate the historical level of voluntary use of EAP
3. Review participation in "Run for the Money"
4. Review participation in Chaplain Program
5. Review participation in annual physical program
6. Review injury and workman's compensation history

Objective 2.3.b: Develop a preventative physical and mental health program

Lead Position: Personnel and Development Major

Performance Measure(s) [Winter 2017]:

1. Research job specific preventative physical health programs aimed at nutrition, sleep, stress, and physical fitness.
2. Evaluate various models and programs
3. Identify fiscal impact of program implementation
4. Prepare budget request

Objective 2.3.c: Implement Comprehensive Wellness Program

Lead Position: Personnel and Development Major

Performance Measure(s) [Fall 2018]:

1. Implement program

Goal 4: Evaluate and enhance the existing departmental Volunteer program

Objective 2.4.a: Establish Policy and Procedures for a Successful Volunteer Program

Lead Position: Office of the Chief

Performance Measure(s) [Fall 2016]:

1. Revise of General Order 41-Volunteer Program
2. Revise/create PD forms (Volunteer Request Form, Confidentiality Agreement, Volunteer Work agreement and Volunteer Checklist-Rules and Regulations)
3. Develop a Tallahassee Police Department Volunteer Handbook
4. Develop a standard volunteer uniform

Objective 2.4.b: Identify Personnel, Recruitment Locations and Initiatives for Volunteers

Lead Position: Office of the Chief

Performance Measure(s) [Fall 2016]:

1. Identify Volunteer Coordinator and define responsibilities
2. Obtain approval for posting information Talgov.com website
3. Develop a volunteer recruitment pamphlet or flyer
4. Develop a volunteer recruitment plan- - "everyone is a recruiter"
5. Identify locations for recruiting - senior center, TPD Community Resource Center, community events, neighborhood meetings, TPD and You Breakfast, etc.
6. Identify Supervisors/members within the agency requesting volunteer assistance

Objective 2.4.c: Develop a Training Plan for New Volunteers that will Teach Necessary Skills for Placement of Volunteers within the Department

Lead Position: Office of the Chief

Performance Measure(s) [Spring 2017]:

1. Identify trainer(s) for volunteers
2. Develop lesson plans for volunteer duties to include report writing, answering phones, filing records, data entry, providing visitor information, assisting in fingerprinting, research, community events, etc.

Objective 2.4.d: Develop a Tracking Process for Hours, Staffing and Events for Participating Volunteers

Lead Position: Office of the Chief

Performance Measure(s) [Winter 2017]:

- 1.Utilize Telestaff to track volunteer hours throughout the department
- 2.Evaluate ongoing program-includes meeting with current volunteers
- 3.Create monthly statistical reports for the Chief of Police
- 4.Develop and disseminate an annual Report of Volunteer Program

Objective 2.4.e: Establish Awards and Recognition for Volunteers

Lead Position: Office of the Chief

Performance Measure(s) [Expected Summer 2017]

- 1.Develop an award and recognition process so volunteers can be formally recognized for their service to the agency and community
- 2.Develop a quarterly recognition (volunteer of the quarter) and an annual volunteer recognition ceremony
- 3.Identify the type and level of recognition awards to be presented

Priority 3: Communication Initiatives

Today's media is faster, more decentralized, and more intense. Social media has changed the dynamics of information availability and has made incidents at all levels more severe in their perception. The pursuit of social media by the department as a means of educating and exchanging information can be very effective. With proper oversight and specific parameters, we have seen value in using the public as ad hoc observers/reporters of crime - Big Bend Crime Stoppers, CRU initiatives, Volunteer Handicap Parking Enforcement, etc. With limited funding, it is difficult for any single initiative to operate independently.

Effective communication helps strengthen relationships with others and improves teamwork, decision making, and problem solving. The results of a 2015 internal survey of department personnel support the decision to include communication as a goal in this strategic plan. In addition, improving open communications with residents was one of the two biggest challenges facing the Tallahassee Police Department according to the results of a 2015 external community survey.

Recognizing the role history has played in destroying trust in some communities, it is imperative our goals in this area build and maintain relationships within our citizens.

Communication Goals

Goal 1: Implement coordinated communication that facilitates two-way effective information flow with the community.

Goal 2: Implement internal communications that facilitate open and effective information flow with the department.

Priority 3: Communication Strategies

Goal 1: Implement coordinated communication that facilitates two-way effective information flow with the community.

Objective 3.1.a: Develop a Method of Soliciting Feedback from the Community that Contributes to a Holistic Approach to Decision Making and Problem Solving.

Lead Position: Office of the Chief

Performance Measure(s) [Summer 2017]:

1. Identify best practices for interaction with the community
2. Develop flyers and promotional material for community meetings
3. Partner with COT Communications in order to solicit attendance at pre-planned events

Objective 3.1.b: Evaluate the Department's Current Process of Disseminating and Receiving Communications with the Community and Revise Processes as Necessary.

Lead Position: Office of the Chief

Performance Measure(s) [Fall 2017]:

1. Develop methods to improve traditional social media outlets- Facebook & Twitter
2. Identify trending apps and social media sites for use by department
3. Develop ability to provide benchmark data to community

Objective 3.1.c: Improve process of Public Records requests

Lead Position: Major of Administrative Service Bureau

Performance Measure(s) [Fall 2017]:

1. Evaluate current methods of public records process
2. Provide education for department members in public records law
3. Implement improved process for receiving, completing, and tracking public records requests

Objective 3.1.d: Creation of Office of Public Affairs

Lead Position: Office of the Chief

Performance Measure(s) [Fall 2019]:

1. Improve department's response to community's desire for information
2. Identify scope of responsibilities for Office of Public Affairs
3. Identify sworn or non-sworn personnel for expansion of PIO position to the Office of Public Affairs

Goal 2: Implement internal communications that facilitate open and effective information flow with the department.

Objective 3.2.a: Create an Open Communication Forum within the Department that Facilitates an Awareness and Sensitivity to Employee Concerns.

Position: Office of Chief

Performance Measure(s) [Expected Completion]:

1. Establish open forum meetings for all employees with Chief
2. Explore options for use of video trainings & messages from key personnel to be disseminated department wide
3. Continue to focus on award and recognition programs for staff to be formally recognized for their service to the agency and community
4. Identify key issues raised by staff and define course of action for resolution

Priority 4: Facility Initiative

In 12 years, the original structure of TPD will be 100 years old. The current facility consists of two connected buildings. The west wing was constructed as Sealy Elementary School in 1928. In 1971 the school was converted into the Tallahassee Police Department Headquarters. The facility has been renovated numerous times with the last substantial work completed in 2002. The east wing was constructed in 1992. The total combined building footprint is approximately 106,000 square feet, with the grounds totaling approximately 9 acres.

Due to its age, the building is lacking in energy efficiency and maintenance costs are expected to increase. The department estimates that there are more than \$3.4 million improvements needed in the next five years. Portable buildings that have been utilized as a stop gap storage measure are beginning to fail. In addition, parking space is inadequate for the current staff level.

TPD's facility does not contain the space needed to support it as a community hub for department sponsored events. Furthermore, to accommodate staff attendance, award ceremonies for employees must be held at other locations. A larger facility would provide much needed training space that could also be utilized to host ongoing community programs like Citizen's Police Academy, Youth Citizen's Police Academy, Drug Education for Youth (DEFY), and Rape Aggression Defense courses for women and children.

TPD's efficiency is significantly compromised due to the lack of an integrated technology infrastructure. An up-to-date technology infrastructure with growth potential is needed to improve information sharing, training, records management, security, safety, and services to the community.

The agency has outgrown its facility and the growing demands of the agency now warrant consideration of an improved functioning and highly efficient facility. The logistics of new construction and renovation of existing facilities are complex, and they require the support and coordination of multiple city departments as well as external resources.

Facility Goals

Goal 1: Develop specifications and a plan of action to develop a new Police Facility based on the current and future needs of the Tallahassee Police Department.

Goal 2: Ensure sustainability within the existing facility

Priority 4: Facility Strategies

Goal 1: Develop specifications and a plan of action to develop a new Police Facility based on the current and future needs of the Tallahassee Police Department.

Objective 4.1.a: Identify and Secure A Spatial Need Analysis

Lead Position: Office of the Chief

Performance Measure(s) [Fall 2018]:

1. Using square footage expectations, identify the amount of space, equipment, and operational necessities for each activity within TPD
2. Develop a square footage requirement spreadsheet
3. Develop a block plan layout for facility components
4. Develop an equipment layout within the parameters of the block plan

Objective 4.1.b: Initiate or Contract the Development of a Draft Plan for the Construction of a New Facility that Includes a State-Of-The-Art Infrastructure and has the Potential to Become a Hub For Community Engagement.

Lead Position: Office of the Chief

Performance Measure(s) [Summer 2019]:

1. Identify a list of potential development companies that have been involved in the draft, plan, and construction of new police facilities within the state of Florida
2. Identify contractual needs for partnership with a development company
3. Secure funding source for a development company to review plans, specifications, spatial needs assessment of a TPD Facility
4. Identify site evaluations/locations for placement of a new facility
5. Obtain project funding
6. In conjunction with the contracted development company's Pre-Design Team, establish a definitive spatial needs and layout agreement
7. Develop preliminary new facility design (in conjunction with objective 4.1.c)
8. Break ground on construction and build phases

Objective 4.1.c: Establish Police Internal Planning Team

Lead Position: Office of the Chief

Performance Measure(s) [Winter 2018]:

1. Assist contracted development company in facility infrastructural design data and layout
2. Assist contracted development company in follow-up and review to spatial needs assessment
3. Identify security, data infrastructure, and audiovisual equipment identification needs
4. Identify furniture, fixtures, and equipment (FF&E) for selection

Objective 4.1.d: Establish Community Involvement for the Project

Lead Position: Office of the Chief

Performance Measure(s) [Ongoing]:

1. Make preliminary project design presentation to community/neighborhood groups
2. Provide announcements on preliminary design and plan to the media and community
3. Update the City Commission on design plan rollout
4. Utilize TPD and You meeting invites for community involvement

Objective 4.1.e: Develop Occupancy Strategy: Transitioning Into a New Facility

Lead Position: Office of the Chief

Performance Measure(s) [Spring 2021]:

1. Complete final inspections new facility (HVAC, Fire, Electrical), COO
2. Transition equipment and phase in building occupancy

Goal 2: Ensure sustainability within the existing facility

Objective 4.2.a: Develop Management and Replacement Cycle for Current Facility Infrastructure Components

Lead Position: Administrative Services Bureau

Performance Measure(s) [Ongoing]:

1. Develop management and replacement plan for current facility infrastructure components
2. Determine projected capital funding assessment and use for infrastructure components

Objective 4.1.b: Introduce Increased Security Upgrades to the Current Facility

Lead Position: Administrative Services Bureau

Performance Measure(s) [Ongoing]:

1. Identify increased security components necessary for facility needs
2. Install, manage, and modify existing components for increased security effectiveness

Ensuring Long-Term Success

Beyond articulating vision and strategy for the Tallahassee Police Department, there are several additional imperatives that all employees should factor in to ensure long-term success. This section outlines these factors, which are independent of but directly support Strategic objectives.

Concept of Operations: In achieving long-term success, the Tallahassee Police Department must act to shape our ability to respond to the future Public Service demands. Increased awareness, comprehensive and systematic planning, and efficient operations are all essential to improving mission effectiveness.

Public-Private Relationships: The Public Service profession and others in the community serve critical roles – especially with respect to prevention and response demands. We must work together with communities and others in the private sector to identify and implement best practices to prevent and respond to challenges in the City of Tallahassee.

Interagency Cooperation: All Federal, State, county and city agencies must work together efficiently and effectively to refine permitting, improve operational performance, and reduce community risk. To ensure long-term success in Leon County, the Tallahassee Police Department must continually improve upon inter-governmental coordination and decision-making processes.

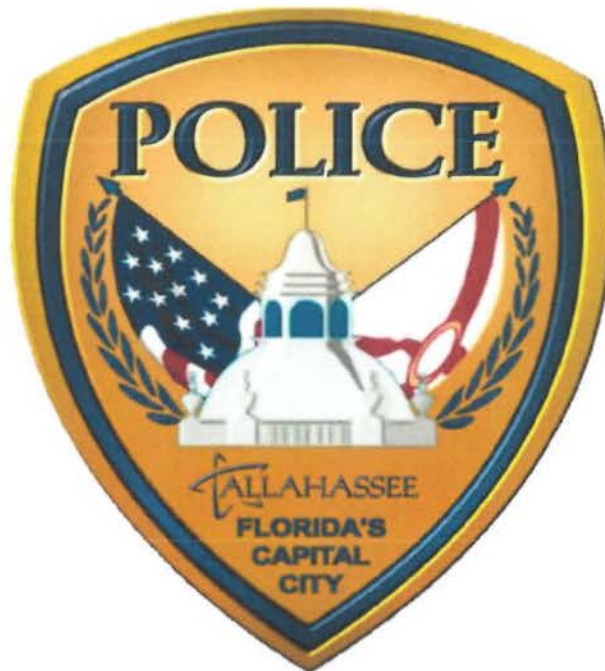
Emphasis on Intelligence: Intelligence improves decision making by providing accurate, timely, relevant, and actionable knowledge about adversaries, threats, and the community. Intelligence enables Tallahassee Police commanders to anticipate operations, visualize the community, and influence the outcome of operations by flowing coordinated, integrated, requirements-based information to those in positions to take action.

Requirements and Resources: Given a constrained fiscal climate globally, decision-makers must approach challenges realistically by balancing competing interests to delineate the highest priorities, and allocate resources accordingly

Current Gaps: Various studies have examined Tallahassee Police Department's shortfalls, from the need for additional personnel to improved communications and process improvements. Some of the limitations/restrictions have no obvious way to close the gaps. However, recent support from the community and city council will bring major capability to Public Safety. The Police Department will continue to monitor evolving community activities, and re-invest, where funding allows, to overcome potential gaps and shortfalls. Improved communications, facility investments, and training and exercise opportunities are critical enablers for future success. Long-term commitment and innovation are necessary to address gaps as efficiently as possible.

THE TALLAHASSEE POLICE DEPARTMENT VISION

Everyone at TPD is here to provide service to our community. All members, sworn and civilian, have a responsibility to treat people with respect, show compassion, and protect the rights of all people. Each day, our actions will reinforce that we earned the privilege to work at TPD and that we will continue to earn that privilege.





Uniform Crime Reporting Statistics: Their Proper Use

Since 1930, participating local, county, state, tribal, and federal law enforcement agencies have voluntarily provided the nation with a reliable set of crime statistics through the Uniform Crime Reporting (UCR) Program. The FBI, which administers the program, periodically releases the crime statistics to the public.

Usefulness of UCR Data

UCR crime statistics are used in many ways and serve many purposes. They provide law enforcement with data for use in budget formulation, planning, resource allocation, assessment of police operations, etc., to help address the crime problem at various levels. Chambers of commerce and tourism agencies examine these data to see how they impact the particular geographic jurisdictions they represent. Criminal justice researchers study the nature, cause, and movement of crime over time. Legislators draft anti-crime measures using the research findings and recommendations of law enforcement administrators, planners, as well as public and private entities concerned with crime problems. The news media use the crime statistics provided by the UCR Program to inform the public about the state of crime as it compares to the national level.

Pitfalls of Ranking

UCR data are sometimes used to compile rankings of individual jurisdictions and institutions of higher learning. These incomplete analyses have often created misleading perceptions which adversely affect geographic entities and their residents. For this reason, the FBI has a long-standing policy against ranking participating law enforcement agencies on the basis of crime data alone. Despite repeated warnings against these practices, some data users continue to challenge and misunderstand this position.

Data users should not rank locales because there are many factors that cause the nature and type of crime to vary from place to place. UCR statistics include only jurisdictional population figures along with reported crime, clearance, or arrest data. Rankings ignore the uniqueness of each locale. Some factors that are known to affect the volume and type of crime occurring from place to place are:

- Population density and degree of urbanization.
- Variations in composition of the population, particularly youth concentration.
- Stability of the population with respect to residents; mobility, commuting patterns, and transient factors.
- Economic conditions, including median income, poverty level, and job availability.
- Modes of transportation and highway systems.
- Cultural factors and educational, recreational, and religious characteristics.
- Family conditions with respect to divorce and family cohesiveness.

- Climate.
- Effective strength of law enforcement agencies.
- Administrative and investigative emphases on law enforcement.
- Policies of other components of the criminal justice system (i.e., prosecutorial, judicial, correctional, and probational).
- Citizens' attitudes toward crime.
- Crime reporting practices of the citizenry.

Ranking agencies based solely on UCR data has serious implications. For example, if a user wants to measure the effectiveness of a law enforcement agency, these measurements are not available. As a substitute, a user might list UCR clearance rates, rank them by agency, and attempt to infer the effectiveness of individual law enforcement agencies. This inference is flawed because all the other measures of police effectiveness were ignored. The nature of the offenses that were cleared must be considered as those cleared may not have been the most serious, like murder or rape. The agency's clearances may or may not result in conviction, the ultimate goal. The agency may make many arrests for Part II offenses, like drug abuse violations, which demonstrate police activity but are not considered in the clearance rate. The agency's available resources are also critical to successful operation, so its rate of officers to population and budget should be considered. The UCR clearance rate was simply not designed to provide a complete assessment of law enforcement effectiveness. In order to obtain a valid picture of an agency's effectiveness, data users must consider an agency's emphases and resources; and its crime, clearance, and arrest rates; along with other appropriate factors.

Because of concern regarding the proper use of UCR data, the FBI has the following policies:

- The FBI does not analyze, interpret, or publish crime statistics based solely on a single-dimension interagency ranking.
- The FBI does not provide agency-based crime statistics to data users in a ranked format.
- When providing/using agency-oriented statistics, the FBI cautions and, in fact, strongly discourages, data users against using rankings to evaluate locales or the effectiveness of their law enforcement agencies.

Promoting Responsible Crime Analysis

For more information about the UCR Program, visit <https://ucr.fbi.gov>. For web assistance, please contact the FBI's Crime Statistics Management Unit at (304) 625-4830.

May 2017

TPD 2017 Summer Update



A New Direction...

Strategic Plan adopted as roadmap for Community Oriented Policing:

- Based on Community Partnerships, Organizational Transformation, & Problem Solving
- Focus on Public Safety
- Workforce Development
- Improved Communication
- Facility Needs



Commission's Commitment to Public Safety

Increased staffing by 55 Sworn Positions since Fiscal Year 2015

- Violent Crime Response Team (VCRT) (FY 2015 City Funded 6 Positions)
 - COPPS Squad and VCRT (FY 2016 COPPS Grant – 15 Positions)
 - Officers (FY 2016 City Funded 15 Patrol Officers and 3 Investigators)
 - Sergeant (FY 2017 Converted position to Property Crimes Task Force SGT.)
 - Neighborhood Liaison Officers (FY 2018 COPPS Grant – 15 Positions)
-
- Funded new Records Management System
 - Applied for Body Worn Camera Grant

Community Policing Efforts



- Community Programs
- Youth Programs
- Community Partnerships
- Services & Seminars
- Online Services



Community Policing Efforts

- Juvenile Services Unit
- Property Crimes Task Force
- Auto Theft Investigations
- PROACT (Police Response Operations and Crime Trends)
- High Risk Offenders Bureau
 - SPIRIT Program



Public Communication Efforts



Tallahassee Online Police Statistics

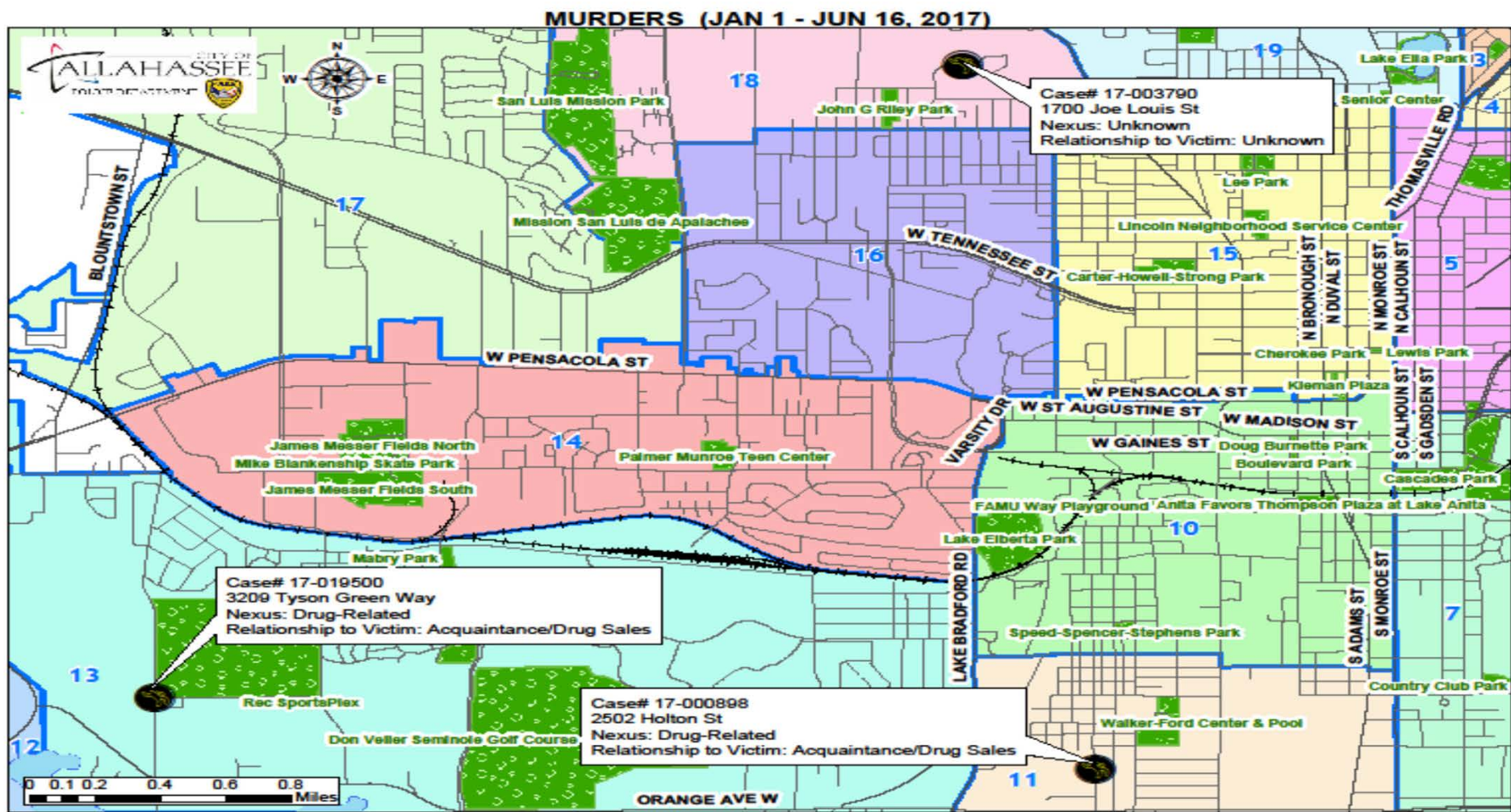
- Facebook
- Twitter
- Tallahassee On-Line Police Statistics (TOPS)
- NextDoor
- Temporary Assignment of additional Public Information Officer

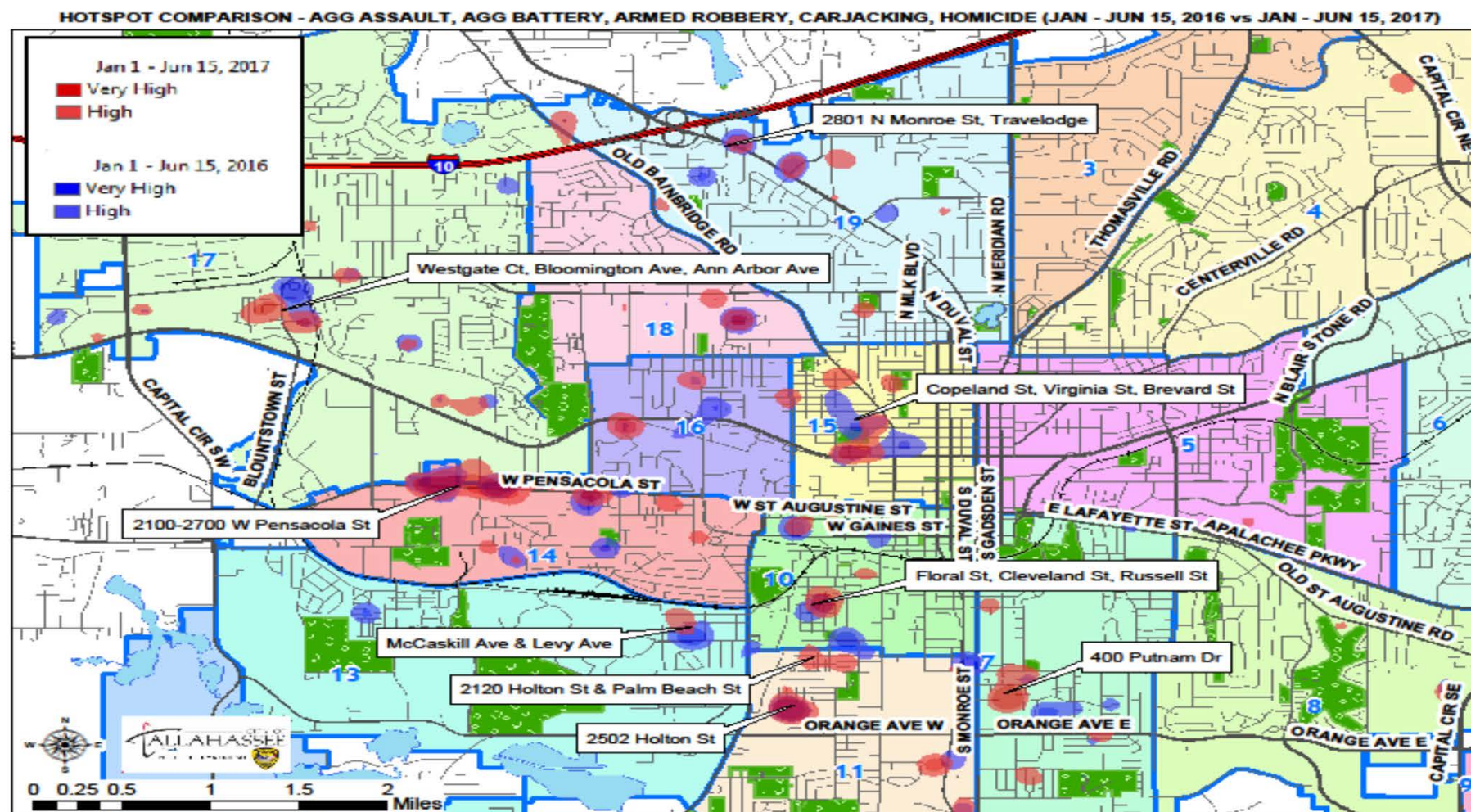
Crime Statistics

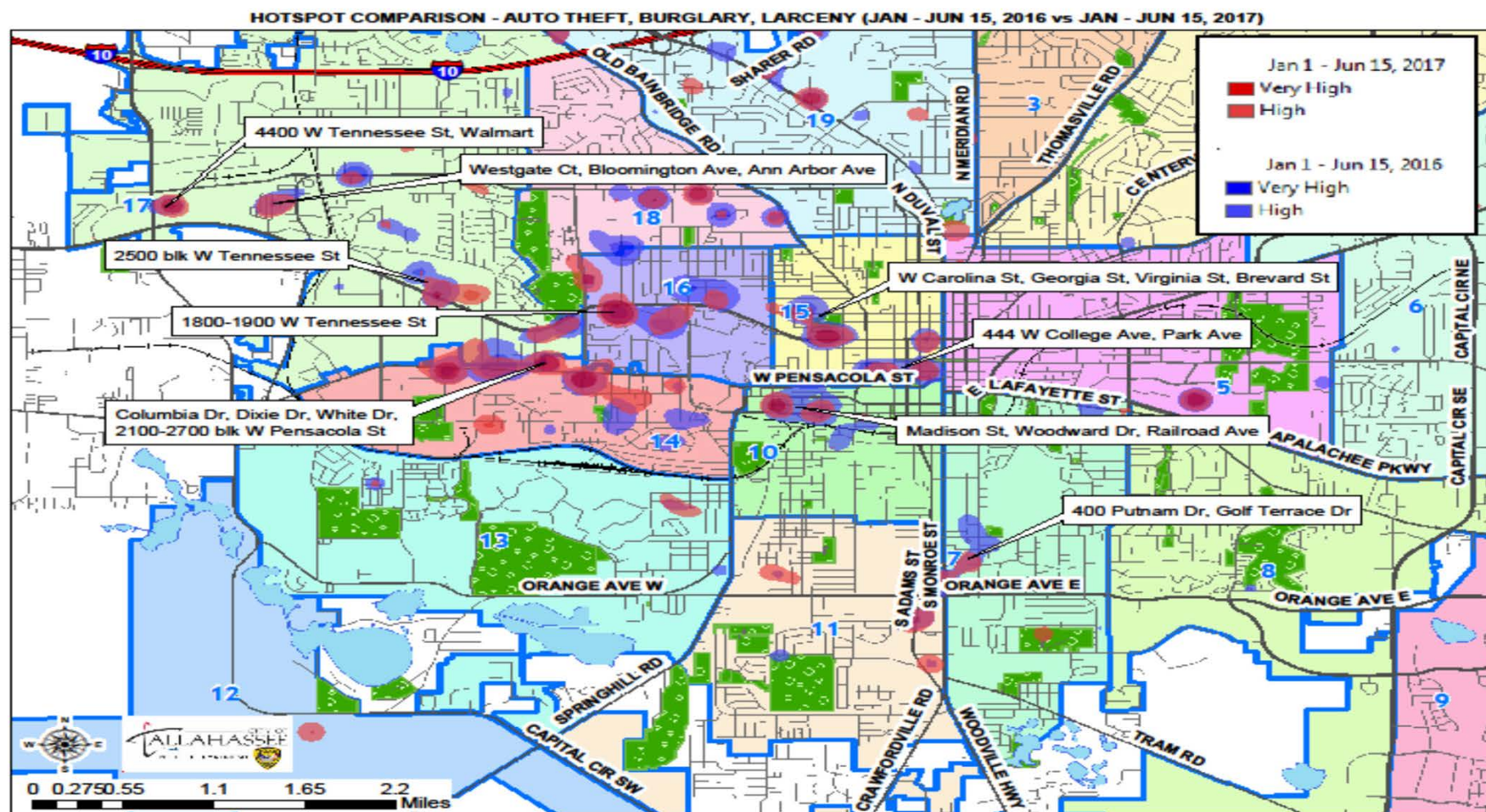
Crime	2015	2016	% Change
Murder	16	11	-31.3%
Rape	235	207	-11.9%
Robbery	399	405	1.5%
Aggravated Assault	1,297	1,063	-18.0%
Violent Crime Total	1,947	1,686	-13.4%
Violent Crime Rate	1,035.7	888.9	-14.2%

Crime Statistics

Type of Crime	January 2015 - May 2015	January 2016 – May 2016	January 2017 – May 2017
Murder	6	3	3
Sex Crimes	102	79	81
Robbery	140	161	161
Aggravated Assault	454	365	427
Violent Crime Total	702	608	672
Burglary	726	809	560
Larceny	1,993	2,565	2,421
Motor Vehicle Theft	335	375	266
Property Crime Total	3,054	4,124	3,247







Next Steps...

TPD

- Third COPPS Squad implemented July 2017
- Three Operation SAFE Neighborhood Events Scheduled (July 6th, July 20th, & August 3rd)
- Three Youth Citizens Police Academies
- Multi-Agency Meeting on June 29th

Commission Discussion

- Independent Review of Uniform Crime Report
- Development of Community Report Card
- Enhanced Enforcement in Historical Areas aimed at disrupting criminal activity
- Legislative Steps to increase accountability for apartment complexes, hotels, & nightclubs



2015 Annual Security Report and Fire Report

Issue for 2016/2017 Academic Year

Education | Awareness | Prevention



Although this issue of the Annual Security and Fire Safety Report is being published for the 2016-2017 Academic Year, the calendar year for which criminal activity is being reported is 2015

TABLE OF CONTENTS

Message from the President	4
Message from the Chief	4

ANNUAL SECURITY REPORT

Preparation of the Annual Security Report and Disclosure of Crime Statistics.....	5
About the FSU Police Department.....	6
Reporting Crimes & Other Emergencies.....	7
Reporting to FSU Police.....	7
Reporting to Other Campus Security Authorities.....	7
Confidential Reporting.....	8
Anonymous Reporting.....	8
University and Local Emergency Numbers.....	8
University Safety Resources.....	8
Timely Warning/Crime Bulletins	9
Emergency Notification and Warning System.....	10
Clery Designated Crimes	
Reporting.....	12
Crime Definitions	12
Crime Statistics Location Definitions.....	14
Crime Statistics	15
Hate Crimes	17
Daily Crime and Fire Log.....	20
Crime Mapping	20
Crime Prevention Information	21
Safety Programs	24
Alcohol and Drugs	
Policies.....	29
Programs & Treatment Referral.....	29
Sexual Misconduct, Sexual/Gender Based Violence.....	30
Support Services.....	30
Reporting Options.....	30
Complaint Process.....	32

Sanctions.....	32
Definitions	33
Sexual Harassment Policy	34
Title IX Statement.....	35
Sexual Misconduct	
Resources.....	39
Sexual Violence Bystander Intervention	41
Sexual Misconduct Reporting Obligations for Staff & Faculty.....	43
University Student Judicial Action.....	44
Sex Offender Registration – Campus Sex Crimes Prevention Act.....	47
Notification of Missing Students.....	48
Critical Incident Response	49
Active Shooter	50
Weapons Policy	51
2013 - 15 Fire Safety Annual Compliance Report.....	52



A Message from President John Thrasher

Florida State University offers a warm, friendly and caring environment in which to study, work and live. The university administration and the Florida State University Police Department will do everything we can to make your experience here as pleasant, productive and safe as possible.



Your role in recognizing and reducing risks to your safety and that of others is also important so that we can live in an environment free from undue fear, risks or criminal activity. This Annual Safety and Fire Report includes a wealth of information about many programs and activities that are designed to help you, and I encourage you to review it thoroughly.

Working together, we can reduce safety risks so that we can all focus on reaching the goals that brought us to this great university.

A handwritten signature in black ink that reads "John Thrasher".

A Message from Assistant Vice President David L. Perry, Chief of Police

FSU Police: A Leader in Public Safety



The Florida State University Police Department (FSUPD) is committed to providing Florida State University with a safe environment conducive to the goals of education and research. Although reported crime at Florida State is relatively low, it is important for students to remember that we are not immune from criminal activity. Therefore, we share many of the crime and safety issues that exist in any city. In partnership with the community, we work to prevent crime and solve problems that affect students, faculty, and staff. The safety and security of the University is the combined responsibility of the entire Florida State University community.

To maintain an effective working relationship with the community and to respond to its needs, the FSUPD is organized into four twelve hour shifts that work 24 hours a day, seven days a week. Officers' conduct visible patrols, respond to reports of crimes, address problems, and provide information and resources to the community. This information - which includes many practices, procedures, and safety tips for keeping you safe at FSU, are delivered in several ways. It is published annually in the Annual Safety Report, which appears on the website (www.police.fsu.edu), and is discussed in safety talks that are conducted by police officers at student orientations, new employee orientations, and other gatherings. Community members interested in arranging a safety talk should contact the department for scheduling.

I encourage all students, faculty, staff and visitors to be aware of the resources offered from the department and innovative equipment being utilized daily. Our officers are committed to initiating and maintaining close ties with the community. Feel free to stop by our headquarters at the corner of Jefferson Street and Woodward Avenue in W.A. Tanner Hall to ask any questions about security issues that are important to you. Also, by taking the time to familiarize yourself with our resources and by using the information provided on our website, you will be helping us to help you in the pursuit of a safe campus. Feel free to contact me with questions or suggestions.

PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

The Florida State University Police Department prepares this report to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly the Crime Awareness and Campus Security Act of 1990*. Information and statistics are compiled from information maintained by the FSU Police Department, information provided by other University officials such as Student Affairs, Residence Life, Office of Student Rights and Responsibilities, Campus Security Authorities, and information provided by other law enforcement agencies.

This report provides statistics for the previous three years of select reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased or controlled by the Florida State University. This report also includes security policies and procedures and information on the basic rights guaranteed victims of sexual assault.

This report is provided to you as part of the Florida State University's commitment to safety and security on campus. It contains information on a variety of security services and programs available to you as members of the university community and is intended to inform the University community of Florida State's safety programs and security procedures. This publication is designed to provide an overview of the FSU Police Department, as well as information regarding other safety and security measures that have been instituted at the Florida State University.

The University distributes a notice of the availability of this Annual Security Report by October 1 of each year. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the FSU Police Department at 850-644-1234 or by visiting www.police.fsu.edu.

THIS PUBLICATION IS AVAILABLE IN ALTERNATE FORMAT UPON REQUEST

Contact the Student Disability Resource Center at the 874 Traditions Way, 108 Student Services Building, Phone: (Voice) 850-644-9566, (TDD): 850-644-8504.

This publication is required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. It has been produced under the direction of the Vice Presidents of Finance and Administration and Student Affairs, and through the efforts of the Florida State University Police Department. This document is intended to inform the University community of Florida State University's safety programs and security procedures.



PRIDE ♦ ENTHUSIASM ♦ PROFESSIONALISM ♦ INTEGRITY

The FSU Police Department is a fully commissioned, professional force of police officers. This was validated on May 22, 2002, when the Department was awarded accreditation status by the Commission on Florida Law Enforcement Accreditation (CFA). Since, the Department has been re-accredited in 2005, 2008, 2011 and again in October, 2014. This accreditation signifies that the FSU Police Department meets or exceeds the highest professional standards set for law enforcement agencies, sworn officers, and non-sworn support personnel. FSU police officers are trained and certified the same as county and municipal officers in the state of Florida. Additionally, all newly-hired officers are required to complete a thirteen week field training program in order to apply law enforcement skills within the Florida State University environment. Consequently, FSU police officers are prepared to provide a full range of law enforcement services in an environment that requires additional care and understanding of the uniqueness of an educational community. The officers are authorized to carry firearms and make arrests on property controlled by the FSU Board of Trustees. In 2009 legislation was passed authorizing the FSUPD to enforce laws within 1000ft of any campus owned property. In addition to this the FSUPD has a written mutual aid agreement with both the Tallahassee Police Department and the Leon County Sheriff's Office. These agreements also extend extra-jurisdictional authority to the FSU Police Department in other parts of the city in order to carry out investigations and perform other duties. The Department uses uniformed officers to patrol the campus 24 hours per day – on foot, in automobiles, on motorcycles, all-terrain vehicles and on bicycles. Using a well- established cooperative relationship with local law enforcement, area agencies regularly report to the FSUPD students who have been arrested for off campus offenses.

<http://www.police.fsu.edu> and on Facebook at <https://www.facebook.com/KeepFSUSafe>

Reporting Crimes and Other Emergencies

Reporting to Police

We encourage all members of the University community to report all crimes and other emergencies to the FSU Police Department immediately. If you are a witness or victim of crime, it is important to report the crime so you can get help and support. Also, by telling the police what you know, you may help them solve this and other crimes or prevent others from becoming victims in the future. You should talk to the police if you know about a crime that has been committed or might be committed, someone who was involved in committing a crime, someone who has threatened you or another person or threatened to commit a crime, about any other activities you think may be criminal. Crimes which occur on university property should be reported to the FSU Police Department. Often it is difficult to determine if the location you are at or where a crime occurred was university property or not. If you are certain the location was campus, call the FSUPD. If you are certain the location is off campus call the Tallahassee Police Department or the Leon County Sherriff's Office. If you are in doubt or circumstances require immediate police intervention, call 911 or any local agency, and responding officers will respond to you and make jurisdiction determinations after every one is safe.

In addition to the numerous reporting channels discussed within this publication—the FSU Police Department, other law enforcement agencies, and on campus officials – you may also submit an anonymous report of suspected criminal activity to the FSU Police Department through the Silent Witness program accessed at <http://police.fsu.edu/SilentWitness>. For the purposes of ensuring that accurate and up-to-date crime and safety information is reported to all University constituencies, the University Police Department works closely with the following campus departments—not only to obtain pertinent information—but, moreover, to ensure campus entities can direct inquiries about campus crime safety to the appropriate distribution point. These other University departments include, but are not limited to: Office of the Dean of Students, Office of the Dean of Graduate Studies, Office of Student Rights and Responsibilities, University Health Services, University Housing, and Office of the Title IX Director.

We encourage University community members to report crimes promptly and to participate in and support crime prevention efforts. The University will be much safer when all community members participate in safety and security initiatives.

Reporting to Other Campus Security Authorities

While the University prefers that community members promptly report all crimes and other emergencies directly to the FSU PD, we recognize that some may prefer to report to other individuals or University offices. The Clery Act recognizes certain University officials and offices as “Campus Security Authorities (CSA).” The act defines these individuals as “officials of an institution who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, campus judicial proceedings, health services, title IX and athletics. CSAs are responsible for reporting crimes to the FSU Police Department, including crimes where the victim chooses to remain anonymous. Reports filed with CSAs are counted and disclosed in the Annual Security Report.

Voluntary, Confidential Reporting

If you are the victim of a crime and do not wish to pursue action within the University or criminal justice system, we encourage you to make a confidential report to the FSU Victim Advocate Program, medical staff at the FSU Health and Wellness Center, mental health counselors (such as University Counseling Center and Employee Assistance Program), or pastoral counselors. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety, the safety of others and provide resources. The confidential reports allow the University to compile accurate records on the number and types of incidents occurring on campus. Confidential reports filed in this manner with the FSU Victim Program and University Health Services are counted and disclosed in the Annual Security Report. Confidential reports made to professional counselors or pastoral counselors are not disclosed in the Annual Security Report.

Anonymous Reporting

The Florida State University Police Department take anonymous crime reports through the Silent Witness program accessed at <http://police.fsu.edu/SilentWitness>.

To report hazing activity, visit <http://hazing.fsu.edu/> or email reporthazing@fsu.edu.

CONTACT NUMBERS***University and Local Emergency Numbers:***

- **Emergencies** (calls are toll-free) 9•1•1
- Non-emergency (but urgent) 3•1•1
- FSU Police Department (850) 644-1234
- Consolidated Dispatch Agency (850) 606-5800
- Tallahassee Police Department (850) 891-4200
- Leon County Sheriff's Office (850) 922-3300
- Florida A&M University Police: (850) 599-3256
- Florida Highway Patrol Troop H: (850) 410-3046
- Division of Alcoholic Beverages and Tobacco (ABT): (850) 922-9903

University Safety Resources:

- University Health Services Information (850) 644-6230
- SAFE CONNECTION (free from campus pay phones) (850) 644-7233
- Student Counseling Center (business hours) (850) 644-2003
- Student Counseling Center (after hours/weekends) (850) 644-TALK(8255)
- Victim Advocate Program: Weekdays (850) 644-7161 or 644-2277
- Evenings and weekends (850) 644-1234
- University Title IX Director (850) 644-6271
- University Employee Assistance Program (850) 644-2258
- University Housing Main Office (850) 644-2860
- University Housing Maintenance (850) 644-1871
- Dept. of Environmental Health & Safety (850) 644-6895
- Emergency Information-University Communications (850) 644-4636
- Refuge House and Rape Crisis: (24-hour Hotline) (850) 681-2111
- Telephone Counseling & Referral Service (24 hr.) (850-224-6333)

University Police are part of the countywide “Enhanced 9•1•1” system and automatically receive calls related to campus. The system ensures that the correct emergency responder -- police, medical or fire -- is directed to the right place in the shortest amount of time. Since telephone numbers appear on the police computer screen, callers who are either too young or too incapacitated to give their number or location can still receive emergency assistance. Certified police service technicians are on line 24 hours a day.

Blue Light Phones

If you are out and about on campus and need help — look for a “blue light.” The blue light identifies the location of an emergency telephone. Simply press the Emergency phone button (no dialing is necessary) to be connected directly to FSU Police Department emergency dispatcher. Note the location of the blue light telephones as you move about the campus. You may never need to use one, but be aware of their location.

Elevator Telephones

Emergency telephones are located in the elevators in academic and residential campus buildings. Simply lift the receiver or press the button to be connected to University Police.

Emergency Pull Stations

Pull stations are alarms located throughout the University Student Union and in numerous academic buildings. To summon help, you need only pull the handle to activate alarms, both locally and in the police station. Personal Safety Alarms are blue in color; Fire Alarm pull stations are red. Remember, false alarms can result in formal criminal charges and prosecution.

Timely Warnings and Crime Bulletins

Timely Warning

In the event a selected crime occurs or other situation arises, either on or off campus, that, in the judgment of the Chief of the FSU Police or designee, may pose a serious or continuing threat to members of the community, a campus wide “Timely Warning” will be issued.

Depending on the particular circumstances of the crime, especially in all situations that could pose an ***immediate threat to the community and individuals***, a timely warning will be issued through any one of the notification methods listed below.

Primary Notification/Delivery Methods

- E-mail
- Text Messages
- FSU Alerts webpage <http://alerts.fsu.edu/>
- FSU Home page www.fsu.edu
- Outdoor Sirens
- Indoor Sirens
- Blue-Light Safety Telephones
- (850) 644-INFO Hotline
- Voice Phone Calls (Limited)
- Desktop Alerts
- Beacons

Secondary Notification/Delivery Methods

- myFSU Mobile App (iOS, Blackberry, Palm, and Android)
- Facebook
- Twitter
- Tumblr
- Reddit
- LinkedIn
- RSS Feeds (Roller, Blackboard Connect, Siemens, and National Weather Service)
- Digital Displays (LED signage, closed circuit TV systems, information kiosks, etc.) on campus

Crime Bulletins

If there is not an immediate threat to the community and individuals, the Florida State University Police Department may still issue a "Crime Bulletin" at the appropriate time with regards to the incident and subsequent investigation to the campus community. Generally these are situations where the incident is not exigent in nature and/or due to investigation a delay in releasing information is merited and does not compromise the safety of the campus community. Crime Bulletins are normally distributed to students, faculty and staff via campus wide e-mail and other methods listed above.

Emergency Notification and Warning System (FSU ALERT)

Florida State University Policy establishes the emergency notification and warning program at Florida State University. This program is commonly referred to as the "FSU ALERT" emergency notification system. The FSU Alert Emergency Notification and Warning Plan & Policy is publicly available at: <http://emergency.fsu.edu/services/FSUAlert>

The objective of the emergency notification and warning system, *FSU ALERT*, is to provide timely notification and warning to all students, faculty, staff, and visitors of Florida State University of a threat, occurring or imminent, that poses an immediate threat to their health, safety, or general welfare while on campus.

The University has procedures to implement the Policy and Plan. Collectively, the Policy, Plan, and Procedures provide a mechanism for the University to, without delay, confirm an emergency or dangerous situation, take into account the safety of the campus community, and initiate immediate and appropriate notification and warning, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

The Policy, Plan, and Procedure include processes by which University officials will confirm that there is a significant emergency, determine who to notify, determine the content of the notification, and initiate the notification system.

The Policy, Plan, and Procedures specify the roles and responsibilities of persons or organizations on campus responsible for carrying out this process.

Florida State University – University Relations and its subsidiaries maintain procedures for disseminating subsequent incident related information to the larger community once the immediate threat to life safety has passed.

As of the time of this report, the FSU ALERT emergency notification system employs up to thirty six (36) methods of emergency information delivery. The university is continuously upgrading and enhancing this system with new technologies and expanded coverage.

Florida State University utilizes a specialized system to link several types of notification services and methods into a centralized activation process called FSU ALERT EZ (a.k.a. the easy button). This system allows for the immediate activation of the 10 primary and 9 secondary delivery methods simultaneously with the press of a single button, and results in delivery to approximately 60,000 recipients within 3 to 5 minutes and can now issue truly “timely” warnings when seconds can mean the difference between life and death.

In calendar year 2015 (January – December), a total of one hundred fifty seven (157) *FSU ALERT* emergency notification messages were disseminated. Of those, fifty five (55) utilized mass email, only twenty seven (27) utilized SMS text messaging, and only twenty two (22) utilized the siren system. The rest were disseminated by more “passive” means such as alerts.fsu.edu and social media channels. *FSU ALERT* emergency notification messages were disseminated for the following reasons:

- 37 Info Only - Weather
- 20 Crime Bulletin
- 13 Test Alert
- 13 Heat Advisory
- 11 Public Announcement
- 11 Severe Thunderstorm Warning
- 10 Traffic Advisory
- 7 Flash Flood Watch
- 6 Tornado Watch
- 6 Lightning Warning
- 5 Emergency Services Activity
- 4 Significant Weather Advisory
- 4 All Clear Alert
- 3 Severe Thunderstorm Watch
- 3 Freeze - Hard Warning
- 2 Information Technology
- 1 Missing Person
- 1 Hazardous Materials - Biological - Infectious

Crime Statistics

Crime statistics, provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act are for your information. These statistics are compiled and released annually by the Florida State University Police Department. The totals represent the compilation of all designated Clery Act crimes reported to campus law enforcement officials, Campus Security Authorities (CSAs) and other law enforcement agencies. For Clery Act reporting purposes, CSAs are Florida State University officials who have significant responsibility for student and campus activities, including, but not limited to, student activities, student housing, student athletics, and student judicial and discipline proceedings.

Clery Designated Crime Definitions

Murder/Non-Negligent Manslaughter: *the willful (non-negligent) killing of one human being by another and include any death caused by injuries received in a fight, argument, quarrel, assault or commission of a crime.*

Negligent Manslaughter: *the killing of another person through gross negligence. Any death caused by the gross negligence of another. In other words, it's something that a reasonable and prudent person would not do.*

Sex offenses: *any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent and include:*

Rape - *The 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.*

Fondling - *the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.*

Incest: *sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.*

Statutory Rape - *sexual intercourse with a person who is under statutory age of consent.*

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

Aggravated Assault: *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.*

Burglary: *the unlawful entry of a structure with the intent to commit a felony or theft.*

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

Arson: *any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.*

Domestic Violence: *includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with, the victim as a spouse or intimate partner; 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 occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime occurred.*

Dating Violence: *means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.*

Stalking: *engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. **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.*

Liquor Law Violations: *the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.*

Drug Law Violations: *the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.*

Illegal Weapons Possession: *the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.*

Hate Crime: *a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.*

Bias: *a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity, national origin or gender identity.*

Hate crimes are also counted when reported in conjunction with the following crimes:

Larceny-Theft: *the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.*

Simple assault: *an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.*

Intimidation: *to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.*

Vandalism or destruction 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 Statistics Location Definitions

On Campus

Any Building or property owned or controlled by the University within the same reasonably contiguous geographic area and used by the University in direct support of, or in a manner related to, the University's educational purposes. University residence halls are included with this definition. Any building or property that is within or reasonably contiguous to the areas described above that supports University purposes and that is: owned by the University, but controlled by another person or entity; or is frequently used by students.

Residence Halls/Facilities

Residential facilities for students on campus is a subset of the On Campus Category. Statistics from this category are repeated in the On Campus column.

Non Campus Buildings or Property

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property (other than a branch campus) owned or controlled by the institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students and is not within the same reasonably contiguous geographic area of the institution.

Public Property

All public property, including thoroughfares, streets and sidewalks that is within the campus or immediately adjacent to and accessible from the campus.

CRIME STATISTICS 2013-2015

CRIMES REPORTED TO FSU POLICE 2013 - 2015

The following statistics are gathered from our records management system which reflects what is reported and/or generated by our agency and then reviewed to determine what sub-category to place the crime in.

OFFENSES (including attempts)	ON-CAMPUS BUILDING OR PROPERTY						NON-CAMPUS BUILDING OR PROPERTY			ON PUBLIC PROPERTY			TOTAL CRIMES REPORTED		
	2013		2014		2015		2013	2014	2015	2013	2014	2015	2013	2014	2015
	Total	Res	Total	Res	Total	Res	Total	Total	Total	Total	Total	Total	TOTAL	TOTAL	TOTAL
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	8	4	4	2	9	7	1	2	2	0	0	0	9	6	11
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	4	1	2	0	2	0	0	0	0	0	0	0	4	2	2
Aggravated Assault	0	1	9	0	6	1	0	0	0	0	0	1	0	9	7
Burglary	38	27	45	23	25	15	10	12	7	0	0	0	48	57	32
Arson	3	0	0	0	2	0	1	0	1	0	0	0	4	0	3
Motor Vehicle Theft	8	0	19	0	41	0	2	2	11	0	0	0	10	21	52
Domestic Violence	0	0	3	1	2	0	0	0	1	0	0	0	0	3	3
Dating Violence	7	4	5	3	12	3	0	1	1	2	0	1	9	6	14
Stalking	8	0	10	0	10	0	0	2	0	0	0	0	8	12	10

Res = On-Campus Residence Hall.

* Motor Vehicle Theft reports - 30 of the reported thefts were of mopeds/scooters, 1 was of a motorcycle, 6 were of golf carts, 13 were of cars/trucks, and 2 were attempts only.

UNFOUNDED CLERY CRIMES

The following are Clery Crimes reported to FSUPD that were determined to be **"unfounded"** after investigation and are not included in the above chart. These statistics were not reported prior to 2014.

UNFOUNDED OFFENSES (including attempts)	ON-CAMPUS BUILDING OR PROPERTY						NON-CAMPUS BUILDING OR PROPERTY			ON PUBLIC PROPERTY			TOTAL UNFOUNDED CRIMES REPORTED		
	2013		2014		2015		2013	2014	2015	2013	2014	2015	2013	2014	2015
	Total	Res	Total	Res	Total	Res	Total	Total	Total	Total	Total	Total	Total	Total	Total
Murder	n/a	n/a	0	0	0	0	n/a	0	0	n/a	0	0	n/a	0	0
Manslaughter	n/a	n/a	0	0	0	0	n/a	0	0	n/a	0	0	n/a	0	0
Rape	n/a	n/a	1	1	1	1	n/a	0	0	n/a	0	0	n/a	1	1
Fondling	n/a	n/a	0	0	0	0	n/a	0	0	n/a	0	0	n/a	0	0
Incest	n/a	n/a	0	0	0	0	n/a	0	0	n/a	0	0	n/a	0	0
Statutory Rape	n/a	n/a	0	0	0	0	n/a	0	0	n/a	0	0	n/a	0	0
Robbery	n/a	n/a	2	0	2	0	n/a	1	0	n/a	0	1	n/a	3	3
Aggravated Assault	n/a	n/a	0	0	0	0	n/a	0	0	n/a	0	0	n/a	0	0
Burglary	n/a	n/a	2	0	0	0	n/a	0	0	n/a	0	0	n/a	2	0
Arson	n/a	n/a	0	0	0	0	n/a	0	0	n/a	0	0	n/a	0	0
Motor Vehicle Theft	n/a	n/a	0	0	1	0	n/a	1	2	n/a	0	0	n/a	1	1
Domestic Violence	n/a	n/a	0	0	0	0	n/a	0	0	n/a	0	0	n/a	0	0
Dating Violence	n/a	n/a	0	0	0	0	n/a	0	0	n/a	0	0	n/a	0	0
Stalking	n/a	n/a	0	0	0	0	n/a	0	0	n/a	0	0	n/a	0	0

NUMBER OF ARRESTS/REFERRALS FOR SELECT OFFENSES BY FLORIDA STATE UNIVERSITY POLICE DEPARTMENT, OTHER LAW ENFORCEMENT AGENCIES AND REFERRALS FOR SELECT OFFENSES BY OTHER UNIVERSITY OFFICIALS 2013 - 2015

The following statistics are gathered from the FSUPD records management system which reflects what is reported and/or generated by our agency and then reviewed to determine what sub-category to place the crime in. Statistics are also requested from other law enforcement agencies having jurisdiction in the Clery geography. Referrals are reported mostly by Housing and Student Rights and Responsibilities

OFFENSES	ON-CAMPUS BUILDING OR PROPERTY						NON-CAMPUS BUILDING OR PROPERTY			ON PUBLIC PROPERTY			TOTAL CRIMES REPORTED		
	2013		2014		2015		2013	2014	2015	2013	2014	2015	2013	2014	2015
	Total	Res	Total	Res	Total	Res	Total	Total	Total	Total	Total	Total	TOTAL	TOTAL	TOTAL
Liquor Law Violations															
ARREST	197	7	229	24	111	12	5	13	15	33	23	31	232	265	157
REFERRAL	142	142	270	270	331	331	0	0	0	0	4	0	141	274	331
Drug Law Violations															
ARREST	122	67	176	89	223	80	2	1	2	34	0	10	158	177	235
REFERRAL	17	10	6	6	1	1	0	0	0	0	1	0	17	7	1
Weapons Law Violations															
ARREST	2	0	1	0	0	0	0	1	0	1	0	0	3	2	0
REFERRAL	1	1	1	1	0	0	1	0	0	0	0	0	2	1	0

Res = On-Campus Residence Hall.

CRIMES REPORTED BY OTHER UNIVERSITY OFFICIALS 2013 - 2015

The following statistics are reported by any other Campus Security Authority at FSU for example; University Health Services, Dean of Students Office, University Housing, Victim's Advocate Program, International Studies Program, etc.

OFFENSES (including attempts)	ON-CAMPUS BUILDING OR PROPERTY						NON-CAMPUS BUILDING OR PROPERTY			ON PUBLIC PROPERTY			TOTAL CRIMES REPORTED		
	2013		2014		2015		2013	2014	2015	2013	2014	2015	2013	2014	2015
	Total	Res	Total	Res	Total	Res	Total	Total	Total	Total	Total	Total	TOTAL	TOTAL	TOTAL
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	2	1	13	11	15	15	2	1	2	0	0	0	4	14	17
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	1	0	0	1	0	0	0	0	0	0	0	1	0	1
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	1	1	0	0	0	0	0	0	0	0	1
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	1	1	2	2	6	5	0	0	0	0	0	0	1	2	6
Stalking	1	0	8	3	2	2	0	0	0	0	0	0	1	8	2

The above chart does not include Sex Offenses reported by other University Officials as occurring **off campus** and not within the Clery reporting geography or at unknown locations. In the past the FSU Police have included those numbers in good faith, however they do not meet the reporting parameters for the Clery Act. The numbers are 2013 - 24, 2014 - 16, and 2015 - 25.

**CRIMES REPORTED BY OTHER LAW ENFORCEMENT AGENCIES WITH JURISDICTION OVER
UNIVERSITY CONTROLLED PROPERTY 2013 - 2015**

OFFENSES (including attempts)	ON-CAMPUS BUILDING OR PROPERTY						NON-CAMPUS BUILDING OR PROPERTY			ON PUBLIC PROPERTY			TOTAL CRIMES REPORTED		
	2013		2014		2015		2013	2014	2015	2013	2014	2015	2013	2014	2015
	Total	Res	Total	Res	Total	Res	Total	Total	Total	Total	Total	Total	TOTAL	TOTAL	TOTAL
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	2	2	1	0	0	0	2	2	1
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Note: In 2013, 2014 and 2015 data collection, FSUPD contacted other law enforcement agencies for data inquiries to include the Leon County Sheriff's Office, Florida Department of Law Enforcement, Florida A&M University Police, Florida Highway Patrol, FDLE Capitol Police and other agencies having jurisdiction in the Clery geography.

Hate Crimes by FSUPD

2013 Reported to FSUPD	Race				Gender				Religion				National Origin				Sexual Orientation				Ethnicity				Disability				Gender Identity			
Crime	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP
Crime	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Criminal Mischief/Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2014 Reported to FSUPD	Race				Gender				Religion				National Origin				Sexual Orientation				Ethnicity				Disability				Gender Identity			
Crime	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP
Crime	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

OC = On-Campus (or main campus)
Res = Residence Hall
NC = non-campus
PP = Public Property adjacent to campus

Hate Crimes by Other University Officials

2013 Other University Officials	Race				Gender				Religion				National Origin				Sexual Orientation				Ethnicity				Disability				Gender Identity			
Crime	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Criminal Mischief/Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2014 Other University Officials	Race				Gender				Religion				National Origin				Sexual Orientation				Ethnicity				Disability				Gender Identity			
Crime	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC													

OC = On-Campus (or main campus)
Res = Residence Hall
NC = non-campus
PP = Public Property adjacent to campus

Hate Crimes by Other Law Enforcement Agencies

2013 Other Law Enforcement	Race				Gender				Religion				National Origin				Sexual Orientation				Ethnicity				Disability				Gender Identity			
Crime	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP				
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Criminal Mischief/Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
2014 Other Law Enforcement	Race				Gender				Religion				National Origin				Sexual Orientation				Ethnicity				Disability				Gender Identity			
Crime	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP				
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Criminal Mischief/Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
2015 Other Law Enforcement	Race				Gender				Religion				National Origin				Sexual Orientation				Ethnicity				Disability				Gender Identity			
Crime	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP	OC	Res	NC	PP				
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Criminal Mischief/Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				

Other law enforcement can be contacted for crime records at the following:

Leon County Sheriff's Office Records: (850) 922-3317
 Florida A&M University Police: (850) 599-3256
 Florida Highway Patrol Troop H (850) 488-8676
 Florida Department of Law Enforcement: (850) 410-7140 (Crime Analysis)
 Division of Alcoholic Beverages and Tobacco (ABT): (850) 922-9903
 Tallahassee Police Department: (850) 891-4309

OC = On-Campus (or main campus)
Res = Residence Hall
NC = non-campus
PP = Public Property adjacent to campus

Daily Crime & Fire Log

The FSU Police Department maintains a combined Daily Crime & Fire Log of all incidents reported to them. The FSU Police Department publishes an activity log every day, which is available to members of the press and public. This log identifies the type, locations, and time of each criminal incident reported. The most current sixty days of information is available in the lobby of the FSU Police Department located in the Tanner Hall Building. Upon request, a copy of any maintained Daily Crime Log will be made available for viewing, within forty-eight hours of notice. The FSU Police and Fire Log are also available at www.police.fsu.edu.

Crime Mapping

Working with over 900 agencies across North America, CrimeReports is the largest online resource for accurate, up-to-date crime information. The CrimeReports network offers a family of affordable, easy-to-use software tools for law enforcement agencies to understand crime trends and share current neighborhood crime data with the public. Community members can access the integrated crime map and receive email crime alerts for free at www.CrimeReports.com, empowering them to make informed decisions to help improve the safety of their neighborhood and community. To view the Florida State University Campus, enter in the location bar: 830 W. Jefferson St., Tallahassee, FL.

CRIME PREVENTION INFORMATION

Protect Your Property

- Use a “discus” style padlock (not the “master lock” type) on all storage units. Check the unit periodically to make sure nothing has been disturbed.
- Don’t lend your keys. Keys can be duplicated.
- Don’t mark your key chain with your name, address or license number. Lost keys can lead to theft.
- Engrave or mark all valuable personal property with your name and driver's license number. Keep an inventory of items.
- Move valuable items out of easy sight of windows and doors.
- Lock your vehicle at all times.
- Copy all important papers and cards that you carry in your purse or wallet, including your driver’s license. Keep the copies in a safe place— the information will be invaluable if they are stolen or lost.
- Copy your vehicle ID and tag number. If your vehicle is stolen, it cannot be entered into the nationwide law enforcement network without this information

In Your Car

- Check the back seat before entering.
- Keep your vehicle doors locked at all times, even when driving in daylight, so no one can jump in at a red light.
- Keep enough gas in your tank for emergencies. Don’t offer rides to anyone you do not know, even if he or she claims to be a student
- Honk your horn—a good deterrent—if someone suspicious approaches your vehicle. Criminals don’t like attention.
- Lift the hood, put on the flashers, and wait inside for help with the doors locked if your car breaks down. Ask people who stop to call the police or AAA for you. Don’t accept a ride with anyone you do not know.

At Home

- Keep doors locked at all times, even if you are only away for a few moments. Do not “prop open” doors in the residence halls.
- Be assertive and demand that any unwanted person in your residence leave, or leave yourself. Anyone who refuses to leave is a trespasser. If you live in a residence hall, call FSUPD.
- Make sure hallways, entrances, garages, and grounds are well-lit. Leave porch lights on all night. When you expect to return after dark, leave an interior light on with shades drawn. If you live on campus, report any malfunctioning light.
- Know who is at your door before you open it. Campus staff should carry identification, and no solicitors are allowed on campus. If you live off campus, install a peephole in your front door.
- Make calls for strangers who want to use your phone. Don’t open your door or let them in.
- List initials and last name only on your mailbox or door and in the telephone book.
- Get to know your neighbors. If you live off campus, join a neighborhood watch system and share information on suspicious circumstances.

Away from Home

- Walk or jog with a friend. Avoid jogging after dark. If you must, stay in well-lit areas; walk midway between curbs and buildings and away from alleys and bushes.
- Don't stop for stranded motorists. You are of greater help to them by calling the police.
- Keep valuables in the trunk of your vehicle, not on the seats.
- Park your car in well-lit areas.
- Remove all keys from your vehicle. Thieves look for keys. Walk with your keys in your hand.
- Tell someone where you are going and when you will return.
- Don't fight back if your purse or wallet is snatched. Turn it over to the thief rather than risk personal injury, and call the police immediately.
- Be careful about when and where you patronize Automatic Teller Machines (ATM). Accessing ATM cash in remote locations, particularly after nightfall, could expose you to risk of robbery and personal injury
- Avoid working or studying alone in a public-access building at night

If you have a disability

- Be on the defensive; use SAFE Connection at night (644-SAFE).
- Use reflective tape on wheelchairs or other mobility aids.
- Report any hazardous conditions to Student Disability Resource Center at 644-9566 (Voice or TDD)
- Use designated sidewalks. If you have a visual impairment, be sure to get thorough orientation. If unsure about hazards, please ask. Remember to use your cane properly.

Play it Safe



Cyclists are reminded that in Florida, a bicycle is legally defined as a vehicle. Bicyclists have the same rights to the roadways, and must obey the same traffic laws as other vehicles. At FSU, cyclists may legally ride on sidewalks, provided that pedestrians are given the right of way and that an audible signal is given before overtaking and passing pedestrians. Wear a helmet when riding – nearly 75% of all bicycle related deaths are the result of head injuries. A bicycle operated between sunset and sunrise must be equipped with a lamp on the front exhibiting a white light visible from 500 feet to the front and both a red reflector and a lamp on the rear exhibiting a red light visible from 600 feet to the rear. Observe all traffic laws that you would observe in a motor vehicle. Bicycles may not be parked where they impede pedestrian or vehicular traffic. **Do not park bikes on railings, stairwells, or handicap access ramps.**

Residence Hall Safety

Residence hall exterior doors are locked at all times. To gain admittance, visitors must call the main office using the telephone at the main entrance of each hall. Visitors are then met at the entrance by their student-host. Students are urged not to allow entrance to anyone who is not their guest. Visitors are to be escorted at all times by their student-host, who is responsible for their actions and behavior. University Housing staff gives high priority to the security of residents. Resident assistants receive training in safeguarding security, and monitor building safety measures on an ongoing basis. Student staff who work in the residence hall make periodic checks of floors and exterior doors, and report security-related matters to Facilities staff or to the police.

Each semester, campus police and Housing staff jointly present safety programs to all residents. In addition, fire evacuation drills are conducted in every hall each semester. Fireworks, explosives, weapons, and flammable liquids are strictly prohibited in the residence halls, as are all devices using an open flame or open heating element. Falsely activating or tampering with fire safety equipment violates state law and creates dangers for the entire residential community in the case of real fire or emergency.

Individual FSU police officers are assigned to specific residence halls through the Adopt-A-COPP Program. This community-based policing enables students and police to become personally acquainted. The assigned officer keeps in touch with students and residence hall staff and informs them of physical safety and security concerns. For a review of all residence hall procedures, please refer to the ***Guide to Residence Living***, available at this link: <https://housing.fsu.edu/documents/Guide-to-Residence-Living.pdf>

In an elevator

Press the alarm button if the elevator becomes impaired while in operation. Police will respond as quickly as possible. Remain inside until help arrives. Only trained elevator personnel are authorized to remove trapped occupants. No one else should attempt to release them or to force elevator doors open.

International Programs

The Florida State University conducts international study programs in several countries throughout the Globe. In addition to information provided in this Safety Guide, the four main international study centers in Florence Italy, London England, Valencia Spain and Panama, Republic of Panama publish their own safety guides with country specific information for students. The four guides can be accessed at <http://international.fsu.edu/Alerts.aspx> under the Health & Safety, University Policies & Resources tabs.

Additional information is available at FSU International Programs Office at A5500 University Center, Florida State University, Tallahassee, FL 32306-2420, or by contacting FSU International Programs at (850) 644-3272 or (800) 374-8581.

Protect Yourself from Identity Theft

Identity theft is one of the fastest growing and most personally devastating crimes in the country. What, exactly, is identity theft? It is the theft of your good name and credit that occurs when a criminal co-opts your name, Social Security number, credit card number or some other piece of personal information. Once "armed" with this information, identity thieves can open new credit and bank accounts, obtain cellular phone service, or even file a fraudulent tax return – all without your knowledge! You may not know this has happened for months – until you start getting bills about which you know nothing! Here are some tips to help prevent this type of theft:

- Safeguard your credit, debit, and ATM card receipts. Never toss them in a public container.
- Do not carry extra credit cards, your Social Security Card, birth certificate, or passport in your wallet or purse unless absolutely necessary.
- Check your credit report and reconcile your bank and credit statements in a timely manner.
- Create Strong Passwords and use secure networks.
- Keep sensitive personal and financial documents secure.
- Protect your mobile device and computer.
- Don't fall for Phishing Scams.

SAFETY PROGRAMS AT FLORIDA STATE

FSU Guardian

Turn your phone into a personal safety device – download the free Rave Guardian safety app

FSU Guardian is a free personal safety service that is available to anyone with a valid FSU ID. FSU Guardian allows you to rapidly provide information about yourself to the FSUPD during an emergency. By building a personal profile, information about you can be immediately accessed by FSUPD dispatchers should you call from a registered cell phone. FSU Guardian can also provide police with GPS coordinates from your phone (if available), which can decrease response time and allow first responders to locate you should you not be able to give them your location. FSU Guardian allows you to set a timer from your phone when going from one location to another. If your timer expires, FSUPD will be notified and respond accordingly. FSU Guardian allows for GPS tracking to be activated on your phone if available. If you need immediate assistance, but are unable to give your location, FSU Guardian helps FSUPD and emergency responders locate you. Your location is never visible to FSUPD unless you call 9-1-1, (850) 644-1234, or your security timer expires.



Go to <http://police.fsu.edu/Guardian> for more information and to download the free Rave Guardian safety app.

Safety and Security Advisory Committee

Composed of faculty, administrators, and students, this standing university-wide committee addresses ways to improve campus safety and serves as an advisory body to the Vice President for Finance and Administration on safety and security issues. Interested parties should contact the Office of the Vice President for Finance and Administration, 214 Westcott Building.

MARC (Men Advocating Responsible Conduct)

A program for and by men to raise awareness of sexual violence and its effects. This program was developed in conjunction with a nationally recognized leader in rape prevention geared toward men. This program is currently under way with our fraternities.

Safety Planning

Members of the Dean of Students and University Housing staff, along with students from Greek organizations, Inter-Residence Hall Council, Student Government Association, and FSU Police are working continuously to plan for student events and to promote safety awareness.

Campus Security Advisor, Student Government Association

College students are the most commonly victimized and yet are the most apathetic about safety concerns. To promote students' safety through awareness and security programs, each year a student is appointed to serve as a liaison between law enforcement agencies and the Student Government Association.

Student Rights and Responsibilities Office

As part of the Dean of Students Department, the Office of Student Rights and Responsibilities implements and enforces the FSU Student Conduct Code. Through the student judicial process, students charged with violations of the Student Conduct Code are informed of their rights, held responsible for behavior that adversely affects the university community, and ultimately guided in making better decisions about their conduct. This office is also responsible for dealing with violations involving student organizations. For information, call (850)644-5136.

Victim Advocate Program

A victim advocate is available 24 hours a day to respond to the needs of victims of crimes, including victims of sexual battery. Advocates offer emotional support practical assistance (such as contacting professors when requested), and necessary referrals (to counseling, legal aid, medical attention, etc.). Whenever possible, the University will assist student victims in rearranging class schedules and room assignments if requested. The goal of the program is to help students cope with their victimization and continue to have a rewarding college experience. Advocates can be contacted by calling (850)644-7161 or (850)644-2277 weekdays, and (850)644-1234 (through FSU Police Department) evenings and weekends and asking to speak to an advocate.

University Residence Hall Safety Week

Members of University Housing staff and resident students plan and implement an annual "Safety and Security Week" to educate students about crime prevention. Activities include programs, informational flyers, and unique initiatives for each hall.

DAARRT (Drugs and Alcohol Assisted Rape Reduction Team)

DAARRT is a community partnership between FSU and other organizations created to promote and administer a program targeting alcohol and drug use specifically for the purpose of reducing sexual assaults.

Adopt-A-Community Oriented Policing Program

The Florida State University Police Department recognizes that in order to reduce the impact of crime on the campus, it is necessary to build rapport with students, particularly those in residence halls. Through close contact with campus residents in a non-confrontational atmosphere, crime prevention concepts and interactions with law enforcement officers are greatly enhanced. Officers, through their efforts in community policing within residence halls, have become more approachable to residents. This approachability enhances lines of communication between the police and students, thereby facilitating the exchange of information and person-to-person relationships.

In addition, with a noticeable and welcomed police presence in residence halls, the fear of crime can be diminished, while constructive crime prevention measures can be affected. Through intelligence gathered by officers participating in the program, patrol effectiveness and efficiency are further enhanced, particularly regarding any potential activity that might occur in residence halls.

The Adopt-A-C.O.P.P. officers act as liaisons between the University Police Department and University Housing. Each of the fifteen residence hall communities has its own Adopt-A-C.O.P.P. officer. In addition, several other universities within the State University System have adopted a similar program modeled after ours.

Visit <http://police.fsu.edu/Prevention/Adopt> for more information.

Greek-C.O.P.P.

The Greek C.O.P.P. is a Community Policing Program focused on FSU Greek Organizations. The program was founded with the idea of fostering a mentor style relationship between FSU Police Department and our Greek Community Family. Our relationship is comprised of regular meetings between Greek Life Risk Managers and Greek C.O.P.P. Officers to discuss current issues. These issues range from Florida State Laws to Florida State University Policies. The Greek C.O.P.P. Officer relationship has developed further by participating in pre-party walk-throughs. These party walk-through's focus on creating a safe party environment as well as further fostering the relationship in a mentor style setting. The relationship has blossomed and we now participate in risk management presentations for the entire Greek Life Family.

Operation ID

Campus police work with the staff in each residence hall to assist students with the engraving of their identification number on personal property and bikes. Serial numbers are recorded, aiding in the recovery of stolen articles.

Physical Security Analysis

Campus police officers, who are state-certified crime prevention practitioners, regularly visit residence halls and other multiple-living units to inspect lighting, shrubbery and all entry points. Officers review security procedures followed up by making recommendations to appropriate administrators. These officers also conduct security surveys at campus academic facilities as well, making crime prevention suggestions to department heads and persons responsible for building operations.

Physical Plant Consulting Program

During the planning and construction phases of new and renovated buildings, police experts consult with architects and engineers to ensure that the structural design offers the greatest degree of deterrence to crime.

BEEPP (Bicycle Education, Enforcement, and Pedestrian Program)

The Bicycle Education, Enforcement, and Pedestrian Program (BEEPP) is a traffic safety program focused on multi-modal transportation safety on campus. Officer's education motorists, cyclists, and pedestrians on safety issues associated traversing the campus.

Citizen's Police Academy

The Citizen's Police Academy is a seven week program where community members can learn about FSUPD from the inside. The Citizen's Police Academy is conducted twice annually, in the Fall and Spring semester. For more information go call (850)644-1388 or (850)644-3660 or go to <http://police.fsu.edu/Prevention/Academy>.

Stop Rape Week

A week of lectures, panel discussions, media and theater presentations on the subject of violence against women is sponsored by the Women's Center. The events are intended to help both men and women better understand and prevent the crime of rape.

Designated Driver Program

Students who have been drinking too much are provided rides home, assuring safe transit. CALL (850)644-SAFE (7233). Don't drive impaired!

RAD (Rape Aggression Defense)

RAD is a self-defense program for women designed to “develop and enhance the options of self-defense, so they may become viable considerations to the woman who is attacked.” Call (850)644-1388 or (850)644-3660 or visit the FSUPD crime prevention page: <http://www.police.fsu.edu/Prevention/RAD>. RAD is now offered for credit!

FSU kNOw MORE:

The kNOw MORE sexual violence prevention initiative is about action, education, and the continuum of care for our students, faculty, and staff. This is a one stop location for resources available to students, faculty, staff, family members and community members to obtain the needed resources related to sexual violence. The resources are available at www.knowmore.fsu.edu.



Green Dot: Bystander Intervention @ FSU

Launching in March 2016, Green Dot is a bystander intervention initiative that recognizes that most people care about high prevalence of power based personal violence but don't have the tools to know how to be part of the solution. Green Dot seeks to change the culture by activating people that may not have been directly impacted by power based personal violence. <https://knowmore.fsu.edu/greendot/>

Seminole Allies & Safe Zones



Program that promotes acceptance and support of lesbian, gay, bisexual, transgendered (LGBTQ+) people and is respectful of confidentiality. Seminole Allies is coordinated through the offices of the Student Government Association at Florida State University and is offered regularly to the campus community. The program is open to all, regardless of orientation, identity, or expression. The Seminole Allies & Safe Zones re-launched in Fall 2013 as a new, more interactive program.

Traffic Education and Enforcement at Florida State

The Florida State University Police Department employs specific and directed traffic enforcement aimed at DUI, speeding, aggressive driving, and unbuckled motorists. The FSUPD employs the use of sobriety checkpoints, DUI saturation patrols, as well as seatbelt and speeding enforcement campaigns. As a member of the Leon County Multi-Agency DUI Strike Force, FSUPD has zero tolerance for impaired drivers. “Drive Sober or Get Pulled Over.”

Traffic Safety

The FSUPD employs a comprehensive education and enforcement program aimed at reducing DUI, speeding, aggressive driving, and lack of safety belt use. The FSUPD has received state and national honors for its traffic safety efforts.

S.A.F.E. Connection... (Student Alert Force Escort)

Phone: (850)644- SAFE (7233) - Phone Service is FREE from any campus pay phone.
Hours: 7:00pm to 3:00am - Seven days a week. If you walk on campus at night, take precautions and call SAFE Connection for a SAFE escort. SAFE Connection provides service to residence halls, libraries and most other campus buildings, and Alumni Village. Get to know the SAFE escorts. That way, you will be walking with a friend.

Night Nole

Florida State University Parking and Transportation in conjunction with the Student Government Association developed an initiative in the summer of 2006 dubbed the "Night Nole". During the fall and spring semesters, Night Nole provides students with a safe ride home from the Tennessee Strip and other late-night venues. The SGA funds this no-fare transit service through a contract with Tallahassee. The route is within a short walking distance of many apartment complexes where students live. The Night Nole is a bus service that operates from 10:00pm to 3:00am, Tuesday through Saturday. The route begins in Heritage Grove and makes stops along the route stretching from Appleyard to Stadium Drive, all the way back through Tennessee Street and services over 32 apartment complexes. This free service enables students to enjoy late night venues without having to drive their vehicles.

Nole Cab

Florida State University Parking and Transportation in conjunction with the Student Government Association developed an additional initiative to help get student home safely. The NOLE cab is a subsidized taxi that gives up to four passengers a cab ride inside a predestinated zone for a nominal fee. The only requirement is one of the passengers must be a current student.



Alcohol & Drugs

Florida State University has established standards of conduct concerning the possession, sale, serving, and consumption of alcoholic beverages and drugs on the Florida State campus. These policies and rules reflect a concern for the health and safety of the campus community and apply to University faculty, students, staff, visitors, and guests.

State of Florida statutes declare that it is unlawful for any person under 21 years of age to possess or consume alcoholic beverages. Consequently, no one under the legal drinking age may consume, distribute or possess alcohol on University properties or as part of any University activity. It is unlawful to sell, give, serve, or permit alcoholic beverages to be served to anyone under 21 years of age. Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provided alcoholic beverages.

It is unlawful to be under the influence of, use, possess, distribute, sell, offer, or agree to sell, or represent to sell narcotics, hallucinogens, dangerous drugs, or controlled substances, except as where permitted by prescription or law. The FSU Police Department aggressively enforces Florida's impaired driving laws. Never drink and drive. Violations of these laws are dealt with both through the criminal courts and through the Office of Student Rights and Responsibilities. Students found liable are subject not only to criminal prosecution but to administrative sanctions, including permanent expulsion from the University.

Note: The Florida State University Student Handbook and the Schedule of Classes should be consulted for further information.)

Programs and Treatment Referral

The Office of Health Promotion at University Health Services located at the Health & Wellness Center provides many educational materials, books, pamphlets, videos, and CD-ROM programs for students, faculty, and staff who are interested in or suffering from the effects of alcohol and/or substance abuse. Referrals to local programs, including counseling services, AA, ACOA, NA, and Alanon groups are also offered. The "Healthy Noles" Peer Health Educator Program (phone (850)644-8871), is a volunteer student organization that provides peer education through involvement with special projects, such as Alcohol Awareness Week, Safe Spring Break, and presentations to classes, residence halls, and student organizations. The University Health Services web page contains valuable information on their services (www.uhs.fsu.edu). Students may also seek treatment for substance abuse problems at the Student Counseling Center, (850)644-2003, located within the Student Life Building. The FSU Marriage and Family Therapy Clinic, (850)644-1588, provides referrals, limited treatments, and evaluations for alcohol and substance abuse.

Sexual Misconduct, Sexual/Gender Based Violence

Sexual misconduct is an umbrella term used to refer to a broad range of sexually inappropriate behaviors prohibited by Florida State University Policy. Sexual Misconduct includes all forms of non-consensual sexual activity and unwelcome sexual conduct including: sex discrimination; sexual violence (rape/sexual battery/sexual assault); sexual harassment; relationship violence (domestic violence and dating violence); stalking, and other forms for sexually exploitive behavior.

(Source: <http://policies.fsu.edu/content/download/338774/2235707/FINAL%208-1-2016%20Sex%20Discrimination%20and%20Sexual%20Misconduct%20Policy.pdf>)

We continue to actively and aggressively provide institution-wide programs and services to educate our students and university community on responsible conduct, the meaning of consent, how to properly report cases of sexual misconduct, and how to hold individuals accountable for their behavior.

If you experience sexual misconduct, FSU wants to assist you. FSU's policies prohibit retaliation for making complaints of sexual misconduct. You have rights and options. Go to www.knowmore.fsu.edu or <http://www.titleix.fsu.edu> for more information.

Support Services

FSU and the local community provide victim advocacy, medical services, mental health services, counseling services, and assistance with legal matters - free of charge. A comprehensive online list of support services on and off campus is available at: www.knowmore.fsu.edu.

Confidential Support on Campus



FSU Victim Advocate Program

850-644-7161 or 850-644-2277

Nights and Weekends 850-644-1234

FSU Victim Advocates provide support to survivors of sexual violence and other crimes. They are available 24 hours a day, 7 days a week. All Victim Advocate Program services are free and confidential.

University Counseling Center (for students), 850-644-2003

Employee Assistance Program (for employees), 850-644-2288

University Health Services

- Women's Clinic, 850-644-4567
- Medical Director, 850-644-8897

Reporting Options

You have the right to file a report with the police and with other University Officials at FSU. Reports made to the police and reports made to other University Officials are separate processes, but you can pursue both paths simultaneously.

Victim Advocates are available to help you consider reporting options in a confidential setting. As a survivor, you have the right to:

- Report the crime to police
- Receive assistance from an FSU Victim Advocate in reporting the crime to the police
- Decline to notify the police
- Report the crime to University officials, whether or not you choose to notify the police.

You may pursue both a criminal investigation with the police and a University sexual misconduct complaint investigation, as different options are available through each process.

Reporting to Police

Call 9•1•1. Your call will automatically be routed to the proper law enforcement agency: University Police on campus, Tallahassee Police in the city, Leon County Sheriff's Office in the county.

If you wish to pursue criminal action, you should contact the police as soon as possible and preserve any physical evidence.

- ✓ Try to remain calm and alert.
- ✓ Stay on the phone with the dispatcher as long as you are needed.
- ✓ Do not change your clothing.
- ✓ Do not clean your body or your clothes.
- ✓ Do not disturb or alter the crime scene.

The preservation of physical evidence may be critical for successful prosecution of the offender

University Reporting

There are many ways you can make a university report. You can make a sexual misconduct/gender based violence complaint to the University by bringing the matter to the attention of any of the following (verbally or in writing):

- University's Title IX Director, 850-644-6271;
- University Title IX Deputy Coordinator, 850-644-8082;
- Dean of Student's Office, 850-644-2428;
- Office of Equal Opportunity and Compliance, 850-645-6519;
- Office of Faculty Development and Advancement, 850-644-6876;
- Center for Leadership & Social Change, 850-644-3342;
- Office of Human Resources, 850-644-6034;
- A student's school or college dean;
- An employee's immediate or higher-level supervisor, or
- FSU EthicsPoint Hotline, (the University's anonymous reporting hotline, (855-231-7511.

Online Reporting

Student, faculty and staff may also make an online report through the Office of the Title IX Director at <http://titleix.fsu.edu/>.

FSU Reporting Process

Regardless of to whom the report is made, the Title IX Director or designee investigates reports against students and the Dean of Students Department (DOS) adjudicates reports against students, while the Office of Equal Opportunity and Compliance (EOC) handles reports against anyone else (faculty, staff, contractors, visitors, or unknown assailants).

The procedures for reports against students are found in the Sex Discrimination and Sexual Misconduct Policy at:

<http://policies.fsu.edu/content/download/338774/2235707/FINAL%208-1-2016%20Sex%20Discrimination%20and%20Sexual%20Misconduct%20Policy.pdf>

The EOC's reporting procedures are found in the Sex Discrimination and Sexual Misconduct Policy at:

<http://policies.fsu.edu/content/download/338774/2235707/FINAL%208-1-2016%20Sex%20Discrimination%20and%20Sexual%20Misconduct%20Policy.pdf>

When the University receives a report of sexual misconduct, it will perform a prompt, fair, and impartial investigation using a preponderance of the evidence standard. If, at the conclusion of the investigation, the evidence establishes that it is more likely than not that sexual misconduct/gender based violence occurred, a violation will be found. Proceedings are conducted by hearing panel members who receive annual training. Both the reporting party and the responding party have the right to be accompanied to all meetings and complaint proceedings by an advisor of their choice. The reporting party and the responding party will receive simultaneous, written notification of the outcome of the investigation/proceeding.

Off-Campus Incidents

Even if the sexual violence occurred off campus, FSU's Victim Advocate Program can provide survivors with assistance. If the person that harmed you off campus was a member of the FSU Community, you can still make a complaint to the University against the individual.

Sanctions

When an investigation establishes that sexual misconduct/gender based violence has occurred, FSU will take prompt steps to end the misconduct, prevent its recurrence, and correct the effects on the survivors. Disciplinary action will vary based on the severity of the misconduct, but it can include, separation from University programs, termination from University employment, or exclusion from campus. As a student, you are subject to University judicial proceedings that may result in permanent expulsion from Florida State University. In addition, for incidents involving a criminal act, you are subject to arrest, incarceration, and prosecution through the state courts.

Interim Assistance & Protection Orders

When the survivor requests assistance, the University will provide reasonably available interim measures after sexual misconduct and/or while a complaint is being reviewed and investigated to protect the safety of the reporting individuals, and the campus community, and to prevent retaliation. Examples of interim measures include:

- Issuing no contact orders between individuals involved
- Making temporary accommodations regarding work locations, residence hall assignments, class or work schedules, or transportation; and providing counseling.

You do not have to make a police report or a formal University complaint to get reasonably available interim measures, but you do need to let the University know what you need. The Victim Advocate Program can help you request these accommodations.

Definitions:

Rape and sexual battery (sexual assault): are all defined under Florida law as the oral, anal, or vaginal penetration by, or union with (touching), the sexual organ of another or the anal or vaginal penetration of another by any other object, without consent.

Consent: Consent to sexual activity must be: knowing, intelligent, unambiguous, and voluntary. Consent is active, not passive. This means there must be clear and willing participation, through words or actions, for each sexual act. Submission to sexual activity that is the result of force, coercion, or threats is not valid consent.

- i. Consent to one type of sexual activity does not imply consent to other types of sexual contact. There must be consent at every stage of the sexual encounter.
- ii. Past consent to sexual activity does not imply consent to future sexual activity.
- iii. Consent can be withdrawn at any time, including in the middle of a sexual encounter, if the withdrawal of consent is clearly indicated by words or actions.

Individuals who are incapacitated by voluntary or involuntary alcohol or drug use (legal, illegal, or prescription); asleep; unconscious; mentally impaired by disease or illness; or under 18 years old cannot give consent to sex (no matter what they say or do). If there is any question regarding whether a person may be incapacitated, do not engage in any type of sexual activity with that person.

Domestic violence: 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. It includes hurtful, repeated and intentional behavior that one person uses to maintain power and control over another in an intimate relationship. The behavior can manifest as abuse that is verbal, emotional, psychological, physical, or sexual. Behaviors may include, but are not limited to: threats, name-calling, put-downs, isolation, withholding of money, physical harm, and sexual assault. Family/household members are 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.

Dating violence: Violence between an individual who is or recently has been in a continuing and significant relationship of a romantic or sexual nature and the other party. It includes hurtful, repeated and intentional behavior that one person uses to maintain power and control over another in an intimate relationship. The behavior can manifest as abuse that is verbal, emotional, psychological, physical, or sexual. Behaviors may include, but are not limited to: threats, name-calling, put-downs, isolation, withholding of money, physical harm, and sexual assault.

Stalking: Stalking involves an intentional course of conduct repeated over a period of time. Under Florida law, stalking is willfully, maliciously, and repeatedly following, harassing, or cyberstalking another person. Cyberstalking 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. Stalking can involve: following a person; appearing at the person's home, class or work; frequently calling, texting, emailing, or electronically chatting; leaving written messages or objects; vandalizing a person's property.

Sexual Harassment

Sexual harassment is a form of discrimination based on a person's gender. Sexual harassment is contrary to the University's values and moral standards, which recognize the dignity and worth of each person, as well as a violation of federal and state laws and University rules and policies. Sexual harassment cannot and will not be tolerated by Florida State University, whether by faculty, students, or staff or by others while on property owned by or under the control of the University. The Office of Equal Opportunity and Compliance (EOC) is charged with receiving and investigating sexual harassment complaints as set forth in this policy and shall maintain the records pertaining thereto. For a definition of Sexual Harassment, examples and a full explanation of the policies and procedure assorted with the University's Sex Discrimination and Sexual Harassment Policy:

<http://policies.fsu.edu/content/download/338774/2235707/FINAL%208-1-2016%20Sex%20Discrimination%20and%20Sexual%20Misconduct%20Policy.pdf>

Reporting Party

An individual who reports to a non-confidential source that they have experienced/are experiencing Sex Discrimination, Sexual Misconduct, Retaliation, or Complicity. The Reporting Party is the individual who files a Report or on whose behalf a Report is filed.

Responding Party

An individual who has been accused of violating the University's Sex Discrimination and Sexual Misconduct Policy.

Where to Go for Help

Any member of the university community may report sexual harassment to the Title IX Office, 408-H Westcott, 850-644-6271 or The Office of Equal Opportunity and Compliance, 6200 University Center A, (850) 645-6519. Staff is also available in the following offices to assist victims of sexual harassment: A student victim may report to Dean of Students Department, 4322 University Center A, (850) 644-2428; a faculty victim may report to the Office of Faculty Development and Advancement, 314 Westcott Building, (850) 644-6876; an A&P, USPS or OPS victim may report to Human Resources, 6200 University Center A, (850) 645-6519. Florida State University's Office Equal Opportunity and Compliance (EOC) is responsible for advancing and monitoring the University's Equal Employment Opportunity (EEO), Affirmative Action (AA), Family Medical Leave Act (FMLA), Americans with Disabilities Act (ADA) policies, procedures, programs and initiatives.



FLORIDA STATE UNIVERSITY

TITLE IX STATEMENT

"No person in the United States, shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Title IX of the Education Amendments of 1972, and its implementing regulation at 34 C.F.R. Part 106 (Title IX).

FSU does not discriminate on the basis of sex/gender in education programs and activities, and, as a recipient of Federal financial assistance for education activities, is required by Title IX to ensure that all of its education programs and activities do not discriminate in such a manner. Sexual harassment, which includes acts of sexual violence, is a form of sex discrimination prohibited by Title IX. Additionally, the Florida Educational Equity Act prohibits discrimination in schools based on race, ethnicity, national origin, gender, disability, or marital status. FLA. STAT. § 1000.05 (2012). Furthermore, this commitment is reaffirmed in FSU's [Sex Discrimination and Sexual Misconduct Policy](#), which is applicable to all faculty, staff, students, visitors, applicants, and contractors.

The University's Title IX Director is responsible for overseeing the development of sexual misconduct policies, ensuring compliance with Title IX and relevant federal and state regulations, and investigating Title IX complaints alleging **student** sexual misconduct. The Human Resources Deputy Coordinator will oversee investigations of sexual misconduct by **employees and third parties**. The Athletics Deputy Coordinator will accept Title IX incident reports to forward to the Title IX Director, and will ensure athletics equity compliance. The FSUS Deputy Coordinator will oversee investigations of sexual misconduct by **K-12 students**. Questions regarding Title IX, as well as concerns about and complaints of non-compliance (including complaints of sexual harassment, sexual assault, sexual violence, or other sexual misconduct), should be directed to the Title IX Director or a Title IX Deputy Coordinator.

Title IX Director:

Jennifer Broomfield, LISW, JD
Title IX Director
408-H Westcott Building
Tallahassee, FL 32306-1310
jbroomfield@fsu.edu
(850) 644-6271

Title IX Deputy Coordinators:

Employees & 3rd Parties:

Amber Wagner,
Deputy Coordinator
HR Administrator
Office of Equal Opportunity &
Compliance
A6200 University Center,
Tallahassee, FL 32306-2410
amwagner@fsu.edu
(850) 645-1458

Athletics:

Vanessa Fuchs,
Deputy Coordinator
Sr. Assoc Athletics Director,
Athletics Admin
D4200 University Center,
Tallahassee, FL 32306-2343
vfuchs@fsu.edu
(850) 644-4933

Florida State University School

(FSUS):
Megan Brink
Deputy Coordinator
3000 School House Road
Tallahassee, FL 32311
mbrink@fsu.edu
(850) 245-3894

Complaints will be addressed following the University's discrimination complaint procedures, [Equal Opportunity, Non-Discrimination, and Non-Retaliation Policy and Procedures](#) and the [Student Conduct Code](#). Some acts of sexual misconduct may also constitute violations of criminal law and require mandatory reporting to the FSU Police Department, e.g., sexual battery, indecent exposure, sexual abuse, etc. In such instances, refer to the University's Sex Discrimination and Sexual Misconduct Policy and contact the FSU Police Department at (850) 644-1234. Questions about the application of Title IX may also be directed to the Office for Civil Rights, US Department of Education.

Title IX Frequently Asked Questions

For an expanded explanation of each answer, please follow the link.

What is Sexual Misconduct?

An umbrella term used to refer to a broad range of sexually inappropriate behaviors prohibited by Florida State University Policy. Sexual Misconduct includes all forms of non-consensual sexual activity and unwelcome sexual conduct including: sexual violence (rape/sexual battery/sexual assault); relationship violence (domestic violence and dating violence); stalking; sex- and gender-based discrimination (including gender identity, gender expression, and sexual orientation); sexual harassment; and other forms of sexually exploitative behavior. For [definitions](#) of sexual misconduct, please see [Policy](#).

Is discrimination based on pregnancy or parental status a type of sex discrimination?

Yes. Additionally, reasonable pregnancy and parental accommodations may be available, upon request. For information contact the [Office of Equal Opportunity and Compliance](#).

Who is protected from sexual misconduct under Title IX?

All University students, employees, and visitors are protected. This protection is regardless of gender, sexual orientation, sexual identity, race, religion, national origin, and any other protected group status. Students from elementary to graduate school are protected, regardless of full- or part-time or online status.

What is Consent?

Consent is active and ongoing, it is not passive or static! ([Full definition](#)) Consent includes:

- asking the question
- of a capable person
NOTE: A capable person is someone who is not incapacitated. An individual can be incapacitated by drugs, alcohol, illness, or mental impairment/disability. People who are asleep or unconscious are always incapacitated.
- with adequate disclosure and
- without coercion.
- **Consent can be withdrawn at any time.**
- Prior consent does not mean future consent.

How do I get confidential support?

You can seek confidential support from the University's [Victim Advocate Program](#), [University Counseling Center](#), [Employee Assistance Program](#), [University Health Center](#), or University affiliated pastoral counselors.

Confidential disclosure does not generate a Title IX report or criminal report, unless the disclosing party specifically requests that a report be filed. Confidential assistance is available

any time regardless of when the incident occurred. Additional [resources](#) can be found within the full Policy.

How do I file a report?

Individuals may report information on their own behalf or on behalf of another. A report may be made, verbally or in writing (including the online by bringing the matter to the attention of: Title IX Director; Deputy Title IX Coordinators; FSUPD; or any additional [Responsible Employees](#). There is no time limit for an Affected Party to make a Title IX report, but it may be more difficult to conduct a thorough investigation after an extended period of time.

Can I file a report online?

Yes, on the University's [Title IX Website](#) or via [EthicsPoint](#).

Who MUST report sexual misconduct?

All [Responsible Employees](#), including but not limited to faculty, adjuncts, graduate assistants, staff, and students employees. You **must** report any student or subordinate disclosure within two business days. You are encouraged to report peer to peer (student to student or colleague to colleague) disclosure, but are not required to do so. When in doubt report to the Title IX Director, privacy will be maintained within the scope of the law.

What do I do if a student discloses to me?

If you are a [Responsible Employee](#), you **must** report to the Title IX Director, Deputy Title IX Coordinators, or Title IX Investigators. If not a Responsible Employee, you should encourage the student to seek [support services](#).

What if the student who discloses is a minor (or was a minor when the abuse occurred)?

In addition to reporting to the Title IX Director or designee, any incidents of abuse of a minor must also be reported to the Florida Department of Children and Families (DCF) by every individual who is made aware of the abuse. Under Florida's Protection of Vulnerable Persons Act, **all** Florida residents must personally report any type of child abuse. For more information, please see [Protection of Vulnerable Persons Act Tips](#).

What is the difference between a criminal and FSU/FSUS process?

Individuals have the right to pursue both the criminal and internal University process. They can be pursued independently or simultaneously. We encourage individuals to pursue both. The criminal process is conducted by local law enforcement and the state prosecutor's office. The criminal process can result in incarceration and the evidentiary standard is beyond a reasonable doubt. The internal University investigation is overseen by the University Title IX Director. If appropriate, the University will implement [interim measures](#) and University sanctioning; the evidentiary standard is preponderance of the evidence.

What happens after a report is made to the Title IX Office?

The University will take appropriate measures to investigate, eliminate the inappropriate conduct, address its effects, and prevent reoccurrence. Whenever possible the Reporting Party's request to the Title IX Director for [confidentiality](#) will be maintained. The request for confidentiality must be made to the Title IX Director or designee. Additional [information](#) about what happens after disclosure can be found within the full Policy.

What are the rights of the Reporting Parties and Responding Parties?

The rights of both parties during the investigation and adjudication process include a fair, impartial and prompt investigation and resolution of the allegations. For more information see [Reporting Party's / Responding Party's Rights](#).

What is retaliation?

[Retaliation](#) is any creation of a hostile environment or adverse action threatened or taken against an individual because they:

- make a Report pursuant to this Policy;
- assist another person in making a Report;
- participate in the investigation of such a Report;
- or in good faith and in a reasonable manner opposes conduct that they believe constitutes a violation of this Policy.

For examples of retaliation, please see www.titleix.fsu.edu.

What do I do if I think someone is retaliating against me?

Report the retaliation immediately to the Title IX Director, a Deputy Title IX Coordinator, a Title IX Investigator and/or the FSUPD.

What could happen if I or someone I know retaliates?

You, or they, could face a charge of retaliation in addition to any charges of sexual misconduct.

What is complicity?

[Complicity](#) is any action or behavior done with the intent of aiding, facilitating, promoting or encouraging the commission of an act of Sex Discrimination or Sexual Misconduct. For examples of complicity, please see www.titleix.fsu.edu.

Where can I get more information?

- [Policy & Appendices](#)
- [Rights and Resources](#)
- [kNOw More Campaign](#)
- [FSU's Title IX Website](#)
- [Office of Equal Opportunity & Compliance](#)
- [FSU Police Department](#)
- [Victim Advocate Program](#)
- [University Counseling Center](#)
- [University Health Services](#)

It is my expectation that all members of our community are provided equitable opportunities to succeed and enrich the strength, skill, and character of the University. It is also expected that all members of our community will help create a work and educational environment that promotes fairness, respect, and trust, free from discrimination, harassment, or retaliation. Behavior that may be considered offensive, demeaning, or degrading to persons or groups will not be tolerated.



President John Thrasher



FLORIDA STATE UNIVERSITY

Sexual Misconduct Resources

Sexual misconduct, including sexual harassment, sexual violence (rape, sexual assault, domestic violence, dating violence, & stalking), and all other forms of sex discrimination are violations of University policy and contrary to the University's values, which recognize the dignity and worth of each person. They are also illegal. Sexual misconduct will not be tolerated by Florida State University, whether by faculty, staff, students, visitors, or others.

If you have experienced sexual misconduct, FSU wants to help. The University has policies and services available to support you.

Pertinent University Policies

- **Title IX Statement:** outlines FSU's Title IX obligations and identifies FSU's Title IX Coordinator.
- **Non-Discrimination Policy:** prohibits sex discrimination (adverse treatment or the creation of a hostile environment based on a person's sex). Sexual misconduct, sexual harassment, and sexual violence are all prohibited forms of sex discrimination.
- **Sexual Harassment Policy:** provides detailed guidance about the University's prohibition against sexual harassment, which includes sexual misconduct and sexual violence as prohibited conduct.
- **Sexual Battery Policy:** gives specific guidance to support victims of sexual violence, to apprehend perpetrators, and to outline special reporting obligations for employees with knowledge of this crime.

Confidential Support

If you have experienced sexual misconduct, you may want to discuss your options on a completely confidential basis. While FSU handles sexual misconduct complaints sensitively and discretely, many University employees including faculty and supervisors are required to report sexual misconduct to University administrators. If you are unsure whether someone can maintain complete confidentiality ask them *before* you give details about your situation.

Staff members at the following on and off campus offices can maintain complete confidentiality and provide support:

FSU Victim Advocate Program	850-644-7161 or 850-644-2277 nights/weekends 850-644-1234, ask for advocate on call	victimadvocate.fsu.edu
Confidential, 24-hour, free support services for victims of sexual violence and other crimes. Services include: crisis counseling, emotional support, assistance with academic alterations, temporary safe lodging, and assistance during medical and legal proceedings (including obtaining orders of protection) and on-campus complaint processes.		
FSU Counseling Center	850-644-TALK(8255)	counseling.fsu.edu
Confidential, free, mental-health counseling and referrals for FSU students. Hosts survivor support groups.		
FSU Employee Assistance Program	850-644-2288	vpfa.fsu.edu/Employee-Assistance-Program
Confidential, free, mental-health counseling, referrals, and other support services for employees.		
Refuge House	850-681-2111	refugehouse.com
Confidential, 24-hour hotline, information and referral, crisis intervention, advocacy and accompaniment: medical and legal, support groups, medical referrals and follow-up, victim/survivor follow-up, shelter, and emergency financial assistance. Assistance in filing for protective injunctions (restraining order) through the Refuge House office at the Leon County Courthouse.		
211 Big Bend	211	211bigbend.net
Confidential, 24-hour crisis helpline and referral services for the Tallahassee community.		

On Campus Complaint Resolution

FSU Police Department	850-644-1234 or 911	police.fsu.edu
Emergency response, crime reporting (including sexual violence), and investigation of crimes occurring on campus. The University encourages survivors to simultaneously pursue both a criminal investigation with the police and a University sexual misconduct complaint investigation.		
Title IX Director Jennifer Broomfield	850-644-6271	https://smr.fsu.edu/documents/TitleIXStatement.pdf
Oversight of University Title IX compliance (including sex discrimination, sexual harassment, and sexual violence complaint supervision) and information about University policies and complaint procedures.		



FLORIDA STATE UNIVERSITY

Sexual Misconduct Resources

Dean of Students Department	850-644-2428	dos.fsu.edu
Responsible for resolution of sexual misconduct complaints against students (including sexual violence and sexual harassment complaints).		
Equal Opportunity & Compliance	850-645-6519	compliance.hr.fsu.edu
Responsible for resolution/investigation of sexual misconduct complaints against faculty, staff, visitors, contractors, and any other non-students (including sexual violence and sexual harassment complaints).		
FSU EthicsPoint Hotline	855-231-7511	fsu.ethicspoint.com
Anonymous discrimination and sexual misconduct (including sexual harassment & sexual violence) reporting hotline.		

Additional On Campus Resources

University Health Services	850-644-6230	healthcenter.fsu.edu
Healthcare services for students (including emergency contraception through the Women's Clinic).		
Seminole Allies and SafeZones	850-645-0908	safezone.fsu.edu
Support network and resources for lesbian, gay, bisexual, and transgender students and employees.		
FSU Measure Up		FSUmeasureup.com
Campaign devoted to correcting misconceptions regarding sexual violence and creating a campus culture that is less victim-blaming and more proactive in intervening to prevent sexual assault.		
M.A.R.C. (Men Advocating Responsible Conduct)		sga.fsu.edu/marc/
Student group devoted to peer education regarding sexually responsible behavior.		

Additional Off Campus Services

Tallahassee Police Department	850-891-4200 or 911	talgov.com/tpd/tpdhome.aspx
Law enforcement authority for reporting and investigating crimes occurring off campus (in the city of Tallahassee).		
Leon County Sheriff's Office	850-606-3300 or 911	leoncountyso.com
Law enforcement authority for reporting and investigating crimes occurring off campus (in Leon County).		
Tallahassee Memorial Hospital	850-431-0911	tmh.org
Emergency room services and SAE sexual assault exams for evidence collection ("rape kit").		
Tallahassee Police Department Victim Advocacy	850- 891-4432	talgov.com/tpd/tpd-victim.aspx
24-hour victim advocate services including: on scene assistance (crime scene, hospital etc.) crisis counseling, support during the legal process, and emergency legal assistance (obtaining protective injunctions).		
Leon County Sheriff's Office Victim Advocate	850-606-3478	leoncountyso.com/divisions/criminal-investigations/victim-advocate
24-hour victim advocate services including: on scene assistance (crime scene, hospital etc.) crisis counseling, support during the legal process, and emergency legal assistance (obtaining protective injunctions).		
Florida Bar Lawyer Referral Service	1-800-342-8011	floridabar.org
Referral service to find legal representation in Florida.		
Florida Council Against Sexual Violence	1-888-956-7273	fcasv.org
State-wide information and resources for sexual violence.		
Florida Coalition Against Domestic Violence	850-425-2749	www.fcadv.org
State-wide information and resources for domestic and dating violence.		
National Domestic Violence Hotline	1-800-799-7233 or TTY 800-787-3224	www.thehotline.org
24/7 support, crisis intervention, and referral service for victims of domestic violence.		
RAINN (Rape, Abuse, & Incest National Network)	1-800-656-4673	rainn.org
Rape recovery support services.		



FLORIDA STATE UNIVERSITY

What Can Bystanders Do to Prevent Sexual Violence?

Most people want to do something when they see the potential for sexual violence or victimization, but don't because of embarrassment (not wanting to make a scene), fear of retaliation, self-doubt, or because they assume someone else will do it for them. Don't let these fears prevent you from acting as a responsible member of your campus community!

You don't have to put yourself in danger or be a hero to help. Most situations leading to sexual violence have bystanders, people who notice the situation occurring and could take action to prevent it beforehand. Here are some simple steps you can take to prevent sexual violence by intervening before it happens.

The Three D's

Distract

Ignore the behavior, but create an interruption that separates the target and the person who may be about to commit sexual violence (or keeps them from leaving together). When you have the target alone, ask if he or she is okay, feels safe, or needs help. Offer to call a cab to get the individual home safely.

- *Get the target out of the situation:* Ask her to go to the bathroom with you. Ask him for directions. Say "Hey, I need to talk to you for a minute" or "This party is stupid, let's go."
- *Become a third wheel:* Start a conversation with the couple and don't leave so the target cannot be isolated with a potential attacker.
- *Get the potential attacker out of the situation:* If you see someone who is looking uncomfortable (frowning, looking tense) with the attention they are getting, tell the person making advances that his or her car has just been towed. Or you can step in and ask "What are you doing with my girlfriend/boyfriend" (even if you don't know the target). You can even "accidentally" spill your drink on the person to break up the situation.

Direct

- *Ask:* If you see someone who looks like they are in trouble, ask if they are ok. If you see a friend or co-worker doing something sketchy, say something.
- *Silent Stare:* Sometimes silence speaks louder than words. A disapproving stare can sometimes disrupt a problematic situation.
- *Show you care:* Approach the harasser as a friend in a caring and non-critical manner. Example: "As your friend I need to tell you that getting someone drunk to have sex isn't cool and could get you in big trouble. Don't do it."
- *Confront the individuals involved:* Express your concerns to the target or the person making advances. Let them know that you are acting in everybody's best interest. Some examples would be, telling the target, "Let's find your friends so they can take you home," or "I'm not letting you go home with a stranger." Make sure both people get home safely.

Delegate

- *Engage allies:* Consider whether it is better to intervene alone or in a group. Reach out to other bystanders or the friends of the people involved. For example, get someone to find the target's friends and get them to check on him/her while you stay to keep an eye on the situation.
- *Call the authorities:* If things get out of hand or seem dangerous don't hesitate to call the police. You could also ask the bouncer or the host to intervene by saying, "I'm worried about that girl/guy, could you let the person talking to her/him know that she/he is too drunk to go home with."

You can make a difference in ending sexual violence! For more information go to fsumeasureup.com.

(Thank you to Dr. Dorothy Edwards, University of Kentucky, for the 3 D's.)



FLORIDA STATE UNIVERSITY

Tips to Prevent Sexual Violence

To eliminate sexual violence in our community we need to change our attitudes about these crimes and be clear about our own responsibility to ensure that we are engaging in consensual sexual activity with our partners. The tips below apply to everyone at FSU:

Step up!

- ✓ Don't blame victims of sexual violence. It is never a victim's fault that another person decided to commit a crime.
- ✓ Don't try to get someone drunk or high enough to agree to sex with you. If your partner's judgment is significantly impaired by drug or alcohol use, their consent to sex is not valid (no matter what they say). On the flip side, do not accept drinks or drugs from people you do not know.

Talk about it!

- ✓ Don't make any assumptions about sex. Define your limits and make your intentions known to your sexual partners.
- ✓ You don't have a "right" to sexual activity with anyone. If you are interested in proceeding sexually, seek permission and **do not proceed** without an explicit "yes" from your partner.
- ✓ Respect boundaries set by your sexual partners. Consent to one type of sexual activity does not imply consent to any other types of sexual activity.
- ✓ Remember that past sexual activity with someone does not automatically give you permission for future sexual interactions with that person.
- ✓ Consent to sex can be withdrawn at any time, including in the middle of a sexual encounter. Good communication is key!

Pay Attention!

- ✓ If your partner becomes verbally or physically unresponsive, "frozen," passes-out, or falls asleep during sex, **STOP** sexual activity immediately. You need conscious and willing consent to sex to proceed.
- ✓ Take care of yourself. Do not depend on others to look out for you, but do look out for your friends.
- ✓ Be aware that excessive alcohol consumption is often associated with sexual violence. Remember that alcohol and drug use are **not** a green light for sex and never excuse engaging in non-consensual sex with another person.
- ✓ Be aware of your surroundings and trust your instincts about dangerous situations. Avoid being alone or isolated with someone you do not trust.
- ✓ Leave with trusted friends. On the other hand, know that the fact that someone agrees to "go to your place" is **not** the same thing as consenting to any type of sexual activity with you.

Speak up!

- ✓ You have an obligation to your fellow Seminoles to intervene if you see a situation that you feel may lead to sexual victimization. Don't let anyone "get away" with sexual assault.
- ✓ If someone is being sexually aggressive, possessive, or threatening, get help. Alert your friends, the authorities of the establishment, or the police (call 911).
- ✓ Most rapes are acquaintance rape (aka "date rapes"). Acquaintance rapes frequently involve men and women who conform to traditional, rigid gender roles. As a result, it is important to re-examine sexism in order to prevent rape.
- ✓ Boycott media and challenge assumptions that promote sexual violence.



FLORIDA STATE UNIVERSITY

Sexual Misconduct

Reporting Obligations for Staff and Faculty

As an employee, you may be the first point of contact for a victim of sexual misconduct. You may also learn of possible sexual misconduct from a source other than the victim. FSU is subject to several reporting laws in this area.

What to Report

In the following situations you must report:

1. If you become aware that a *student* may be a victim of sexual misconduct.
2. If you become aware that an individual *under your supervision* may be a victim.
3. All incidents of sexual violence (rape, sexual assault, domestic violence, dating violence, or stalking) must be reported to the FSU Police Department.

This includes incidents that you learn of first hand (from the victim), second hand (from anyone else), by witnessing the event, and through other means (media coverage, social networking, or anonymous reports).

Where to Report

- The University Title IX Director, Jennifer Broomfield, (850) 644-6271 or jbroomfield@fsu.edu.
- The [Office of Equal Opportunity and Compliance](#) (EOC), (850) 645-6519, if the alleged perpetrator is faculty, staff, visitor, or a contractor; or
- The [Dean of Students Department](#) (DOS), (850) 644-2428, if the alleged perpetrator is a student.
- The [FSU Police Department](#), (850) 644-1234 or 911 on campus, if the incident involves sexual violence.*

Failure to report in the circumstances described above can lead to disciplinary action for failure to report. When in doubt, err on the side of reporting any incident of sexually inappropriate conduct.

Who is a "Supervisor"

The term supervisor is construed broadly. It includes, but is not limited to: residence hall coordinators, graduate research assistants, teaching assistants, lab technicians, principal investigators, athletic coaches, academic advisors, and faculty when interacting in a faculty-student interaction. When in doubt—report.

Confidentiality

Often a victim will ask you not to tell anyone about the sexual misconduct they disclose to you. Unless you are a "Confidential Source," a victim's request for confidentiality does **not** absolve you of your reporting duties to the University offices listed above. If possible, inform the victim that you have a reporting obligation before they reveal their concern to you and let them know where they can discuss the situation with complete confidentiality.

If they reveal sexual misconduct to you before you can counsel them about confidentiality, let them know that you have an obligation to report the incident to university administrators, but that the University handles complaints sensitively and discretely. Information is kept on a "need to know" basis. They can request to proceed confidentially and the University will carefully consider their request. Also let them know that they are protected from any form of retaliation for reporting sexual misconduct.

Confidential Sources

At FSU, confidential sources include: [Victim Advocates](#), mental health counselors (such as [University Counseling Center](#) and [Employee Assistance Program](#) staff members), medical staff at the Health and Wellness Center, and pastoral counselors. These employees are not subject to the sexual misconduct reporting obligations described above.

Questions about Reporting? Call the Office of Equal Opportunity and Compliance at 850-645-6519.

*Incidents of sexual violence involving students or individuals under your supervision must also be reported to the Office of Equal Opportunity and Compliance/Dean of Students. When reporting to the police, however, do not reveal the identity of the victim if they ask you not to.

University Student Judicial Action

The Office of Student Rights and Responsibilities, Division of Student Affairs, coordinates all judicial proceedings involving sexual misconduct of students.

The University will make every reasonable effort to ensure that the investigation and resolution of a report or Complaint occurs in as timely and efficient a manner as possible. The University's investigation and resolution of a Complaint (not including an appeal, if applicable) generally will be completed within 60 calendar days of the receipt of the Complaint, absent extenuating circumstances. Throughout the investigation, the alleged victim and the Respondent will receive periodic status updates, and notice of any timing extensions, from the Title IX Director or designee. Prior to the case being referred to the Office of Student Rights and Responsibilities, any party may request an extension of any deadline by providing the Director of Student Rights and Responsibilities, or designee with a written request for an extension that includes reference to the duration of the proposed extension and the basis for the request. The Director of Student Rights and Responsibilities or designee may modify any deadline contained in this Policy as necessary and for good cause.

Students charged with violations of the Student Code of Conduct will be given adequate notice of the charges and allegations against them, and be provided an opportunity to address these charges during a hearing. The Reporting Party of a sexual misconduct matter may be asked to provide testimony at these proceedings, and are allowed to submit input into the sanctions imposed should the Responding Party be found responsible for a Student Conduct Code violation. In cases where the Responding Party's conduct poses a threat to the University community, the University may choose to impose any of the following actions to ensure the safety of students and staff:

- Issuing no-contact orders to prevent any contact between the Reporting Party, Responding Party, witnesses, and/or third parties;
- Changing a Reporting Party's or Responding Party's on-campus housing, if any, to a different location and providing assistance from University personnel in completing the relocation;
- Changing a Reporting Party's or a Responding Party's assigned dining facilities;
- Changing work arrangements or schedules;
- Changing academic schedules (such as moving the Reporting Party or the Responding Party from one class section to another);
- Arranging for the Reporting Party to withdraw from or take an incomplete in a class without penalty;
- Providing academic support services (e.g., tutoring);
- Providing emotional and physical support services.
- An immediate suspension until a hearing can be convened to determine the facts of the case.

Both the Reporting Party and Responding Party are allowed to be accompanied by an advisor of their choice during the proceedings, and will be informed of the final outcome of any campus disciplinary hearing. The standard of evidence used in conduct hearing is "Preponderance of the Evidence." Preponderance of the evidence means that the evidence, as a whole, shows that the fact sought to be proved is more probable than not. Students found responsible for violations of sexual misconduct will be sanctioned according to the options outlined in the Student Code of Conduct. This can include suspension, dismissal, or expulsion

from the University. University disciplinary proceedings may be held in instances involving sexual misconduct even when formal state charges are not brought. Complete information on the University judicial process can be found in the Student Code of Conduct in the Student Handbook.

Notifications:

All first-level student disciplinary recommended decisions will be communicated in writing to the charged student and will include the findings of fact, determination of responsibility, sanctions (if applicable), and notice of appellate rights. A Reporting Party will be notified of the status and outcome of the student conduct code process at the first hearing level and final outcome to the extent that the outcome directly relates to the complainant and the notification does not violate the privacy rights of the charged student. The appeals process is outlined in the student code of conduct. <https://dos.fsu.edu/srr/conduct-codes/student-conduct-code>

The written notice given to any **Responding Party** student will include the following:

- Sufficient detail to prepare a defense (including source of information, alleged violation, and specific Student Conduct Code charges).
- An invitation to attend an information session, during which the student may view all materials related to the case, receive instruction regarding the student conduct process and the student's rights, and confirm the forum in which the case will be heard.
- Notice of a formal hearing will occur at least five (5) class days prior to the hearing of the case. Informal hearings will be scheduled at the convenience of the charged student and the hearing body.

Notice given to Reporting Party:

To attend an information session, during which time the Reporting Party can view all materials related to the case and receive instruction regarding the disciplinary process and the Responding Party's and Reporting Party's rights. The University shall provide notice to the Reporting Party of these rights at least five (5) class days prior to a student conduct hearing.

Sanctions:

In light of the facts and circumstances of each case, the following sanctions, or combination of sanctions (with or without appropriate modifications) may be imposed upon any individual student found to have violated the Student Conduct Code. Certain sanctions may result in a financial cost to the student. If a student does not complete a sanction by the required deadline, a hold may be placed on the student's record. Decisions regarding falsification of admission or readmission information may be forwarded to the appropriate office for review of the application and appropriate action regarding admission.

1. Reprimand (written or verbal).
2. Service Hours - Completion of tasks under the supervision of a University department or outside agency.
3. Educational Activities - Attendance at educational programs, interviews with appropriate officials, planning and implementing educational programs, or other educational activities.
4. Counseling Assessment - Referral for assessment at a counseling center for alcohol/drug dependence, general mental health, or other counseling issues.

5. Restitution - Only in cases involving University property. Restitution must be submitted to the appropriate University department in a manner that is approved by that University department.
6. Conduct Probation - A period of time during which any further violations of the Student Conduct Code may result in more serious sanctions being imposed. Some of the restrictions that may be placed on the student during the probationary period include, but are not limited to: participation in student activities, representation of the University on athletic teams or in other leadership positions, entrance into University residence halls or other areas of campus, or contact with another specified person(s).
7. Disciplinary Probation - A period of time during which any further violation of the Student Conduct Code puts the student's status with the University in jeopardy. If the student is found "responsible" for another violation of the Code during the period of Disciplinary Probation, serious consideration will be given to imposing a sanction of Suspension, Dismissal, or Expulsion from the University. Some of the restrictions that may be placed on the student during the probationary period include, but are not limited to, participation in University or student activities, representation of the University on athletic teams or in other leadership positions, entrance into University residence halls or other areas of campus,
8. Change in University Housing assignment.
9. Exclusion (either temporary or permanent) from University Housing.
10. Suspension - Separation from the University for a specified period, not to exceed two (2) years. This may include restricted access to campus and/or other specified activities.
11. Dismissal - Separation from the University for at least two years and up to seven years. Readmission is possible but not guaranteed and will only be considered after the two to seven year time allotted from the effective date of the dismissal, based on meeting all readmission criteria and obtaining clearance from the Dean of Students or designee. This may include restricted access to campus and/or other specified activities.
12. Expulsion - Separation from the University without the possibility of readmission. This may include restricted access to campus and/or other specified activities.
13. Withholding of diplomas, transcripts, or other records.
14. Transcript Notations - a written notation indicating that student conduct action was taken. This sanction may be applied only in cases in which the student has been permanently separated (i.e., expelled) from the University.
15. Restrictions on contact with specified people.

Source: <https://dos.fsu.edu/srr/conduct-codes/student-conduct-code>

Training:

Every academic year, the Office of Student Rights and Responsibilities trains new student board members, faculty, and staff to hear student conduct code cases. The training includes effective questioning techniques and how to appropriately adjudicate a case (see Student Conduct Training manuals). In addition, separate large trainings are conducted as needed (when pool of trained members has lessened) regarding cases involving sexual misconduct. This training involves presentations from the Office of General Counsel, Victim Advocate, SRR staff, as well as input from experienced faculty and staff hearing officers. Refer to the PowerPoint presentation slides from General Counsel and VAP staff. Individual 1:1 trainings and small group trainings are also provided to board members and hearing officers as needed.

**Sex Offender Registration –
Campus Sex Crimes Prevention Act**

The Federal Campus Sex Crimes Prevention Act requires colleges and universities to issue a statement advising the campus community where state law enforcement agency information concerning registered sex offenders/predators may be obtained. The act also requires registered sex offenders/predators to contact the appropriate state officials and provide notice of each higher education institution in that state at which the offender/predator is employed, carries on a vocation, volunteers or is a student. Specific information regarding convicted and released sexual offenders and predators in the community including those reported as being associated with a specific university/campus may be obtained by accessing the FSU Police Department's web page at www.police.fsu.edu and clicking on the sexual predator link to the Florida Department of Law Enforcement, or you may directly access the FDLE web page at:

<http://offender.fdle.state.fl.us/offender/homepage.do>.

Notification of Missing Students

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify FSUPD at (850) 644-1234. FSUPD will initiate an investigation. FSU Residence Life will notify the FSU Police Department within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

After investigating the missing person report, should FSUPD determine that the student is missing, the FSUPD shall, within 2 hours after receipt of the report, transmit the report for inclusion within the Florida Crime Information Center and the National Crime Information Center databases. The information is also relayed to other local and surrounding law enforcement agencies. If the missing student is under the age of 18 and is not an emancipated individual, FSU is required to notify the student's parent or legal guardian immediately in addition to notifying any additional contact person designated by the student after FSUPD has determined the student is missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by FSU in the event the student is determined to be missing. If a student has identified such individual, FSU will notify that individual no later than 24 hours after the student is determined to be missing. Missing student contact information will be registered confidentially, and the information will be accessible only to authorized campus officials. Missing student contact information may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. A student may register one or more individuals to be a contact strictly for missing persons purposes. The contact person can be anyone. Students will be given this option even if they have already identified a general emergency contact. A student may identify the same individual for both purposes, but FSU may not assume that a general emergency contact is also the missing person contact. Students are offered option annually regardless of whether they chose to register a contact the previous year. If any students move into on-campus student housing mid-year, they are offered the option to register missing person contact information at that time as well. Any on-campus resident student may register missing person contact information by signing-in to their Housing portal and updating their missing person contact information.

Critical Incident Response

The Florida State University Police Department trains for emergencies on campus whether based on natural occurrences or of a man-made origin. The police department is keenly aware of community concerns regarding incidents such as the one impacting our ACC sister university, Virginia Tech. In this light, the following synopsis is provided for students, parents, and employees about FSU's ability to respond to such emergencies:

Campus Partnerships and Outreach

Prevention: The FSU Police Department engages and participates in a number of prevention initiatives.

- Student Situations Resolution Team – Campus officials regularly meet to discuss concerns involving students who may be in need of intervention services offered by the University.
- Threat Assessment Team (TAT) – Similar to the Student Situations Resolution Team, but focused on employee based issues.
- Public Safety Meetings
- Continuous communication with the Dean of Students Office and Student Rights and Responsibilities.
- Daily Report Sharing Process with FSU Departments
- Greek COPP and Adopt-A-COPP Initiative – Officers assigned to specific Greek organizations and residence halls to increase rapport and communication between law enforcement and students.
- Data Sharing Project with the County Jail System
- Welfare Checks on Students
- Training and Best Practices – Officers participate in more than 5 times the in-service training as required by Florida standards.
- Partnerships with Students Regarding Safety – FSUPD regularly partners with student organizations for joint crime prevention programming, such as “Campus Safety Walk”.
- Emergency Management Team/Emergency Operations Center – FSU has a team of over 150 personnel from 50 different departments prepared to respond to and recover from emergencies.
- Emergency Management Coordinator – FSU employs a full time emergency management professional.
- FSU ALERT Emergency Notification System - FSU has up to 37 methods of delivery to communicate emergency warning, notification, and information.
- Hazardous Weather Awareness Week – Annual hazardous weather awareness campaign
- Emergency Preparedness Week – multi-hazard educational outreach and awareness campaign
- Mutual Aid with the City and County (in addition to training conducted) – Jurisdictional crossover to enhance services to students off campus.

These represent a few of the many programs and initiatives either in place or under development at FSU. The police department practices a policy of continual analysis and improvement concerning prevention and response to critical incidents.

The Active Shooter

Florida State University Police Officers receive frequent, realism-based training concerning the response to an “active shooter”, that is, a person actively shooting at and harming persons on campus. The FSU Police Department trains to quickly engage and eliminate the threat.

An “active shooter” is an individual who is engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearms(s) and there is no pattern or method to their selection of victims. Victims are selected at random. This type of event is unpredictable and evolves quickly, knowing what to do can save lives.

When an Active Shooter is in your vicinity, you must be prepared both mentally and physically to deal with the situation. If YOU are in the area of an Active Shooter...

RUN

- Have an escape route and plan in mind
- Leave your belongings behind
- Evacuate regardless of whether others agree to follow
- Help others escape, if possible
- Do not attempt to move the wounded
- Prevent others from entering an area where the active shooter may be
- Keep your hands visible
- Call 911 when you are safe

HIDE

- Hide in an area out of the shooter’s view
- Lock door or block entry to your hiding place
- Silence your cell phone (including vibrate mode) and remain quiet
- Remain Quiet and out of sight (if possible)
- Turn off all lights in the location
- Improvise a way to secure all doors

FIGHT

- Fight as a last resort and only when your life is in imminent danger
- Attempt to incapacitate the shooter
- Act with as much physical aggression as possible
- Improvise weapons or throw items at the active shooter
- Commit to your actions . . . your life depends on it

GET INFORMED! INFORMATION SOURCES IN AN EMERGENCY

FSU Webpage – www.fsu.edu – Click on the emergency information icon or you can type in www.alerts.fsu.edu to go directly to the page.

644-INFO – Dial 850-644-INFO to receive the latest information regarding a campus emergency, or campus closing. WFSU Radio – Tune in to 88.9 FM or 580 AM for information.

Weapons on Campus

On-campus possession or use of firearms, antique firearms, explosives, destructive devices, or other weapons or dangerous articles or substances, including but not limited to non-lethal weapons such as pellet guns, bb guns, paintball markers, slingshots, crossbows, stun guns, Tasers, metallic knuckles, archery equipment, swords, sword canes, ornamental or decorative swords/daggers/knives, or any dangerous chemical or biological agent is a violation of the Student Conduct Code. This does not apply to any law enforcement officer who is a student or to any student ROTC member acting under the supervision of an ROTC unit in a manner proscribed by military regulations of the United States Government, or any student whose possession of a weapon as described above is approved in advance by the FSU Police Department for a bona fide educational purpose.

Firearms and other weapons as defined by section 790.001, Florida Statutes, are prohibited by Florida law at all times on the FSU campus and at FSU-sponsored events, including football games, whether or not a person possesses a concealed weapons permit, except as follows:

Firearms may be carried by police officers and licensed security personnel expressly authorized by law to carry firearms on school property.

A concealed firearm may be kept for lawful purposes without a license by persons 18 years or older within the interior of a private vehicle, provided that such firearm is not carried on the person and provided that a handgun must be kept securely encased or otherwise not readily accessible for immediate use.

Possession of firearms and other weapons on the FSU campus or at FSU-sponsored events, unless authorized by Florida law, is a felony and violators are subject to arrest and prosecution.

Florida State University
Higher Education Opportunity Act (Public Law 110-315)
2016 Fire Safety – Annual Compliance Report
****Stats for 2015****

Overview

The Higher Education Opportunity Act (HEOA) specifies new campus safety requirements regarding fire safety issues for all title IV institutions that maintain on-campus student housing facilities. These disclosures are a subset to the overall Annual Security report prepared by the institution. In summary this act requires all college/university campuses nationwide to make public their fire safety information, statistics and all fire-related events to students and their families. This public disclosure is intended to inform current and prospective students of the fire safety programs and policies in place, and the institution's state of readiness to detect and respond appropriately to fire related emergencies.

General Statement of University owned/controlled student housing

The Florida State University operates twenty-two traditional Student Residence Halls on-campus and indirectly an additional eight non-traditional apartment style fraternity residences and three traditional fraternity houses at Heritage Grove. All on-campus Residence halls are protected throughout with complete supervised fire alarm systems which are monitored 24 hours/day, seven days/week by the University Police Department. All of the buildings at Heritage Grove, with the exception of eight (8) town houses are protected throughout with complete supervised fire alarm systems which are monitored 24 hours/day, seven days/week by a private company. In addition twenty two of the facilities are fully protected with integrated automatic sprinkler systems. All buildings contain portable fire extinguishers and are provided with emergency power systems that are designed to automatically activate whenever there is a power loss. These backup power sources support the facilities life safety systems including all fire safety equipment, sprinkler systems, hallway lighting, emergency exit doors, and lighting in all emergency exit stairwells.

At Florida State University all Residence Hall staff receives comprehensive fire safety training at the beginning of each academic year. In addition, a quality control program that covers emergency and evacuation procedures is reviewed regularly with the occupants and staff of each respective residence hall. Each resident is given a copy of the Residence Halls Safety and Security Brochure, which includes information on fire safety and what appropriate action to take during a fire alarm or fire emergency. In addition, every student room has emergency evacuation maps installed on the inside of the front door to direct occupants to primary and secondary exits. Finally, planned fire drills, coordinated with the University Police, EH&S Fire Safety Personal, General Housing and the Residence Halls Staff are conducted at the beginning of each semester that a facility is to be occupied.

All fires should be reported to the FSU Police Department at (850) 644-1234. If it is an emergency dial 9•1•1.

Specific Fire Prevention Related Policies

It is the policy (OP-G-8) of the University to protect faculty, staff, students, visitors, contractors, property, and assets of Florida State University (FSU) while providing the safest possible environment, free from potential fire hazards. The primary goal of the University's Fire Prevention Program is to recognize hazardous conditions and take appropriate action before such conditions result in a fire emergency. This goal is accomplished by (1) conducting periodic fire safety inspections of all University buildings, (2) increasing the fire safety awareness of employees and students by conducting periodic training on basic fire safety. This training is provided by FSU Fire Safety to FSU employees and students. It emphasizes the importance of fire prevention and fire safety on campus. The training informs participants about emergency notifications, fire drills, fire suppression systems & alarms, and building occupant safety. The training includes hands on fire extinguisher usage and awareness level extinguisher training. Fire Safety conducts fire drills in all Student Housing on FSU campus every semester in conjunction with fire safety training.

Annual Fire safety inspections of all University facilities are conducted by the Division of the State Fire Marshal, the Authority having Jurisdiction (AHJ) for all properties assigned to Florida State University. A copy of the completed Fire Inspection Report for each building is forwarded to the Department responsible for maintaining fire safety compliance of that building. The responsible department is expected to correct any deficiencies and notify the AHJ by returning a copy of the report indicating the date (as determined by the AHJ) when each deficiency was corrected. The AHJ may conduct a follow up inspection to verify correction of all deficiencies once notification has been received. Copies of all completed Fire Inspection Reports are maintained by EHS.

To minimize the potential for fires at Florida State University, it is the Policy Program (OP-G-8.1) of the University to prohibit open burning and the use of combustible decorations at all times (unless in accordance with other University policies and procedures, and or authorized by the Authority Having Jurisdiction). Open burning as defined by the University is any open/exposed flame or combustion that produces heat, light or smoke, and has the potential to cause a fire. Examples of open burning are, but not limited to, candles, incense, bonfires, campfires, barbecue grills and their related accessories such as gasoline, propane, lighter fluid, charcoal; and pyrotechnics. The Fire Safety policy program also prohibits the use of the following items in any University owned or operated facility indoors (unless in accordance with other University policies and procedures, and or by the Authority Having Jurisdiction): Portable space heaters, barbecue grills, hibachis, smokers (gas, electric, charcoal) and related accessories including lighter fluids and lighters, and other similar type products (for cooking/ warming purposes), any open flame device or object including candles, incense sticks and related accessories, hot plates, slow cookers, deep fryers, electric skillets, electric woks, griddles, sandwich makers/grills and other similar type products (for cooking/warming purposes), toaster ovens (for cooking/warming purposes), flammable/combustible liquids (for recreational/personal use), fireworks, firecrackers, rockets, flares, sparklers and other devices, halogen lamps, ceiling/wall tapestries, live Holiday trees or non-fire retardant artificial Holiday trees. Exceptions: (1) Portable Space Heaters are allowed for the Animal Research facilities for the comfort and wellbeing of the research animals under its care, (2) Approved Portable Space Heaters as authorized by the Environmental Health & Safety and the University Facilities Departments, will be allowed for employees/students with diagnosable medical conditions as determined by licensed health-care professionals with such documentation kept on file at the University's Human Resources

or Student Affairs divisions, (3) The "cooking" and "warming" options exclude cooking and warming done in areas designed and built for such purposes and only while the use of these devices are under the direct supervision of qualified personnel such as catering staff and certified food preparers.

The University policy on portable electrical appliances, smoking and open flames in an on-campus student housing facility is addressed in the University Housing Guide to Resident Living 2016-2017 and is detailed below. A full version of the guide is available at the link below:

<https://housing.fsu.edu/documents/Guide-to-Residence-Living.pdf>

Fire Safety in Residence Halls

During fire alarms, residents may not use elevators and should use the nearest stairway to leave the building. Evacuation drills, held at least once per semester, help familiarize residents with procedures to evacuate the building safely. Recommended evacuation routes are provided through stickers on the back of each room/apartment door. Always leave the building when you hear the fire alarm. Do not tamper with fire equipment such as extinguishers, hoses, and alarm pull stations or disable or cover smoke detectors. Intentionally activating a false fire alarm is a violation of State Law 806.101 and the FSU Student Code of Conduct. Anyone who activates a false alarm is subject to disciplinary action as well as criminal prosecution. At no time may anything be hung from sprinkler system pipes or sprinkler heads. Damage to this system could cause damage to personal belongings and to residence hall property. Candles, even for decorative purposes, are prohibited in all University residence halls.

Cooking and Appliances in Residence Halls

Due to fire safety and electrical concerns, appliances over 700 watts are not allowed for use in student rooms. Microwaves and cooking facilities are available throughout the halls in provided kitchen facilities. Microwaves, coffee makers and popcorn machines over 700 watts are not allowed in student rooms at any time. Other appliances with an open element, such as toasters or toaster ovens, may not be used in student rooms. They may be unplugged and stored in the room for use in the kitchen facilities only. Similarly, clean George Foreman grills, hot pots, rice cookers and other "heated element" type cooking devices may also be stored unplugged in rooms and only used in the kitchen facilities. If you ever have a question about what appliances may be used in a room, please ask a staff member.

The full University fire safety policy is available at the following web address:

<http://pub.extranet.fsu.edu/sites/safety/safetywiki/Wiki%20Pages/Fire%20Safety.aspx>

Fire Equipment and Drill Summary - 2015

Building Name	Address	Fire Alarm Pull Station	Fire Alarm Horns or bell	Fire Alarm Strobe Lights	Illuminated Exit Signs	Emergency Lighting	Fire Alarm Smoke Detectors	Fire Alarm Duct Detectors	Wet Sprinkler	Dry Sprinkler	Pre-Action Sprinkler	Wet Standpipe	Dry Standpipe	Combination Standpipe	Fire Pump	Emergency Generator	Smoke Management System	Fire Doors and Walls	Handheld Fire Extinguisher	Fire Drills in 2015
Broward Hall	668 University Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	3
Bryan Hall	182 Convocation Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	3
Cawthon Hall	119 Honors Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	2
DeGraff Hall East	808 W Tennessee St.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	2
DeGraff Hall West	814 W Tennessee St.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	3
Deviney Hall	111 S. Woodward Ave.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	Yes	No	Yes	Yes	2
Dorman Hall	101 S. Woodward Ave.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	1
Gilchrist Hall	702 University Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	2
Landis Hall	144 Honors Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	3
McCollum Hall	1165 Academic Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	Yes	Yes	No	Yes	Yes	3
Murphree Hall	126 Convocation Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	Yes	Yes	No	Yes	Yes	3
Ragans Hall Bldg 1	923 Learning Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	Yes	Yes	No	Yes	No	Yes	Yes	1
Ragans Hall Bldg 2	921 Learning Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	Yes	No	Yes	Yes	5
Ragans Hall Bldg 3	930 W Jefferson Street	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes	Yes	No	Yes	No	Yes	Yes	1
Ragans Hall Bldg 4	916 W Jefferson Street	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes	Yes	No	Yes	No	Yes	Yes	1
Reynolds Hall	134 Convocation Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	2
Rogers Hall	1147 Academic Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	Yes	No	Yes	Yes	2
Salley Hall	1106 W Call Street	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	Yes	No	Yes	Yes	1
Smith Hall	78 Chieftan Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	Yes	No	Yes	Yes	2
Traditions Hall	945 Learning Way	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	3
Wildwood Hall Bldg 1	938 W Jefferson Street	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	2
Wildwood Hall Bldg 2	202 Varsity Drive	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	Yes	No	Yes	Yes	2
Heritage Grove																				
Bldg 1	1900 Heritgae Grove Cir	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	No	No	Yes	Yes	0*
Bldg 2	1904 Heritage Grove Cir	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	No	No	Yes	Yes	0*
Bldg 3	1908 Heritage Grove Cir	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	No	No	Yes	Yes	0*
Bldg 4	1912 Heritgae Grove Cir	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	No	No	Yes	Yes	0*
Bldg 5	1916 Heritgae Grove Cir	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	No	No	Yes	Yes	0*
Bldg 6	1920 Heritgae Grove Cir	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	No	No	Yes	Yes	0*
Bldg 7	1924 Heritgae Grove Cir	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	No	No	Yes	Yes	0*
Bldg 8	1939 Heritgae Grove Cir	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	No	No	Yes	Yes	0*
Pi Kappa Alpha	1952 Heritage Grove Cir	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	No	No	No	No	Yes	Yes	0*
Zeta Beta Tau	1944 Heritage Grove Cir	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	No	No	No	No	Yes	Yes	0*
Phi Delta Theta	1940 Heritage Grove Cir	Yes**	Yes**	Yes**	Yes**	Yes**	Yes**	Yes**	Yes**	Yes**	No	Yes**	No	No	No	No	No	Yes**	Yes	0*

Data on Fire Equipment and Fire Drills at Residence Halls on FSU Main Campus was provided by FSU Environmental Health & Safety

*Heritage Grove is in general apartment style housing for officially recognized campus fraternities. The ground the buildings are built on is owned by the University. The buildings were built with alternate funds and the day to day management is contracted to an outside management firm. Because the University encourages this facility as recognized fraternity housing and encourages students to live there and because of the direct tie to main campus via a heavily traveled bicycle and pedestrian trail, it is counted under main campus and as residential housing. But, because it is managed daily as an apartment complex, routine fire drills are not conducted as they would be for traditional on campus residential housing.

Phi Delta Theta has a non-traditional layout as compared to the other fraternity houses at Heritage Grove. This house is made up of fourteen townhouses at the front with a large chapter house and residence building at the rear. The town houses are built to regular residential construction standards. The chapter house and institutional style house in the rear building have the standard commercial fire protection measures in place. The town houses have common residential smoke detectors and fire extinguishers. "Yes" in the table above only applies to the chapter house and not the town houses.

Statistical Fire Report- University Residence Halls

Building Name	Cooking			Smoking Material			Open Flame			Electrical			Heating Equipment			Hazardous Product			Machinery Industrial			Natural			Other/Unknown		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
Broward Hall		1																									
Bryan Hall		2								1																	
Cawthon Hall		1																									
DeGraff Hall East																											
DeGraff Hall West		1																							1		
Deviney Hall	5	4	5																								
Dorman Hall	2		8																								
Gilchrist Hall	1	1																									
Landis Hall		1																									
McCollum Hall																											
Murphree Hall	1	1	3																								
Ragans Hall Bldg 1			1																								
Ragans Hall Bldg 2			1																								
Ragans Hall Bldg 3																											
Ragans Hall Bldg 4																											
Reynolds Hall																											
Rogers Hall			1																								
Salley Hall	1	1	2																	2					1		
Smith Hall																											
Traditions Hall																											
Wildwood Hall Bldg 1	1	1	1																								
Wildwood Hall Bldg 2	1	1																									
Heritage Grove																											
Building 1																											
Building 2																											
Building 3																											
Building 4				1																							
Building 5																											
Building 6																											
Building 7																											
Building 8																											
Phi Delta Theta																											
Pi Kappa Alpha		1	1																								
Zeta Beta Tau																											

❖ Damages Related to Fire in On Campus Housing Facilities: Minimal – all cases in 2015 were less \$0-\$99 and all but one was related to burnt food. The 2013 fire at Heritage Grove Building 4 was due to an unattended candle and caused \$9916.97 damage.

❖ Injuries and Death Related to Fire: 0

FAMU

ANNUAL SECURITY & FIRE SAFETY REPORT 2015

**FAMU Department of
Campus Safety and Security**

TABLE OF CONTENTS

Emergency and Support Service Numbers.....	4
Message from the Chief of Police	5
The Department of Campus Safety and Security	6
Annual Security Report.....	6-7
Timely Warning Notices	7-8
Emergency Response and Evacuation Procedures	8-9
Notification Procedures for a Missing Person in Student Housing.....	9
Reporting a Crime	9-11
Confidential Reporting Procedures	11-12
Clery Crime Definitions.....	12-14
Sexual Assault and Rape Awareness	14
Florida Sexual Offenders and Predators Registration Information	15
University's Response to Sexual Assault, Domestic Violence, Dating Violence and Stalking.....	15
Title IX:.....	16-19
Victim Advocacy Program.....	19-20
Student Conduct System	20-22
Crime Prevention	22-23
Crime Educational Programs/Prevention Services.....	23-24
Traffic Safety and Enforcement.....	25
On Campus and Workplace Violence	25-26
Policies Regarding Alcohol and other Drugs	26-28
State Alcohol, Drug Laws and Sanctions.....	28-35
Hazing Prevention Initiatives	35
Weapons on Campus.....	35-36
Reporting the Annual Disclosure of Crime Statistics	36-55

Annual Fire and Safety Report.....	56-67
Campus Map	68

EMERGENCY AND SUPPORT SERVICES NUMBERS

For Emergencies Call 911	
Organization	Telephone No.
FAMU Dept. Campus Safety & Security (DCSS/Campus Police)	(850) 599-3256
FAMU Office of Student Conduct and Conflict Resolution	(850) 599-3541
DCSS Parking Services	(850) 561-2657
FAMU Division of Student Affairs/Dean of Students	(850) 599-3183
FAMU Campus Ministries Main Number	(850) 224-7151
FAMU Campus Ministries (Emergencies only)	(850) 544-5755
FAMU Counseling Center/Victim Advocate	(850) 599-3145
FAMU Student Health Services	(850) 599-3777
FAMU Student Ombudsman	(850) 599-3183
FAMU Title IX Coordinator/Equal Opportunity Programs	(850) 599-3076
FAMU Office of Counseling Services	(850) 599-3145
FAMU Student Health Services	(850) 599-3777
FAMU Office of Environmental Health & Safety	(850) 599-8108
Employee Assistance Programs (EAP)	(800) 272-7252
FAMU Housing Department	(850) 599-3651
Tallahassee Memorial Regional Medical Center	(850) 431-1155
Capital Regional Medical Center	(850) 325-5000
Tallahassee Police Department (Non-Emergency)	(850) 891-4200
Tallahassee Fire Department (Non-Emergency)	(850) 891-6600
FSU Police Department (Non-Emergency)	(850) 644-1234
Leon County Sheriff Office	(850) 606-3300
Refuge House 24-Hour Crisis Hotline	(850) 681-2111
Apalachee Human Services	(850) 523-3333
Big Bend Crime Stoppers	(888) 876-8477
Florida Abuse Registry	(800) 962-2873
Rape Crisis Hotline (off-campus)	(850) 224-6333
State Attorney, Victim/Witness	(850) 606-6000
Domestic Abuse Hotline	(800) 799-7233
National Suicide Prevention Hotline	(800) 273-8255
Veteran Crisis Line	(800) 273-8255

Message from the Chief of Police

The Florida Agricultural and Mechanical University (FAMU) Department of Campus Safety and Security (DCSS) is comprised of the Police Department (also known as Campus Police), and Parking Services. The primary mission of the DCSS is to provide safety and security for all members of our great University community including students, faculty, staff, and guests. This publication and the DCSS website contain valuable information on how you can help us keep you safe, on and off campus. We aim to provide the highest level of customer service to meet your needs, and in doing so, your safety is our concern.



We work hard to prevent crime, fire, accidents, and illness, but nothing is as important as what you do and, in some cases, don't do. Please pay special attention to the safety tips. Following them will reduce the chances that you'll be the victim of crime, become injured, or lose valuables. While we have sought to make this report a valuable resource of safety information, we invite you to contact any of the departments or programs listed in the directory for more information. I encourage you to take full advantage of the services we have in place for your safety.

If you have questions, concerns, or suggestions about public safety, we would be happy to assist. Let's work together to have a safe year.

Terence M. Calloway, MJA
Assistant Vice President of Safety and Parking Services/Chief of Police,
Department of Campus Safety and Security

THE DEPARTMENT OF CAMPUS SAFETY AND SECURITY

Campus Police Authority and Jurisdiction

Florida Agricultural and Mechanical University ("FAMU") is located in Tallahassee, Florida, and sits on approximately 400 acres in the southern part of Tallahassee. FAMU currently has a student population of approximately 9,500 and 2,500 faculty and staff members. The FAMU Department of Campus Safety and Security, also referred to as Campus Police, has full law enforcement authority to arrest. Security services are provided 24 hours a day, 365 days a year. Officers are certified and maintain their standards through the Florida Department of Law Enforcement Criminal Justice Standards and Training Commission. In addition, the Department maintains mutual aid agreements with city and county authorities, and with host cities of the satellite campuses.

ANNUAL SECURITY REPORT

Preparation of the Annual Security Report and Disclosure of Crime Statistics

In 1990, Congress enacted the Crime Awareness and Campus Security Act of 1990. The Act was later amended in 1992, 1998, 2000, and 2008. The 1998 amendments renamed the law, the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" in memory of Jeanne Clery, a student who was slain in her dorm room in 1986 at Lehigh University. Jeanne's parents believe she would have been more cautious if she had known about other violent crimes at Lehigh. It is generally referred to as the Clery Act. In addition, on March 7, 2013, the Violence Against Women Reauthorization Act of 2013 (VAWA) (Public Law 113-14) was signed into law. VAWA includes amendments to the Clery Act.

The Clery Act requires colleges and universities, participating in federal student aid programs, to disclose information about campus crime activity and security policies in an annual report. VAWA's changes to the Clery Act require institutions to disclose statistics, policies, and programs related to dating violence, domestic violence, sexual assault and stalking, among other changes. Institutions must also separately report arrests and institutional disciplinary referrals for Illegal Weapons Possession, Drug Law Violations, and Liquor Law Violations; and if any of the main Clery crimes or theft, simple assault, intimidation, destruction, damage, or vandalism of property were a hate crime. Hate crimes must be reported by their category of bias or biases, which are race, gender, religion, sexual orientation, ethnicity, and disability. For more information about the Clery Act, please contact the "Clery Center for Security on Campus" at <http://clerycenter.org/> or via telephone at (484) 580-8754.

The DCSS prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act by using information maintained by DCSS, information provided by other University offices to include Student Affairs, Residence Life, Office of Student Conduct and Conflict Resolution, Campus Security Authorities, and information provided by local law enforcement agencies surrounding the main and satellite campuses. This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased, or controlled by Florida A&M University.

This report also includes institutional policies regarding sexual assault, alcohol, and other drugs. The University will distribute a notice of the availability of this Annual Security Report by October 1 of each year to every member of the University community via the University website, as well as a hard copy available at the Department. Anyone, including prospective students and employees, may obtain a copy of this report by contacting FAMU DCSS at 850-599-3256 or by visiting www.famu.edu. DCSS's physical address is 2400 Wahnish Way, POM Bldg. A, Suite 128, Tallahassee, FL 32307.

Daily Crime and Fire Logs

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998, Campus Police (DCSS) must keep a crime log of all reported crimes that occur on and near property owned or controlled by Florida A&M University for the most recent 60-day period. The log lists the nature of the crime, the date, time and general location, as well as the disposition of the complaint if known. Entries or updates may be withheld if the information is protected by statute, or if there is a danger to the victim, or a need to keep the investigation confidential. If there is reason to believe the release of information will result in the perpetrator fleeing the area, or that evidence will be destroyed, the information may be withheld until the jeopardy no longer exists.

Additionally, the University must keep a fire log of all reported fires that occur in on-campus student housing facilities for the most recent 60-day period. The Records Office is open to the public Monday through Friday, 8 a.m. to 4 p.m. (closed from Noon to 12:30 p.m., and holidays).

Crime logs may be viewed at <http://www.famu.edu/index.cfm?PublicSafety&PublicCrimeLog>.

Fire Logs may be viewed at <http://www.famu.edu/index.cfm?ehs&FireSafety>.

Timely Warning Notices

Campus Safety and Crime Alerts

FAMU is committed to providing a safe learning and working environment. In the event that a situation arises either on or off campus, the FAMU Chief of Police, or his/her designee, makes the decision on whether to issue a timely warning on a case-by-case basis in light of all the facts surrounding the incident. Timely warnings are issued as soon as possible after the DCSS is notified; however, the release of the warning is subject to the availability of accurate facts concerning the incident. Criteria evaluated may include the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts.

Timely warnings consist of information that promotes safety and aid in the prevention of similar crimes. The timely warnings include, but are not limited to:

- Brief description of the crime(s);
- Date and time of when the crime occurred;
- Location of the crime;
- Possible connections between incidents (if applicable); and
- Description of suspect(s) and/or any other information available.

Anyone with information warranting a timely warning should report the circumstances to the Department of Public Safety, by phone at (850) 599-3256, or in person at the Police Headquarters at 2400 Wahnish Way, Suite 128, Tallahassee, Florida 32307.

Crime Alerts

DCSS will issue a crime alert when there are enough details known about the crime to provide useful information to the University community. Alerts include notices posted in the lobbies of academic buildings, University residence halls and apartments, housing locations, and on the Department of Campus Safety and Security website. Alerts are also emailed to members of the University community. Victim information is confidential during this process.

In addition, DCSS issues these alerts/warnings through **Blackboard Connect**, the University's emergency notification system. This web-based system sends instant alerts to all students, faculty, and staff cell phones, email, and/or pagers providing the University community with more immediate notification. Anyone with information warranting a timely warning should report the circumstances to the Department of Campus Safety & Security by phone at (850) 599-3256, or in person at campus police headquarters at 2400 Wahnish Way, Suite 128, Tallahassee, Florida 32307.

Emergency Notifications

Emergency Notifications are required to inform members of the University upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus. FAMU students are automatically registered with iRattler. The Blackboard Connect Portal is open to anyone. We encourage all students, faculty, staff, community members, and campus guests to sign up so that you can be notified in case of an emergency.

Federal Warning Signals

On the main campus (Tallahassee), when notification is necessary due to an immediate and serious threat to public safety, the campus community will also be alerted through its Emergency Siren System, which delivers an audible tone followed by a voice message to the community of the immediate threat. There are two sirens located on the Band Practice Field and behind the Dyson Pharmacy Building, which are used to alert the campus community to take precaution in the event of severe weather or life safety issues.

Emergency “Blue Lights” Telephone System

The Department of Campus Safety & Security monitors the University’s Emergency “Blue Lights” System to facilitate reporting of emergencies. The “Blue Lights” System is an interactive communications system, which when activated, automatically relays the geographical location of the caller to the Police Communications Center. “Blue Lights” are strategically located throughout the campus and are routinely tested to ensure readiness.

Closed Circuit Television (CCTV)

There are more than 325 CCTV cameras, strategically placed throughout the University campus, in operation 24-hours a day.

Emergency Response and Evacuation Procedures

The Emergency Management Team assists departments and campuses with developing, maintaining, and implementing emergency operations plans, developing and conducting exercise, hazard and risk education, and building partnerships with external response agencies. The Emergency Management Team is responsible for assisting with and coordinating the University’s overarching mitigation, preparedness, response, and recovery programs.

Florida routinely faces tornados, hurricanes, and severe lightning storms, along with ever present risks of hazardous materials and civil unrest. Plans are therefore developed to address those emergency situations as well. Each department follows established policies and procedures in the event of a significant emergency or dangerous situation on campus. Upon confirmation that an emergency situation exists and an initial assessment is made, police personnel will take immediate control of the scene and initiate all standard response procedures. These procedures call for the notification of the appropriate agencies/personnel to assist in containing the threat or implementing evacuation measures if warranted.

Note: At all times, community safety will dictate the content/method of notification. A notification will not be issued when by doing so, it compromises efforts to assist a victim, to conduct an adequate and competent criminal investigation, or to contain, respond to, or otherwise mitigate the emergency. Students and

employees are notified of the emergency via Blackboard Connect Emergency Alert Notification System, Federal Warning Siren System, University email accounts, and/or Police Car Mounted Intercom. As directed by Police Command Personnel, the Police Communication Operator (PCO) activates the appropriate notification system for the emergency event. Use of additional media outlets for off campus dissemination of information shall be used as deemed appropriate. The Department of Campus Safety & Security conducts monthly tests of all of the Emergency Notification Systems.

Notification Procedures for a Missing Person in Student Housing

Official Notification Procedures for Missing Person. Any individual, who has information that a residential student may be a missing person, should notify the University Housing Department main office at (850) 599-3651 during regular business hours; (850) 599-3970 after hours; the residential facility office that the student is assigned to, or Campus Police at (850) 599-3256.

The Campus Police will gather all essential information regarding the residential student from the reporting person and from the student's acquaintances. They will seek information regarding the student's description, clothes last seen wearing, possible location, who student may be with, vehicle description, student's physical and mental state, an up-to-date photograph, class schedule, etc. Appropriate campus staff and faculty will be notified to aid in the search of the student. If these actions are unsuccessful in locating the student, or it is immediately apparent that the student is a missing person (i.e., a witnessed abduction), Campus Police will contact the appropriate local law enforcement agency to report the student as a missing person, and will work collaboratively with the local law enforcement agency.

No later than 24 hours after determining that a residential student is missing, the associate vice president of Student Life or his/her designee will notify the emergency contact person of the missing student to inform them that the student is believed to be missing.

Emergency Contact Information Designation. The Higher Education Act of 2008 requires that all students have the opportunity to register a confidential contact person with the University Housing Department. The contact person is the individual who will be contacted within 24 hours from the time the University is notified of the disappearance of the student, and will be provided with informational updates regarding the progress of the investigation by law enforcement personnel. Students who reside in University housing will have the option of identifying an individual who will serve as their emergency contact. Students age 18 and over, and emancipated minors will be given the opportunity during each academic year to designate an individual or individuals through the residential director of the student's assigned to the residential facility. The confidential contact does not have to be a parent or guardian of a student; however, we encourage the use of a parent or guardian as the contact person. It is the responsibility of the student to update the name and information of the emergency contact. The designation will remain in effect until changed or revoked by the student. In the event that a student is under the age of 18 and has not been emancipated, the University is required to notify a custodial parent or guardian within 24 hours after the student is determined to be missing.

FERPA allows universities to disclose personally identifiable information from education records, without consent, to appropriate parties, including parents of a student, in connection with a health or safety emergency even if the parents do not claim the student as a dependent.

REPORTING A CRIME

If you become the victim of and/or are witness to a crime, immediately report the incident to campus police. The sooner a crime is reported, the better the chances become that the police will solve the crime, apprehend the suspect(s), and/or recover any property that may have been taken.

Police Officers generally take the information reported and develop additional information through their investigation. As a complainant, your observations and eyewitness account remains a vital link to the solution of the crime.

Contact the Department of Campus Safety and Security in case of an emergency by calling 911, or (850) 599-3256, or use the Emergency "Blue Lights" telephones located throughout the campus to report a crime. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the residential halls should be reported to the campus police.

FOR ALL EMERGENCIES, CALL 911

Main Campus – Tallahassee, Florida

FAMU Dept. Campus Safety & Security (DCSS/Campus Police)	(850) 599-3256
Tallahassee Police Department (Non-Emergency)	(850) 891-4200
Leon County Sheriff's Department	(850) 606-3300
Florida Department of Law Enforcement	(850) 410-7000

Orlando Satellite Campus

Florida A&M University College of Law
201 Beggs Avenue, Orlando, Florida 32801

Emergency	911
College of Law/Front Desk	(407) 254-4040
Orange County Sheriff's Office	(407) 254-7000
Orange County Sheriff's Office	Non-Emergency (407) 836-4357
Orlando Police Department	Non-Emergency (321) 235-5300

Crestview Satellite Campus

Crestview Educational Center: Pharmacy Practice Division
153 W. Woodruff Avenue, Crestview, FL 32536
(850) 689-7871

Emergency	911
Crestview Police Department Dispatch	(850) 682-2055
Okaloosa County Sheriff's Office	(850) 689-5650

Brooksville Satellite Campus

Brooksville Agricultural and Environmental Research Station (BAERS)
22271 Chinsegut Hill Road
Brooksville, FL 34601-4672
For information, call (850) 561-2145

Emergency	911
City of Brooksville Police Department	(352) 540-3800
Hernando County Sheriff's Office	(352) 754-6830

Davie Satellite Campus

Pharmacy Practice Division
10650 State Road 84, Suite 200, Davie, Florida 33324
(954) 376-6142

Emergency	911
Davie Police Department	(954) 693-8200
Broward Sheriff's Office	(954) 765-4321 or (954) 764- 4357

Jacksonville Satellite Campus

Pharmacy Practice Division
2050 Art Museum Drive
4800 Building, Suite 200
Jacksonville, FL 32207
(904) 391-3900

Emergency	911
Jacksonville Police Department Non-Emergency	(217) 479-4630
Jacksonville Sheriff's Office Non-emergency	(904) 630-0500

Tampa Satellite Campus

Pharmacy Practice Division
3500 E. Fletcher Avenue, Suite #133, Tampa, Florida 33613
(813) 975-6500

Emergency	911
Tampa Police Department Headquarters Main Phone	(813) 276-3200
Hillsborough County Sheriff	(813) 247-8000

CONFIDENTIAL REPORTING PROCEDURES

If you are the victim of a crime and you do not want to pursue action within the university system or the criminal justice system, you may still want to consider making a confidential report to one of the Campus Security Authorities. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to the potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

Campus Security Authorities (CSA)

A campus security authority is a Clery Act term that encompasses the four groups of individuals and organizations listed below that are associated with an institution:

- ◆ A campus police department or a campus security department of an institution
- ◆ Any individual or individuals who have responsibility for campus security, but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property)
- ◆ Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses
- ◆ An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.

An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

At FAMU, CSA's include but are not limited to: DCSS (Campus Police), the vice president of Student Affairs, dean of Students, Title IX coordinator, program manager of Health Services, faculty/staff advisors to recognized student clubs/organizations, athletic coaches, and athletic trainers. The function of a campus security authority is to report to DCSS (Campus Police) allegations of Clery Act crimes that he or she receives in their capacity as a CSA. A CSA is not responsible for determining authoritatively whether a crime took place and should not try to apprehend the alleged perpetrator of the crime; or investigate the allegations. In addition, CSAs are not responsible for reporting incidents that they learn about in an indirect manner such as overhearing students; a classmate or student mentions an incident during a classroom discussion, speech, workshop, or presentation.

CSA reports are used by the institution to compile statistics for Clery Act reporting and to help determine if there is a serious or continuing threat to the safety of the campus community that would require an alert such as a timely warning or emergency notification. The University provides training to CSAs year round.

In most cases when a victim wishes to maintain confidentiality, a CSA can fulfill his or her responsibilities while still maintaining victim confidentiality. Also, it is not a CSA's responsibility to try and convince a victim to contact law enforcement if the victim chooses not to do so. A CSA report does not need to automatically result in the initiation of a police or disciplinary investigation if the victim does not want to pursue this action. As stated above, CSA reports are used by the institution to compile statistics for Clery Act reporting and to determine alerts when necessary; however, those responsibilities can usually be met without disclosing personal identifying information. For more information regarding CSAs, please visit:

<http://www.famu.edu/index.cfm?PublicSafety&CampusSecurityAuthorities> and
<http://www2.ed.gov/admins/lead/safety/handbook.pdf>

CLERY CRIME DEFINITIONS

The following information comes from the Department of Education's Handbook for Campus Safety and Security Reporting (2016); Uniform Crime Reporting Handbook; Sex Offenses definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program; and definitions of domestic violence, dating violence, and stalking adapted from the amendments made to the Violence Against Women Reauthorization Act of 2013.

Aggravated Assault is 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. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.

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

Burglary is the unlawful entry of a structure to commit a felony or a theft.

Criminal Homicide offenses are separated into the following two categories:

- Murder and non-negligent manslaughter is defined as the willful (non-negligent) killing of one human being by another.

- Manslaughter by negligence is defined as the killing of another person through gross negligence.

Motor Vehicle Theft or attempted theft of a motor vehicle includes all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joyriding.

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

Sex Offense is any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. For Clery Act statistics, the term 'Sexual Assault' encompasses an offense that meets the definition of the following:

Rape is the 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. This offense includes the rape of both males and females.

Fondling is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape is sexual intercourse with a person who is under the statutory age of consent.

Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Under the Clery Act, only the following eight categories are reported: Race, Gender, Gender Identity, Religion, Sexual Orientation, Ethnicity, National Origin, and Disability. For Clery Act purposes, hate crimes include the offenses listed previously that are motivated by bias such as murder and non-negligent manslaughter, sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, and arson. In addition to those offenses, larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property are included in the Clery Act statistics only if they are hate crimes.

Larceny-Theft is the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.)

Simple Assault is 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.

Intimidation is 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.

Destruction/Damage/Vandalism of Property is 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.

Violence Against Women Act (VAWA) Offenses is considered as dating violence, domestic violence, sexual assault, and stalking. (Sexual assault is included by the FBI as a Criminal Offense.) Domestic violence, dating violence and stalking are considered crimes for the purposes of Clery Act reporting.

Dating Violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence is defined as a felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, 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; 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.

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others; or suffer substantial emotional distress. For the purposes of this definition, 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.

Reasonable Person means a reasonable person under similar circumstances and with similar identities to the victim.

Substantial Emotional Distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

SEXUAL ASSAULT AND RAPE AWARENESS

Sex Offenders and Predators on College Campuses.

The Campus Sex Crimes Prevention Act (CSPCA) requires colleges and universities to issue a statement advising the campus community of information it has received under the state sex offender registration and/or community notification programs, and where the state law enforcement agency information concerning registered sex offenders/predators may be obtained. The act also requires registered sex offenders/predators to contact the appropriate state officials and provide notice of each higher education institution in that state at which the offender/predator is employed, carries on a vocation, or is a student. For further information, please visit the U.S. Department of Education Laws and Guidance, Disclosure of Education Records Concerning Registered Sex Offenders at:

<http://www2.ed.gov/policy/gen/guid/fpco/hottopics/ht10-24-02.html>.

FLORIDA SEXUAL OFFENDERS AND PREDATORS REGISTRATION INFORMATION

In accordance with Florida State Statute 775.21 (“The Florida Sexual Predators Act”), and Florida State Statute 943.0435, convicted sex offenders in Florida must register with the Florida Department of Law Enforcement (FDLE) within 48 hours of establishing permanent or temporary residence. The FDLE makes information concerning the presence of registered sexual offenders/predators available to local law enforcement officials and the public. Information concerning registered sexual offenders and predators may be obtained by visiting the Florida Department of Law Enforcement Sexual Offenders and Predators database at: <http://offender.fdle.state.fl.us/offender/homepage.do>. The Sheriff shall promptly notify each institution including universities of the sexual offender’s or predator’s presence, and any change in the sexual offender’s or predator’s enrollment, volunteer, or employment status. Any immediate concerns will be addressed through the timely warning system.

Victims of Sexual Assault

The Department of Campus Safety and Security (DCSS) maintains a policy to ensure sexual assault victims are afforded sensitivity and compassionate consideration by investigating officers who have received specialized training in the investigation of sex offenses. In dealing with sexual assault victims, the department will also:

- Ensure a Victim Advocate is available throughout the process to address your and your significant others’ needs, answering questions and explaining the justice process; including being available during all interviews with you according to your request.
- Treat you with courtesy, sensitivity, dignity and understanding.
- Act thoughtfully without prejudging or placing blame.
- Will consider each case seriously regardless of your gender and will diligently investigate each case.
- Inform you of services/resources available on and off campus.
- Your name and identifying information will be withheld from the public and press in accordance with the Florida Public Records Law.

University's Response to Sexual Assault, Domestic Violence, Dating Violence, and Stalking

Florida A&M University does not discriminate on the basis of sex in its educational programs and does not tolerate sexual harassment or sexual violence, which is a type of sex discrimination. Florida A&M University issues this statement of policy to inform the community of our plan to address sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking.

The University is committed to providing an educational and work environment free from discrimination and harassment on the basis of sex, sexual orientation, gender identity, and gender expression. Sexual misconduct is any sexual activity that occurs without the clear, knowing and voluntary consent prior to and during such sexual activity, or that occurs when a person is unable to give consent. Sexual misconduct of all forms, including, but not limited to sexual harassment, sexual violence, dating violence, domestic violence, sexual exploitation, and stalking are all prohibited by Florida A&M University whether by faculty, staff, administration, students, visitors, or others.

Title IX: Eliminating Discrimination against Students Based on Sex/Responses to Sexual Violence against a Student

Title IX of the Education Amendments of 1972 and its implementing regulations, prohibits discrimination on the basis of sex in educational programs or activities operated by recipients of Federal financial assistance. Title IX protects all students from sex-based discrimination, including sexual harassment and, sexual violence such as rape, sexual assault, sexual battery, and sexual coercion. University regulations protect male and female students; undergraduate, graduate, and professional students; students with disabilities; students that are homosexual, heterosexual, transgender, bisexual; part-time and full-time students; students of different races; and international students.

Title IX protects students from sexual harassment, which is one type of sex discrimination prohibited by Title IX. A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, and sexual coercion. All such acts of sexual violence are forms of sexual harassment covered under Title IX. Sexual harassment is unwelcome conduct of a sexual nature. It includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature.

The United States Department of Education, Office of Civil Rights, issued a "Dear Colleague Letter" dated April 4, 2011, that contained specific guidelines regarding University responses to reports of sexual violence against a student. A copy may be found at: <http://www2.ed.gov/about/offices/list/ocr/letters/colleague-201104.pdf>. These requirements include:

- Providing immediate action to eliminate the harassment, prevent its recurrence, and address its effects
- Disseminating a notice of nondiscrimination
- Designating at least one employee to coordinate its efforts to comply with and carry out its responsibilities under Title IX
- Adopting and publishing grievance procedures providing for prompt and equitable resolution of student and employee sex discrimination complaints
- Implementing preventive education programs
- Providing remedies to the complainant, including counseling

What is Consent?

Consent consists of a voluntary, clear and unambiguous agreement expressed in mutually understandable words and/or actions to engage in a particular activity. Consent must be voluntarily given and may not be valid if a person is being subjected to actions or behaviors that elicit emotional or psychological pressure, intimidation or fear. Consent to past sexual activity and/or one form of sexual activity does not imply consent to future sexual activity and/or other forms of sexual activity. The lack of resistance is not consent as there is no duty to fight off an individual. Consent can be withdrawn by any party at any time. Consent cannot be given by a person who is incapacitated. Incapacitation means that a person lacks the physical and/or mental ability to make informed, rational judgments. This may have a variety of causes, including, but not limited to, being asleep or unconscious, having consumed alcohol, drugs or other substances.

Inability to give consent includes, but is not limited to situations where an individual is:

- Under the influence of alcohol, drugs, or other substances;
- Unconscious, asleep, ill, or in shock;
- Under the age of 18 and therefore legally incapable of giving consent; or

- Known by reason of impairment, mental condition, or developmental or physical disability to be reasonably unable to give consent.

University Regulations pertaining to sexual harassment, sexual violence and the definition of types of sexual violence:

- Regulation 10.103 Non-Discrimination Policy and Discrimination and Harassment Complaint Procedures
<http://www.famu.edu/regulations/Amended Regulation 10 103 FINAL 7 1 14.pdf>
- Regulation 2.012 Student Code of Conduct
http://www.famu.edu/regulations/2_012 Student Code of Conduct FINAL 7714.pdf

What to do if you have been the victim of sexual assault, domestic violence, dating violence, or stalking:

After an incident of sexual assault, it is important to seek medical attention as soon as possible. It is imperative that victims of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted in order to preserve proof of criminal activity. Victims should go to the hospital as soon as possible. However, if victims decide not to preserve forensic evidence, university health care providers will still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

It is also helpful in investigations if victims of sexual assault, dating violence, domestic violence, and stalking preserve evidence by saving text messages, instant messages, social networking pages, other communications, pictures, logs or other copies of documents. Physical evidence and medical documents are helpful in obtaining a protection order. Although the university strongly encourages all members of its community to report sexual violence to law enforcement, it is the victim's choice whether or not to make such a report, and victims have the right to decline involvement with the police. Whether a victim reports the crime to the police, or not, if the alleged perpetrator is a member of the University community, the victim has a right to proceed to seek University discipline against the perpetrator through the Office of Student Conduct and Conflict Resolution or the Office of Equal Opportunity Programs.

Moreover, to the extent of the victim's cooperation and consent, university offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal university investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, or working situations in addition to providing counseling and health services. The University will make available accommodations regardless of whether the complainant chooses to report the crime to campus police or local law enforcement. Consistent with federal law, personal identifiable information about the victim is treated as confidential and shared only with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant.

University Procedures for Responding to Reports of Sexual Assault, Domestic Violence, Dating Violence, and Stalking:

If you wish to report criminal activity, including sexual violence, to law enforcement, please contact:

FAMU Department of Campus Safety and Security
2400 Wahnish Way, Suite 128, Tallahassee, FL 32307
Phone: (850) 599-3256
<http://www.famu.edu/publicsafety>

University staff can assist a victim with reporting the incident to the proper authorities, if the victim so chooses.

There are other options in addition to, or alternative to, contacting Campus Police regarding sexual assault, domestic violence, dating violence and stalking. If you have concerns about student-on-student sexual violence, please report to one of the following:

Antoneia Roe, Associate Dean and Director
FAMU Office of Student Conduct and Conflict Resolution
(850) 599-3541
www.famu.edu/officeofstudentconduct

Carrie Gavin, Director
FAMU Equal Opportunity Programs/Title IX
674 Gamble Street
Tallahassee, FL 32307
(850) 599-3076
www.famu.edu/EOP

Concerns about the conduct of an employee or third-party, please contact the FAMU Office of Equal Opportunity Programs and the Title IX Director at:

Ms. Carrie Gavin, Director
Equal Opportunity Programs/Title IX
674 Gamble Street, Tallahassee, FL 32307
<http://www.famu.edu/EOP>

Telephone: (850) 599-3076

In addition to the campus services listed below, several community service organizations can provide counseling, mental health, and other related services to sexual assault victims. Resources and contact information can be found in the University's Sexual Misconduct Resource Guide at <http://www.famu.edu/StudentAffairs/SexualMisconductGuide.pdf>

University Resources:

- | | | |
|---------------------------|--------------|--|
| • Student Health Services | 850-599-3777 | www.famu.edu/shs |
| • Counseling Services | 850-599-3145 | www.famu.edu/counseling |
| • Dean of Students | 850-599-3183 | |
| • FAMU Ethics Hotline | 866-445-4968 | |

Community Resources:

- Refuge House Crisis Hotline
Tel: (850) 681-2111 or (800) 500-1119
Tel: (888) 956-7273 Victims Advocate Program (sexual assault)
- Tallahassee Police Department
234 E. 7th Ave.
Tallahassee, Florida
Tel: 850-891-4200
- Leon County Sheriff's Office
2825 Municipal Way
Tallahassee, Florida
Tel: (850) 922-3300

- Tallahassee Memorial Hospital
1300 Miccosukee Road
Tallahassee, Florida
Tel: (850) 431-0901
- Capital Regional Medical Center
2626 Capital Medical Blvd.
Tallahassee, Florida
Tel: (850) 325-5000

Procedures for Filing a Compliant

The University's President has delegated to the EOP officer the authority and responsibility to receive, conciliate, and investigate complaints of discrimination and/or harassment and to make recommendations concerning the disposition of complaints (refer to University Regulation 10.103).

A complaint of alleged discrimination and/or harassment may be filed by the affected individual pursuant to University Regulation 10.103. In order to initiate a formal complaint, the affected individual must complete a "Charge of Discrimination/Harassment" form (obtained from the Office of EOP) and return it to the Office of Equal Opportunity Programs. The address and contact information are listed below:

Carrie M. Gavin, Director
FAMU Equal Opportunity Programs and Labor Relations
674 Gamble Street, Tallahassee, FL 32307
Telephone: (850) 599-3076/3219
Email: carrie.gavin@famuedu

Victim Advocacy Program

FAMU Victim Services is intended to assist students with the traumatizing consequences of being a victim of crime, even if the crime occurred off campus. In addition, if you would like assistance in notifying Campus Police or other law enforcement agencies, you may contact the Office of Counseling Services at (850) 599-3145. You may also report a sexual assault confidentially to the Office of Counseling Services/Victim Advocate and still receive assistance. The victim advocate is Quantina Washington, LMHC in the Office of Counseling Services. She can be reached at (850) 599-3145 or quantina.washington@famuedu. For assistance after hours, please call the Refuge House at (888) 956-7273 or (850) 681-2111.

FAMU College of Law students that have been sexually assaulted may contact the University of Central Florida (UCF) Student Health Services at (407) 823.2701. For further information, go to the UCF website located at shs.sdes.ucf.edu/. Students can also contact the Director of Student Affairs at (407) 254-4035 to report the incident.

In addition, mental health counseling and health services are also available to students through the Office of Counseling Services at (850) 599-3145, and Student Health Services Department at (850) 599-3777. University employees have mental health counseling services available to them through the Employee Assistance Program at (850) 599-3611. Law school students and employees in Orlando may call (407) 254-7000 for a victim advocate with the Orange County Sheriff's Office. For additional information, visit the website at: www.ocso.com/.

For information on additional resources, go to <http://famuedu/index.cfm?titleix/>.

The FAMU DCSS investigates reported sexual offenses occurring on campus. Sexual battery/rape committed on the main campus is a violation of the Florida Statutes and FAMU Student Code of Conduct. Employees and student offenders are subject to prosecution in local, state or federal court and subject to University discipline.

Student Conduct System

The Office of Student Conduct and Conflict Resolution is focused on student success and development through responsible community conduct. The Office works collaboratively with the University community to create a safe and secure scholarly atmosphere. This is achieved through education and implementation of the Student Code of Conduct, which establishes the community standards of behavior for all students, on and off campus. It also includes the rights afforded to all students when the University responds to an allegation of student misconduct.

Any individual with information regarding an alleged violation of the Student Code of Conduct may file a report with the Office of Student Conduct and Conflict Resolution. The report may be filed in-person, online, or via email. Students charged with committing a violation of the University's Student Code of Conduct will be provided written notice of the violations and allegations against them at least five (5) business days prior to any meeting or hearing, except in cases of emergency hearings where notice will be provided as soon as possible. In cases where a student's conduct poses a threat to the University community, the University may immediately suspend the student, pending a hearing at a later date. The standard of evidence used in all conduct hearings is a *preponderance of the evidence*. Preponderance of the evidence means that the information presented supports the finding that it is more likely than not that the violation occurred.

A student found responsible for a violation of the Student Code of Conduct shall be subject to sanctions commensurate with the facts and circumstances of the case. If the student does not complete a sanction by the required deadline, a hold may be placed on the student's record or additional violations may be charged. Sanctions may include one or more of the following:

- Counseling Assessment
- Educational Requirement
- Expulsion
- Fine
- Mediation (note that mediation may not be used in cases involving gender-based misconduct, use of weapon, serious bodily injury, loss of life, hazing, or the cultivation, distribution or sale of drugs)
- No Contact Order
- Probation
- Reprimand
- Restitution
- Restriction/Loss of Privileges
- Suspension
- University/Community Service
- Withholding of diploma, transcript or other records
- Any combination of the above that are considered fair and appropriate under the circumstances

Florida A&M University is committed to providing an educational and work environment free from discrimination and harassment on the basis of sex, sexual orientation, gender identity, and gender expression. Gender-Based Misconduct encompasses a range of behaviors including but not limited to, all forms of sexual

harassment, non-consensual sexual contact, sexual exploitation, stalking and relationship violence (dating violence and domestic violence). Gender-Based Misconduct can occur between individuals who know each other, have an established relationship, have previously engaged in consensual sexual activity, and between individuals who do not know each other. Gender-Based Misconduct can be committed by persons of any gender identity and it can occur between people of the same or different gender.

Any member of the University community may file a report of gender-based misconduct and the University strongly urges any community member impacted by gender-based misconduct to file a report. By reporting you make the University aware of the behavior so that prompt action can be taken to address the situation. The University will take seriously every allegation or report of gender-based misconduct received. The University's response is intended to ensure that all parties involved receive appropriate support and fair treatment, and that allegations of gender-based misconduct are handled in a prompt, thorough, and equitable manner.

A formal administrative complaint is a complaint filed with the Title IX Coordinator in the Office of Equal Opportunity Programs, or the Office of Student Conduct and Conflict Resolution. A formal complaint will lead to an investigation of the gender-based misconduct and can result in disciplinary action. The complainant (individual who reportedly experienced gender-based misconduct) retains considerable, although not total, control as the process unfolds. A formal criminal complaint can also be filed with the FAMU Department of Campus Safety and Security or other local law enforcement agency. A person may file an administrative complaint with the University, as well as a criminal complaint with law enforcement at any time. The University and the criminal justice system work independently from one another.

Anyone filing a complaint may request that the Office of Equal Opportunity Programs or the Office of Student Conduct and Conflict Resolution not disclose their identity to anyone else. While such a request may limit the University's ability to investigate and respond to the reported misconduct, the Office of Equal Opportunity Programs and the Office of Student Conduct and Conflict Resolution will consider the request in light of the University's commitment to provide a safe and non-discriminatory environment for all students and will honor the request whenever possible. If the request for confidentiality cannot be honored, the reporting individual will be contacted. Whether or not the University is able to grant a request for confidentiality, University personnel will only reveal information about the matter to those who need to know in order to carry out their duties and responsibilities.

In cases alleging gender-based misconduct, both the complainant and respondent (student who reportedly engaged in gender-based misconduct) may have an advisor of their choice present during the proceedings; may attend the entire portion of the hearing excluding deliberations; will receive timely and similar access to any information that will be used during the proceedings; may submit relevant information or witnesses during the hearing; may ask relevant questions of witnesses who give statements during the hearing; may not be questioned directly by the other, all questions shall be asked through the hearing panel chairperson or University official; will be informed of the outcome, the University's final determination and any sanctions; and have the right to appeal the outcome.

Pending the outcome of the proceedings, the University may modify living arrangements in cases where the complainant and respondent live in the same residential hall or complex; establish an immediate reassignment of classes when the complainant and respondent attend the same class; and issue an immediate No Contact Order, forbidding the complainant, respondent, witnesses, and/or third parties from all contact.

Members of the Office of Student Conduct and Conflict Resolution responsible for investigating and/or adjudicating cases involving gender-based misconduct attend trainings every year. The Office of Student Conduct and Conflict Resolution trains new student, faculty, and staff hearing panel members every fall and spring semesters to hear conduct cases. The training includes information regarding the conduct process,

effective questioning, types of evidence/weighing evidence, fact finding, sanctioning, and includes presentations by the Title IX Coordinator, Victim Advocate and Office of the General Counsel.

Regulation 2.012 Student Code of Conduct can be found at:
www.famu.edu/regulations/Final%20_012%20Student%20Code%20of%20Conduct.pdf

Regulation 2.013 Due Process, Other Rights, and Responsibilities at:
www.famu.edu/regulations/Final%20_013%20Due%20Process%207.14.16.pdf

FAMU DEPARTMENT OF CAMPUS SAFETY AND SECURITY SERVICES

CRIME PREVENTION

Safety Tips

There are no guarantees against being a victim. Assailants select their victims based on desire – they seek an opportunity. Being aware and versed on various safety tips/strategies can help you reduce the “opportunity” and make you less vulnerable.

In Your Office

- Lock your door, even if you are just going down the hall. It takes a thief 10 seconds or less to enter an open room and steal your property.
- Do not leave messages on your door indicating that you are away and when you will be back.
- If someone asks to use your phone for an emergency call, offer to telephone for them instead of allowing them access.
- Do not put your address on your key ring, and do not leave keys in hiding places.
- Call Campus Security at (850) 599-3256 to report suspicious persons or activity.

When Walking

- Avoid walking alone at night unless absolutely necessary.
- Walk purposefully, know where you are going, and project a no-nonsense image.

Protecting Your Auto or Bicycle

- Always lock your car.
- Lock bikes to immovable objects or bike racks with hardened-alloy locks and chains or U-shaped locks.
- Do not leave tempting valuables or property visible inside the car. Lock these items in the trunk.

Car Safety

- Look into your car before getting in. Lock doors and roll up windows once inside for protection.
- Do not stop to help occupants of stopped or disabled vehicles. Continue driving to the nearest phone or call assistance for them.
- Raise the hood, then lock yourself into your car if it breaks down. If someone stops and offers you help, remain in your car and ask them to phone for help. Do not worry about seeming rude.
- Always lock your car doors after entering or leaving your car.

- Always try to park in well lighted areas.
- Have your car keys in your hand so you don't have to linger outside before

CRIME EDUCATIONAL PROGRAMS/PREVENTION SERVICES

The Department of Campus Safety & Security maintains several programs to inform students and employees about campus security procedures and to encourage responsibility for their safety and that of others. During orientations and throughout the year, students and their parents are presented with information on police services, property safety, hazing, personal safety and sexual assault prevention by members of the Department. Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis during the year by law enforcement officials and other on-campus groups, such as Resident Life, Student Health Services and student groups. Programs address such topics as theft, personal safety, identity theft, relationship and domestic violence, cyber-stalking and stalking, bias based crimes, traffic safety, sexual assault and other important crime avoidance topics. The programs are presented upon request or are scheduled at various times and locations on or near the campus. If you or your organization would like to request a specific program, please contact FAMU DCSS at 850-599-3256.

Safety Awareness Walk

Safety is everyone's responsibility. DCSS relies upon its community members to help them keep the campus safe, because the community has more eyes and see more safety issues. In conjunction with the volunteers throughout the campus community, the DCSS conducts an annual inspection of all university facilities, properties, and grounds during National Safety Month.

Mock Wreck

This program illustrates the dangers of drinking under the influence and, texting while driving. The Office of Student Activities, the Counseling Center, Student Health Services and the DCSS collaborate together to educate young motorist of the risk involved in poor decision making as well as the legal ramifications.

Rape Aggression Defense (RAD) Program is one of the best women's self-defense courses available. RAD is a program of realistic self-defense tactics and techniques. It is a comprehensive self-defense course for a woman that begins with awareness, prevention, risk reduction and avoidance, while progressing on to the basics of hands-on defensive training. We educate women by enhancing their options of physical defense as being not only prudent, but also a necessity if a natural resistance is to be effective. The Rape Aggression Defense System empowers women to make their own decisions regarding self-preservation and self-defense options. RAD is not a martial arts program. Our courses are taught by certified instructors and provide you with a workbook/reference manual. The Rape Aggression Defense System is dedicated to teaching women defensive concepts and techniques against various types of assaults by utilizing easy, effective and proven self-defense tactics. Our system of realistic defense will provide a woman with the knowledge to make an educated decision about resistance.

Self Defense Awareness and Familiarization: This self-defense awareness program is a pre-basis familiarization with physical training methods. This program is an opportunity for students and staff to receive information that may reduce the risk of exposure to violence and familiarize themselves to the possibility of future physical skills training.

Operation Identification

The Operation ID program involves marking property with an identifying number as a means of discouraging burglary and theft. It also provides police with a way to identify property should it be stolen and recovered.

The service is offered by the Department of Campus Safety & Security at no charge to participants. Contact the police department at (850) 599-3256, or University Housing Office at (850) 599-3651, to make a request for engraving services.

Motor Assistance Program (MAP)

The Motorist Assistance Program (MAP) helps students, faculty, staff, and guests of the University who experience motor vehicle problems while parked on campus. The college is not responsible for any damage that may occur to the vehicle while on campus. This service is free of charge and includes:

- Jump starts
- Unlocking your vehicle if your keys are locked in
- Vehicle fuel fill up escort Student Escort Team (SET)

Student Escort Team (SET)

The Department of Campus Safety and Security (FAMU DCSS) Student Escort Team (SET) is a student-based division of FAMU DCSS. This team is committed to protecting the safety and security of the entire campus community. The escort program is available to all students, faculty, and staff members who feel uncomfortable walking during the hours of darkness. SET's objective is to provide a safe transportation alternative for members of the University's community after normal hours. This is achieved through foot/vehicle patrols of the campus and providing escorts. **For assistance, please call FAMU DCSS 850-599-3256, during the evening hours.**

LiveSafe - What is LiveSafe?

LiveSafe is a personal safety mobile app that FAMU is providing to all students, faculty, and staff to download for free. The app provides a quick, convenient, and discreet way to communicate directly with FAMU safety officials, enhancing your overall safety and allowing FAMU Police to better protect you.

Main Features of the LiveSafe App:

- **Report Tips:** The "Report Tips" feature allows you to send text, picture, video, and audio directly to FAMU Police in real-time, and anonymously if you prefer. You can share information about any safety incidents or concerns, such as suspicious activity, theft, harassment, and more. You can also engage in a live chat with a safety official.
- **Emergency Options:** By calling 911, calling FAMU Police, or Messaging FAMU Police from the "Emergency Options" screen, you will initiate location tracking, allowing safety officials to see where you are and respond to you more quickly in an emergency situation. You can easily stop location tracking at any time after the call is placed.
- **Safety Map:** View a safety map to see and get directions to nearby safety locations and to see where recent incidents have occurred.
- **GoSafe - SafeWalk:** Get from place to place safely by using SafeWalk to invite your contacts to "virtually escort" you, allowing them to follow your location on a map as they chat with you. You can request to virtually escort others as well.

Safety Programs offered by Student Health Services:

Green Dot

Student, faculty and staff are able to participate in bystander intervention training to help reduce violence within the FAMU community. This program educates participants on power-based personal violence and the importance of peer influence to changing campus culture. Participants engage in identification and skills practice of 1) proactive behaviors to help establish community norms that are intolerant of violence and 2) reactive interventions to high risk situations.

FAMU Safe Zone Program

Safe Zone training is designed to raise awareness, build vocabulary and interpersonal skills, and help participants understand the regulations that protect students, faculty and staff from sex/gender-based discrimination. The ultimate goal is to help develop a FAMU community that is safe, supportive and welcoming for LGBTQ people.

TRAFFIC SAFETY AND ENFORCEMENT

FAMU DCSS is responsible for the enforcement of traffic regulations on campus. Persons violating the regulations may receive citations that will be processed according to State law. The college's police department enforces the Florida Vehicle Code for traffic related offenses. The speed limit is 10 mph in all campus parking lots. Always stop at "stop signs" and watch for pedestrians. Wear your seatbelt. Pedestrians should watch for vehicles.

Traffic Collisions

If you are involved in a traffic collision, stop and check for injuries at the nearest safe location. Please call 911 or the FAMU DCSS immediately at 850-599-3256 if there are injuries. If there is property damage only, contact the police if a report is desired by either driver or owner of the property that was damaged. Exchange driver license information and vehicle registration information per State law requirements.

Hit and Run Collisions

Hit and run collisions can occur when a vehicle is moving, or when a vehicle is parked. If someone strikes your vehicle and causes damage to it; and then leaves the scene without stopping, contact the police immediately. If your vehicle is parked, do not move your vehicle until the police arrive. If you strike a parked vehicle or damage property with your vehicle, attempt to locate the owner. If the owner cannot be located, leave a note in a conspicuous place on the vehicle or property stating your name, address and the registered owner of the vehicle involved. Immediately notify FAMU DCSS or local law enforcement agency having jurisdiction where the collision occurred.

For information regarding **the Office of Parking & Transportation**, please visit <http://www.famu.edu/index.cfm?parking> or call (850) 561-2657.

ON CAMPUS AND WORKPLACE VIOLENCE

The potential for violence to occur on university campuses is an unfortunate reality that all institutions of higher education must prepare for. While these tragic events cannot always be prevented, as a community we can mitigate potential acts of violence by recognizing and intervening in situations that may become violent. Below are resources on how to recognize, prepare, and respond to potential acts of on university campuses violence. The University's policy on violence is located in Regulation 10.111, Disruptive Conduct located at: <http://www.famu.edu/regulations/Regulation10.111DisruptiveConduct.pdf>.

Awareness: Awareness of behaviors and conditions that can lead a person to violence is critical in preventing tragedies on university campuses. More importantly, the university is concerned for the welfare of students, employees, and visitors and will make resources available to individuals dealing with emotional or psychological crisis. The university strives to be proactive in identifying and responding students of concern, employee issues, and potentially dangerous situations.

Prevention: Individuals who are suspected of being capable of violence, in need of counseling, or clinical help will be provided with support and assistance as deemed appropriate and commensurate with their individual circumstances. Identifying individuals who need help is a responsibility of all students and employees of Florida A&M University.

Training: The University provides on line and face to face training for students and employees interested in learning more about how to prevent and respond to on campus violence.

Response: The University recommends actions in the event that individuals should find themselves in a threatening situation. A recommended step by step response is listed here.

Resources: University has developed numerous resources to assist the university community in preventing and respond to on campus violence. These resources include training, guidance documents, emergency notification systems, and student services.

FLORIDA A&M UNIVERSITY POLICIES REGARDING ALCOHOL AND OTHER DRUGS

Federal law requires Florida A&M University to notify all faculty, staff and students of information pertaining to the unlawful possession, use or distribution of illicit drugs and alcohol on its property or as part of its activities. *Our compliance with notification requirements of the Drug-Free Schools and Communities Act is met with the information contained in this report.*

Drug Free Workplace Policy

Florida A&M University recognizes the serious nature and potentially harmful effects of using controlled or illegal substances in the workplace and academic setting. The following are strictly prohibited: the unlawful manufacture, distribution, dispensation, possession, or use of controlled or illegal substances in all facilities, property, and grounds owned or operated by Florida A&M University. Individuals in violation of this policy will be subject to sanctions under the Student Code of Conduct and/or University Personnel Regulations as well as any applicable local ordinances, and state or federal civil or criminal laws. This policy is subject to Section 1213 Higher Education Act of 1965 and amended by the Drug-Free School and Communities Act of 1989 (P.L. LOL-226) (20 U.S.C. §1145g).

The FAMU Drug Free Workplace policy prohibits “the unlawful manufacture, alteration, distribution, dispensation, possession or use of alcohol and/or illegal drugs and the unlawful possession and/or use of a controlled substances or designer drugs regulated under Chapter 893 of the Florida Statutes unless dispensed and used pursuant to a prescription or otherwise authorized by law.” This policy impacts faculty, staff, or students participating in any University activity on FAMU owned or controlled property or off campus. The use, sale, possession, manufacturing, bartering and consumption of alcoholic beverages in residential facilities is prohibited by the University as outlined in the Residence Life Handbook.

The University prohibits the possession, service, sale, consumption or distribution of alcoholic beverages in all facilities or properties owned, leased or operated by FAMU with exceptions outlined in the FAMU Alcoholic Beverages Regulation. The following is a summary of Regulation 3.021:

- Alcohol may be possessed, served, sold consumed or distributed in the following designated areas: President’s Box in Bragg Stadium; Alumni House; Faculty Club House; Center for Viticulture and Small Fruit Research; Alfred Lawson Multipurpose Teaching Gymnasium; Grand Ballroom/Student Union; Black Archives; President’s Club (north end zone of Bragg Stadium); Bragg Stadium and the College of Law.
- Individuals under the legal age of 21 may not serve, sell, purchase, distribute, consume or possess

alcohol on FAMU properties or at FAMU sponsored events except to the extent permitted by law or unless specifically engaged in an approved and supervised academic program that does not involve the ingestion of alcohol.

- Alcohol beverages must be served by a licensed third party vendor trained in Florida's laws and who has appropriate permits.
- Requisite permits must be obtained from the Division of Alcoholic Beverages and Tobacco of the State of Florida.
- Event approval from the President or President's designee must be obtained at least two weeks prior to scheduled event date. Events with student attendance, must also have approval from the Vice President of Student Affairs and Dean of Students.
- Any advertising for the event must include notice of the availability of non-alcoholic beverages and that proper identification is required for alcohol service and sales. Promotions may not include quantities of alcoholic beverages that will be served nor portray drinking alcoholic beverages as beneficial to personal or academic problems or successes.
- Alcoholic beverages sold must be consumed on the premises.
- FAMU Department of Campus Safety and Security must be notified of all events where alcohol will be present and will make a determination if uniformed officers need to be present.

The Regulation can be found at:

[http://www.famu.edu/officeofstudentconduct/Regulation%203_021%20Alcoholic%20Beverages%20\(2\).pdf](http://www.famu.edu/officeofstudentconduct/Regulation%203_021%20Alcoholic%20Beverages%20(2).pdf).

In addition to federal, state statutes and local ordinances pertaining to alcohol and other drugs, University policies and regulations that govern FAMU employees, students, volunteers, vendors and visitors include the following:

- Florida A&M University Drug Free Workplace Policy
https://www.famu.edu/hr/Drug_Free_Workplace_Policy.pdf
- Student Code of Conduct
http://www.famu.edu/judicialAffairs/Regulation%202_012%20Student%20Code%20of%20Conduct.pdf
- Residence Life Handbook
<http://www.famu.edu/housing/Residence%20Life%20Handbook%202014-2015%20EDITED%20%20%209114%20revised%2012-23-14.pdf>
- Alcoholic Beverages Regulation
http://www.famu.edu/regulations/Regulation%20Final%203_021%209-9-13.pdf

Amnesty/Medical Policy

In serious or life-threatening situations, particularly where alcohol poisoning or drug overdose is suspected or where other medical treatment is reasonably believed to be appropriate, students are asked to call 911 or FAMU Police Department at (850) 599-3256 if on campus. In these instances, stay with the person needing assistance until help arrives; and be prepared to give emergency medical personnel as much information as possible including the amount and type of alcohol or substances consumed. Students who receive medical attention as a result of alcohol and/or drug use are eligible for amnesty and may not face formal

action under the Code. Students seeking medical assistance for another person while simultaneously violating the alcohol and/or drug regulation may also be eligible. Students who qualify for amnesty are required to complete educational measures and pay any incurring costs. It is the expectation that a student uses amnesty only once. If a student is involved in subsequent alcohol and/or drug abuse incidents, the incident will be reviewed for violation(s) of the Student Code of Conduct. This policy can be found in Regulation 2.012 Student Code of Conduct at:

http://www.famu.edu/regulations/Final%202_012%20Student%20Code%20of%20Conduct.pdf.

STATE ALCOHOL, DRUG LAWS AND SANCTIONS

State Regulation of Sales

Statute 561.422 – **Nonprofit civic organizations, temporary permits.** Upon filing of an application with the Division of Alcoholic Beverages & Tobacco and payment of a fee of \$25, a permit may be issued authorizing a bona fide nonprofit civic organization to sell alcoholic beverages for consumption on the premises only, for a period not to exceed 3 days subject to any state law or municipal or county ordinances regulating the time for selling such beverages.

Statute 562.12 – **Beverages sold with improper license, or without a license or registration, or held with intent to sell prohibited.** Convicted violators of this statute shall be guilty of a misdemeanor of the second degree.

State Drinking Age

Statute 562.11 – **Selling, giving, or serving alcoholic beverages to persons under age 21; misrepresenting or misstating age or age of another to induce licensee to serve alcoholic beverages to person under 21.** It is unlawful for any person to sell, give, serve, or permit to be served alcoholic beverages to a person under 21 years of age or to permit a person under 21 years of age to consume said beverages on the licensed premises.

It is unlawful for any person to misrepresent or mistake his or her age or the age of any other person for the purpose of inducing any licensee or his agents or employees to sell, give, serve, or deliver any alcoholic beverage to a person under 21 years of age or for any person under 21 years of age to purchase or attempt to purchase alcoholic beverages.

Statute 562.111 – **Possession of Alcoholic Beverages by Persons Under Age 21 Prohibited.** It is unlawful for any person under the age of 21 years...to have in his or her possession alcoholic beverages.

Convicted violators of this statute are guilty of a misdemeanor of the second degree. Suspension or revocation of a driver's license may also be imposed.

Statute 768.125 – **Liability for Injury or Damage Resulting from Intoxication.** A person who sells or furnishes alcoholic beverages to a person of lawful drinking age shall not thereby become liable for injury or damage caused by or resulting from the intoxication of such person, except that a person who willfully and unlawfully sells or furnishes alcoholic beverages to a person who is not of lawful drinking age or knowingly serves a person habitually addicted to the use of any or all alcoholic beverages may become liable for injury or damage caused by or resulting from the intoxication of such minor or person.

Other State Laws

Statute 856.011 – **Disorderly Intoxication.** No person (defined as any person 21 years of age or older) having control of any residence shall allow an open house party (defined as a social gathering at a residence) if any alcoholic beverage or drug is possessed or consumed at said residence by any minor (person under 21 years of age) where the person knows that an alcoholic beverage or drug is in the possession of or being

consumed by a minor at said residence and where the person fails to take reasonable steps to prevent the possession or consumption of the alcoholic beverage or drug.

Statute 856.015 – Open House Parties. No adult [person 21 years-of-age or older] having control of any residence shall allow an open house party (defined as "a social gathering at a residence") if any alcoholic beverage or drug is possessed or consumed at said residence by any minor (person under 21 years of age) where the person knows that an alcoholic beverage or drug is in the possession of or being consumed by a minor at said residence and where the person fails to take reasonable steps to prevent the possession or consumption of the alcoholic beverage or drug. Convicted violators of this statute are guilty of a second-degree misdemeanor.

Statute 316.193 – Driving Under the Influence. A person is guilty of the offense of driving under the influence and is subject to punishment as provided in subsection (2) if such person is driving or in actual physical control of a vehicle within this state, and: The person is under the influence of alcoholic beverages, any chemical substance set forth in s.877.111, or any substance controlled under Chapter 893, when affected to the extent that his normal faculties are impaired; or the person has a blood or breath alcohol level of 0.08 or higher. Convicted violators of this statute are guilty of a second-degree misdemeanor; violation of this statute subjects a person to fines or imprisonment or both as well as restrictions on driving privileges.

Statute 316.1936 – Possession of open containers of alcoholic beverages in vehicles prohibited. It is unlawful and punishable as provided in this section for any person to possess an open container of an alcoholic beverage while operating a vehicle in the state or while a passenger in or on a vehicle being operated in the state.

Leon County/City of Tallahassee Ordinances

City Ordinance Chapter 3 Section 3-4 Hours of Sale: Vendors of malt beverages, wines and alcoholic beverages may sell such beverages within the city during all days; but no such beverages may be sold between the hours of 2 a.m. and 6 a.m., each day.

City Ordinance Chapter 3 Section 3-6 Minors: It shall be unlawful for any person, his servant or employee, to permit anyone under the age of 18 years to visit or frequent any bottle club or any establishment where alcoholic beverages are sold or consumed on the premises; provided, however, that this section shall not apply to a minor who is accompanied by a parent or guardian.

City Ordinance Chapter 3 Section 3-7 Possession of Open Containers:

- It shall be unlawful for anyone to consume or possess open containers of beer, wine, alcoholic beverages or intoxicating liquors off the premises of an establishment dealing in alcoholic beverages and within 500 feet of the premises which is licensed for the sale of alcoholic beverages, or as a bottle club, except within closed buildings or on premises which is solely by residential structures. The distance set forth in this section shall be measured from the shortest route of ordinary pedestrian travel along public thoroughfares from the principal entrance of the establishment dealing in alcoholic beverages or bottle club to the location of the violation of this section.
- Each establishment dealing in alcoholic beverages and each bottle club shall, at all times when such establishment is open to the public or is dispensing or selling alcoholic liquors, have located in the interior as well as the exterior portions of the building licensed for sale of such beverages at a location at which it can be readily seen and read by customers of the establishment a sign prominently displayed of a size at least one foot by two feet containing the following information: IT IS UNLAWFUL TO CONSUME ALCOHOLIC BEVERAGES WITHIN 500 FEET OF THIS ESTABLISHMENT AND OFF THESE LICENSED PREMESIS
- The City manager shall prescribe by rule the location of the signs and the size of the lettering,

following as his guidelines the criteria set forth above. It shall be unlawful for the owner of any establishment dealing in alcoholic beverages in any bottle club to fail to comply with this section. The requirements of this section shall then apply to all establishments dealing in alcoholic beverages and bottle clubs whether or not then licensed or licensed in the future.

- Any person convicted of violating any of the terms of this article shall upon conviction be punished by a fine of \$100 for the first conviction, \$250 for the second conviction, and \$500 for the third or subsequent conviction.

Federal Trafficking Penalties for Schedules I, II, III, IV, and V (except Marijuana)

Schedule	Substance/Quality	Penalty	Substance/Quantity	Penalty
II	Cocaine 500-4999 grams mixture	First Offense: Not less than 5 yrs. and not more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual. Second Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	Cocaine 5 kilograms or more mixture	First Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual. Second Offense: Not less than 20 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual. 2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
II	Cocaine Base 28-279 grams mixture		Cocaine Base 280 grams or more mixture	
IV	Fentanyl 40-399 grams mixture		Fentanyl 400 grams or more mixture	
I	Fentanyl Analogue 10-99 grams mixture		Fentanyl Analogue 100 grams or more mixture	
I	Heroin 100-999 grams mixture		Heroin 1 kilogram or more mixture	
I	LSD 1-9 grams mixture		LSD 10 grams or more mixture	
II	Methamphetamine 5-49 grams pure or 50-499 grams mixture		Methamphetamine 50 grams or more pure or 500 grams or more mixture	
II	PCP 10-99 grams pure or 100-999 grams mixture		PCP 100 grams or more pure or 1 kilogram or more mixture	
Substance/Quantity		Penalty		
Any Amount Of Other Schedule I & II Substances		First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than Life. Fine \$1 million if an individual, \$5 million if not an individual. Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.		
Any Drug Product Containing Gamma Hydroxybutyric Acid				
Flunitrazepam (Schedule IV) 1 Gram or less				
Any Amount Of Other Schedule III Drugs		First Offense: Not more than 10 yrs. If death or serious bodily injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual. Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.		

Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual. Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.
Any Amount Of All Schedule V Drugs	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual. Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.
Federal Trafficking Penalties for Marijuana, Hashish and Hashish Oil, Schedule I Substances	
Marijuana 1,000 kilograms or more marijuana mixture or 1,000 or more marijuana plants	First Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual. Second Offense: Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.
Marijuana 100 to 999 kilograms marijuana mixture or 100 to 999 marijuana plants	First Offense: Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual. Second Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$8 million if an individual, \$50million if other than an individual.
Marijuana 50 to 99 kilograms marijuana mixture, 50 to 99 marijuana plants	First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if other than an individual. Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.
Hashish More than 10 kilograms	
Hashish Oil More than 1 kilogram	
Marijuana less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight)	First Offense: Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual. Second Offense: Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual.
1 to 49 marijuana plants	
Hashish 10 kilograms or less	
Hashish Oil 1 kilogram or less	

The information above was obtained from www.dea.gov/druginfo; <https://www.dea.gov/druginfo/ftp3.shtml>; and https://www.dea.gov/druginfo/ftp_chart2.pdf

Health Risks Associated with use of Illicit Drugs and Alcohol Abuse*

Drug Type	Common Name	Health Risks
Alcohol	Booze, Beer, Wine, Coolers, Liquor	High blood pressure, higher risk of STDs, unplanned pregnancies, depression, lower resistance to disease, insomnia, anemia, and cancer
Alcohol Energy Drinks and Fortified Malt Beverages		Higher risk of injury, higher rates of intoxication due to sweet taste
Marijuana	Grass, Reefer, Pot, Weed	Damage to heart, lungs, brain, lung cancer, decreased motivation, depression, paranoia, impaired memory
Synthetic Marijuana	K2, Spice, Lazy Cakes, Black Mamba, Bliss, Bombay Blue,	Increased blood pressure, chest pain, agitation, hallucinations, increased body temperature, nausea, confusion, paranoia, delusions, suicidal ideas
Bath Salts	Bloom, Flakka, Scarface, Blue Silk, Zoom, Ivory Wave, Cloud Nine, Red Dove, Cosmic Blast	Increased heart rate and blood pressure, euphoria, paranoia, agitation and hallucinations, nosebleeds, sweating, insomnia, irritability, depression, suicidal thoughts, reduced motor control, breakdown of muscle tissue, kidney failure, increased risk of infectious disease
Ecstasy	MDMA, Molly, Adam, Clarity, Eve, Lover's Speed, Peace, Uppers	Lowers inhibition, lack of awareness to pain, increased body temperature, anxiety, depression, confusion, aggression, insomnia
Steroids	Anabolic/Adreno-genic (roids, juice)	High blood pressure, liver and kidney damage, acne, atrophy of testes, breast enlargement in men, breast reduction in women, aggressiveness, mood swings
Solvents-Inhalants	Acetone, Freons, Nitrous Oxide	Damage to heart, liver, kidneys, lung and brain
Depressants	Alcohol, ludes, barbiturates	Liver damage, convulsions, depression, disorientation, insomnia
Hallucinogens	PCP, Angel Dust, Mushrooms, LSD	Agitation; extreme hyperactivity; reduced eating; increased breathing, heart rate and blood pressure; flashbacks, seizures, dizziness, coma
Methamphetamine	Crank, Chalk, Crystal, Fire, Glass, Go Fast, Ice, Meth, Speed	Increased wakefulness and physical activity; increased breathing, heart rate, temperature and blood pressure; irregular heartbeat
Stimulants	Cocaine, Crack, Amphetamines, Diet Pills	Headaches, depression, malnutrition, anorexia, strokes, seizures, irritability, anxiety, restlessness, insomnia, paranoia, increased heart rate and blood pressure, hallucinations
Narcotics	Smack, Codeine, Heroin, Lords	Respiratory arrest, sleepiness, organ and lung damage, nausea
Heroin	Brown Sugar, China White, Dope, H, Horse, Skag, Skunk, Smack	Slows respiration, kidney failure, cardiovascular damage, impaired memory, increased risk of infectious disease

*Information from www.drugabuse.gov, www.narcanon.org, and www.samhsa.gov

Resources

In cases of serious injury or illness as a result of alcohol or drug consumption, the safety of the individual is the primary concern. Employees and students are encouraged to call 911 or Campus Safety at (850) 599-3256 to seek emergency medical treatment for themselves, a co-worker, or fellow student.

University Resources for Faculty and Staff

University employees (Executive, A&P, USPS, OPS) are able to access services through the Employee Assistance Program (EAP). The EAP offers a 24-hour help line and short-term professional counseling services. Employees may call the Office of Human Resources at (850) 599-3611 for more information or visit the EAP website at: www.mylifevalues.com.

University Resources for Students

The Office of Counseling Services is available at (850) 599-3145 to students for confidential screenings, evaluations, and treatment of substance abuse problems. Clinicians in Student Health Services (850) 599-3777 provide screening and referrals for alcohol and drug problems. The Office of Counseling Services and Student Health Services will refer individuals to community providers upon request and when a higher level of care is indicated than can be provided from campus-based services. The Health Promotion and Wellness Department of Student Health Services provides educational materials, and pamphlets on alcohol and substance abuse. Professional health educators and student peer educators offer presentations to students, faculty and staff, and facilitate participation in campus-wide events that address alcohol and drug abuse (Bar Zaps, Safe Spring Break and Alcohol Awareness Week). More information is available on the following websites: www.famu.edu/counseling and www.famu.edu/shs.

Resources for Faculty and Staff		
FAMU EAP	www.mylifevalues.com	1-800-272-7252

Campus Resources for Students		
Office of Counseling Services Services: Education, Intervention, Referral	101 Sunshine Manor Tallahassee, FL 32307	(850) 599-3145
Student Health Services Services: Education, Intervention, Medical Services, Referral	116 Foote-Hilyer, 1st Floor Tallahassee, FL 32307	(850) 599-3777
Center for Disability Access & Resources Services: Academic Accommodations	667 Ardelia Court Tallahassee, FL 32307	(850) 599-3180
Office of Student Conduct Services: Education, Referral, Conflict Resolution	1628 S. Martin Luther King Jr. Blvd. Tallahassee, FL 32307	(850) 599-3541

Community Resources – for Faculty, Staff, and Students			
TALLAHASSEE	DISC Village Services: Adult, Juvenile, Children/Family, Civil citation, Prevention, Re-entry/Aftercare and Residential	3333 W. Pensacola Street Tallahassee, FL 32304	(850) 575-4388
	Tallahassee Memorial Behavioral Healthcare Services: Inpatient Detoxification and Outpatient Services	TMH Recovery Center 1616 Physicians Drive Tallahassee, FL 32308	(850) 431-5924
	Capital Regional Medical Center Behavioral Healthcare Services: Inpatient and Outpatient Services	2626 Capital Medical Blvd. Tallahassee, FL 32308	(850) 325-5757
	Alcoholics Anonymous Services: Support Groups	Visit: www.step12.com/florida for a listing of meetings	

ORLANDO	Behavioral Support Services Service area: Orange/Seminole and Osceola Counties Provide behavioral and therapeutic services for children and adults demonstrating mental health issues or challenging behaviors which interfere with daily functioning in the home, school, workplace or community environments.	801 Douglas Ave., STE 208, Altamonte Springs, FL 32714 407-830-6412 http://bssinspires.com/	(407) 830-6412
CRESTVIEW	Bridgeway Center Inc. (BCI) serving Children, Adults, and Families Alcoholics Anonymous at BCI Survivors of Suicide Loss Peer Support Group	Main Office: 137 Hospital Drive Ft. Walton Beach, FL 32548	(850) 833-7500 (850) 217-5817 (850) 830-0755

Violations of FAMU Alcohol and Drug Policies and Regulations

Any faculty, staff, student, volunteer, vendor, or visitor found in violation of local, state, and/or federal or the University's alcohol and drug policies are subject to University disciplinary procedures and/or referral to the appropriate authorities for legal action.

Student sanctions for Student Code of Conduct violations may include one or more of the following: counseling assessment, discretionary sanctions, educational requirements, expulsion, fine, mediation, no-contact order, probation, reprimand, restitution, restriction/loss of privileges, suspension, community service, and withholding of diplomas, transcripts or other records. Violations of applicable alcohol and drug policies and regulations by students that reside in University Housing may receive sanctions that include: removal from University Housing, reassignment, residential probation, warning, suspension of visitation privileges, revocation of guest privileges, payment for damages, assigned work projects, suspension of eligibility to hold office, impounding of contraband, referral for assessment of alcohol or drug problem, or fines. Sanctions may also apply to registered student organizations and off-campus conduct. Additional disciplinary measures may be applied from professional schools and the National Collegiate Athletic Association (NCAA).

Faculty and staff may be disciplined under applicable University regulations and policies, up to and including termination of employment.

Alcohol and drug policy/regulation violations can be reported to:

- Office of Campus Safety and Security (850) 599-3256
- Office of Student Conduct and Conflict Resolution (850) 599-3541
- Department of Human Resources (850) 599-3611

Anonymous complaints can be made using the FAMU ***Compliance and Ethics Hotline*** 1-866-445-4968 or you may submit an anonymous report electronically utilizing the link at the bottom of the FAMU homepage www.famu.edu.

HAZING PREVENTION INITIATIVES AT FLORIDA A&M UNIVERSITY

Florida A&M University remains fully committed to providing a healthy, safe and secure environment for all members of the campus community. The University continues to raise awareness about the hazards of hazing on local, state, and national levels, while maintaining its ongoing continuous improvement efforts to the University community.

Pursuant to Section 1006.63 of Florida Statutes, hazing means any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for purposes including, but not limited to, initiation or admission into or affiliation with any organization operating under the sanction of a postsecondary institution. Hazing includes, but is not limited to, pressuring or coercing the student into violating state or federal law, any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or other forced physical activity that could adversely affect the physical health or safety of the student, and also includes any activity that would subject the student to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of the student. It is not a defense to a charge of hazing that:

- The consent of the victim had been obtained;
- The conduct or activity that resulted in the death or injury of a person was not part of an official organizational event or was not otherwise sanctioned or approved by the organization; or
- The conduct or activity that resulted in death or injury of the person was not done as a condition of membership to an organization.

In accordance with Florida law and FAMU Anti-Hazing Regulation 2.028, FAMU has a “zero tolerance” policy regarding hazing. The University holds annual, mandatory anti-hazing workshops for all registered clubs and organizations. More specifically, the Office of Student Activities will require that all clubs and organizations, including but not limited to campus-wide, departmental/academic-related, military, performing arts, cultural, political, religious, recreational and volunteer service groups must complete an anti-hazing workshop in order to be recognized as an organization at FAMU. For further information, go to www.famu.edu/hazing/; and for the FAMU regulation go to www.famu.edu/regulations/.

Online Reporting of Alleged Incidents of Hazing

You may go online to FAMU’s main webpage and click the link, “Stop Hazing.” Once you are actually on the hazing website, click “Report Hazing.” You do NOT need to give your name, phone number or email address – it’s Optional.

WEAPONS ON CAMPUS

Florida law expressly prohibits any person to openly carry a handgun or carry a concealed weapon or firearm into any school or college, except as provided by law. For further information, please refer to Florida Statute Section 790.06.

The University’s weapons policy prohibits the use and/or possession of weapons, firearms, ammunitions, explosives, knives, firecrackers, fireworks or any other instrument as a weapon, on the University’s main

campus and satellite campuses, except as provided by law. However, firecrackers or fireworks may be used only when approved by appropriate University officials.

Definitions

Weapon is defined as any item (including, but not specifically limited to metallic knuckles, swords, any dangerous chemical or biological agents, firearms, machine guns, starter guns, BB guns, stun guns, paintball guns, stun guns (Tasers), archery equipment or any other object) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; any destructive device.

Fireworks is defined as, and includes, any combustible or explosive composition or substance or combination of substances, or except as hereinafter provided, any article prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration, or detonation. The term includes blank cartridges and toy cannons in which explosives are used, the type of balloons which require fire underneath to propel them, firecrackers, torpedoes, skyrockets, roman candles, incense, dago bombs, and any fireworks containing any explosives or flammable compound or any tablets or other device containing any explosive substance. The term “fireworks” does not include sparklers – a device which emits showers of sparks upon burning, does not contain any explosive compounds, does not detonate or explode, is hand-held or ground-based, and cannot propel itself through the air. Toy pistols, toy canes, and toy guns are also not considered fireworks.

REPORTING THE ANNUAL DISCLOSURE OF CRIME STATISTICS

This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and FAMU’s branch campus sites, Housing and Residential Services, Judicial Affairs Office, the Administration, and Division of Student Affairs. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrests and referral statistics include those reported to the FAMU Police, designated campus officials (including but not limited to directors, deans, department heads, designated staff, judicial affairs, advisors to students/student organizations, and athletic coaches), and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses and are not required by law. Florida law requires prompt, mandatory reporting to the local law enforcement agency by healthcare practitioners (such as those at Student Health Services) when they provide medical services to a person they know or reasonably suspect is suffering from wounds inflicted by a firearm or is the result of an assault or abusive conduct. Counseling Services staff informs their clients of the procedures to report crime to the Campus Police on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session.

FLORIDA A&M UNIVERSITY
MAIN CAMPUS
Tallahassee, Florida

	On Campus Housing	On Campus-Other	Non-Campus Building	Public Property	Total
Category	2015	2015	2015	2015	2015
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Robbery	0	3	0	0	3
Aggravated Assault	0	1	0	0	1
Burglary	10	7	0	0	17
Arson	0	0	0	0	0
Motor Vehicle Theft	0	7	0	0	7
Liquor Law/Arrests	0	0	0	0	0
Liquor Law/Referrals	2	0	0	0	2
Drug Law/Arrests	2	11	0	0	13
Drug Abuse/Referrals	21	13	0	0	34
Weapons Law Arrests	0	2	0	0	2
Weapons Law/Referrals	1	0	0	0	1
Sex Offenses					
Rape	2	1	0	1	4
Fondling	1	1	0	0	2
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
VAWA					
Domestic Violence	2	1	0	0	3
Dating Violence	1	0	0	0	1
Stalking					
Hate Crimes	0	0	0	0	0

Reportable Clery Crime that was Unfounded - 1 Rape

Prior to calendar year 2015, Sex Offenses were categorized as Forcible and Non-Forcible.

FLORIDA A&M UNIVERSITY										
MAIN CAMPUS										
TALLAHASSEE, FLORIDA										
	On Campus Residential		On Campus-Other		Non-Campus Building		Public Property		Total	
Category	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Murder	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Forcible Sex/Rape	4	3	0	0	0	0	0	0	4	3
Non-forcible Sex/Rape	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	4	1	0	0	0	0	5	1
Aggravated Assault	1	0	3	2	0	0	0	0	4	2
Burglary	1	8	5	9	0	0	0	0	6	17
Arson	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	10	2	0	0	0	0	10	2
Liquor Law/Arrests	0	0	1	1	0	0	0	0	1	1
Liquor Law/Referrals	6	2	0	0	0	0	0	0	6	2
Drug Law/Arrests	16	1	2	5	0	0	0	0	18	6
Drug Abuse/Referrals	18	33	5	16	0	0	0	0	23	49
Weapons Law Arrests	1	0	1	0	0	0	0	0	2	0
Weapons Law/Referrals	3	3	0	0	0	0	0	0	3	3
VAWA										
Domestic Violence	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no hate crimes reported for 2013 and 2014.									
Unfounded	There were no unfounded crimes reported for 2013 and 2014.									

[illegible]

			FLORIDA A&M UNIVERSITY							
			COLLEGE OF LAW							
			ORLANDO, FLORIDA							
	On Campus Residential		On Campus- Other		Non-Campus Building		Public Property		Total	
Category	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Murder	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0	0	0	0	0	0
VAWA										
Domestic Violence	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no hate crimes reported for 2013 and 2014.									

[illegible]

					FAMU FSU					
					COLLEGE OF ENGINEERING					
					TALLAHASSEE, FLORIDA					
	On Campus Residential		On Campus- Other		Non-Campus Building		Public Property		Total	
Category	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Murder	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Forcible Sex offense	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	1	1	0	0	0	0	1	1
Arson	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0	0	0	0	0	0
VAWA										
Domestic Violence	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no hate crimes reported for 2013 and 2014.									

FLORIDA A&M UNIVERSITY					
FARM					
Quincy, Florida					
	On Campus Housing	On Campus- Other	Non-Campus Building	Public Property	Total
Category	2015	2015	2015	2015	2015
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Arson	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0
Sex Offenses					
Rape	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
VAWA					
Domestic Violence	0	0	0	0	0
Dating Violence	0	0	0	0	0
Stalking	0	0	0	0	0
Hate Crimes	0	0	0	0	0

			FLORIDA A&M UNIVERSITY							
						FARM				
						QUINCY, FLORIDA				
	On Campus Residential		On Campus- Other		Non-Campus Building		Public Property		Total	
Category	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Murder	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0	0	0	0	0	0
VAWA										
Domestic Violence	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no hate crimes reported for 2013 and 2014.									

FLORIDA A&M UNIVERSITY					
VITICULTURE					
Tallahassee, Florida					
	On Campus Housing	On Campus- Other	Non- Campus Building	Public Property	Total
Category	2015	2015	2015	2015	2015
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Arson	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0
Sex Offenses					
Rape	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
VAWA					
Domestic Violence	0	0	0	0	0
Dating Violence	0	0	0	0	0
Stalking	0	0	0	0	0
Hate Crimes	0	0	0	0	0

			FLORIDA A&M UNIVERSITY							
			VITICULTURE							
			TALLAHASSEE, FLORIDA							
	On Campus Residential		On Campus- Other		Non-Campus Building		Public Property		Total	
Category	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Murder	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0	0	0	0	0	0
VAWA										
Domestic Violence	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no hate crimes reported for 2013 and 2014.									

Crestview, Florida

	On Campus Housing	On Campus- Other	Non-Campus Building	Public Property	Total	
Category	2015	2015	2015	2015	2015	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	
Negligent Manslaughter	0	0	0	0	0	
Robbery	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	
Burglary	0	0	0	0	0	
Arson	0	0	0	0	0	
Motor Vehicle Theft	0	0	0	0	0	
Liquor Law/Arrests	0	0	0	0	0	
Liquor Law/Referrals	0	0	0	0	0	
Drug Law/Arrests	0	0	0	0	0	
Drug Abuse/Referrals	0	0	0	0	0	
Weapons Law Arrests	0	0	0	0	0	
Weapons Law/Referrals	0	0	0	0	0	
Sex Offenses						
Rape	0	0	0	0	0	
Fondling	0	0	0	0	0	
Incest	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	
VAWA						
Domestic Violence	0	0	0	0	0	
Dating Violence	0	0	0	0	0	
Stalking	0	0	0	0	0	
Hate Crimes	0	0	0	0	0	

FLORIDA A&M UNIVERSITY										
College of Pharmacy and Pharmaceutical Sciences										
CRESTVIEW, FLORIDA										
	On Campus Residential		On Campus-Other		Non-Campus Building		Public Property		Total	
Category	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Murder	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0	0	0	0	0	0
VAWA										
Domestic Violence	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no hate crimes reported for 2013 and 2014.									

FLORIDA A&M UNIVERSITY					
College of Pharmacy and Pharmaceutical Sciences					
Jacksonville, Florida					
	On Campus Housing	On Campus- Other	Non- Campus Building	Public Property	Total
Category	2015	2015	2015	2015	2015
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Arson	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0
Sex Offenses					
Rape	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
VAWA					
Domestic Violence	0	0	0	0	0
Dating Violence	0	0	0	0	0
Stalking	0	0	0	0	0
Hate Crimes	0	0	0	0	0

FLORIDA A&M UNIVERSITY										
College of Pharmacy and Pharmaceutical Sciences										
JACKSONVILLE, FLORIDA										
	On Campus Residential		On Campus-Other		Non-Campus Building		Public Property		Total	
Category	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Murder	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0	0	0	0	0	0
VAWA										
Domestic Violence	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no hate crimes reported for 2013 and 2014.									

FLORIDA A&M UNIVERSITY						
College of Pharmacy and Pharmaceutical Sciences						
3500 East Fletcher Avenue						
Tampa, Florida						
	On Campus Housing	On Campus- Other	Non-Campus Building	Public Property	Total	
Category	2015	2015	2015	2015	2015	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	
Negligent Manslaughter	0	0	0	0	0	
Robbery	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	
Burglary	0	0	0	0	0	
Arson	0	0	0	0	0	
Motor Vehicle Theft	0	0	0	0	0	
Liquor Law/Arrests	0	0	0	0	0	
Liquor Law/Referrals	0	0	0	0	0	
Drug Law/Arrests	0	0	0	0	0	
Drug Abuse/Referrals	0	0	0	0	0	
Weapons Law Arrests	0	0	0	0	0	
Weapons Law/Referrals	0	0	0	0	0	
Sex Offenses						
Rape	0	0	0	0	0	
Fondling	0	0	0	0	0	
Incest	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	
VAWA						
Domestic Violence	0	0	0	0	0	
Dating Violence	0	0	0	0	0	
Stalking	0	0	0	0	0	
Hate Crimes	0	0	0	0	0	

<p style="text-align: center;">FLORIDA A&M UNIVERSITY College of Pharmacy and Pharmaceutical Sciences 3500 E. FLETCHER AVE. TAMPA, FLORIDA</p>										
	On Campus Residential		On Campus-Other		Non-Campus Building		Public Property		Total	
Category	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Murder	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0	0	0	0	0	0
VAWA										
Domestic Violence	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no hate crimes reported for 2013 and 2014.									

FLORIDA A&M UNIVERSITY					
College of Pharmacy and Pharmaceutical Sciences					
Davie, Florida					
	On Campus Housing	On Campus- Other	Non- Campus Building	Public Property	Total
Category	2015	2015	2015	2015	2015
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	1	1
Arson	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0
Sex Offenses					
Rape	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
VAWA					
Domestic Violence	0	0	0	0	0
Dating Violence	0	0	0	0	0
Stalking	0	0	0	0	0
Hate Crimes	0	0	0	0	0

			FLORIDA A&M UNIVERSITY							
			DAVIE, FLORIDA							
	On Campus Residential		On Campus- Other		Non-Campus Building		Public Property		Total	
Category	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Murder	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offense	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0	0	0	0	0	0
VAWA										
Domestic Violence	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no hate crimes reported for 2013 and 2014.									

FLORIDA A&M UNIVERSITY					
AGRICULTURAL AND ENVIRONMENTAL RESEARCH STATION					
Brooksville, Florida*					
	On Campus Housing	On Campus- Other	Non- Campus Building	Public Property	Total
Category	2015	2015	2015	2015	2015
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Arson	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Liquor Law/Arrests	0	0	0	0	0
Liquor Law/Referrals	0	0	0	0	0
Drug Law/Arrests	0	0	0	0	0
Drug Abuse/Referrals	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0
Weapons Law/Referrals	0	0	0	0	0
Sex Offenses					
Rape	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
VAWA					
Domestic Violence	0	0	0	0	0
Dating Violence	0	0	0	0	0
Stalking	0	0	0	0	0
Hate Crimes	0	0	0	0	0

*Property acquired in 2015.

Florida A&M University Annual Fire Safety Report 2015

Student Housing

Office responsible:	FAMU Environmental Health & Safety
Area Information is Located:	FAMU Environmental Health & Safety (EHS), 2400 Wahnish Way, Plant Operations Building, Florida A&M University, Tallahassee, FL 32307
Date Policy and Procedure was last updated	July 6, 2015

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

1. **Fire Log:** Institutions must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities. Florida A&M University complies with this rule by including all fire-related incidents in the Fire Log. The most current sixty (60) days of information is available upon request from FAMU Environmental Health & Safety (EHS), located at 2400 Wahnish Way, Plant Operations Building, Florida A&M University, Tallahassee, FL 32307.
2. Requests for information older than sixty (60) days must be directed to the Associate Vice President of Facilities Planning, Construction and Safety. Information older than sixty (60) days will be made available within two (2) business days of a request.
3. **Annual Fire Safety Report:** Institutions with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards. Florida A&M University complies with this regulation by including all fire-related incidents at on-campus student housing facilities as part of the Annual Fire Safety Report. Information contained in this annual fire safety report includes: number and cause of fires at all on-campus student housing facilities; number of fire-related deaths or injuries; value of fire-related property damage; information on evacuation procedures; fire safety education and training programs; fire safety systems in each student housing facility; number of regular mandatory supervised fire drills; and policies on portable electrical appliance, smoking and open flames. The Annual Security & Fire Safety Report must include the past three (3) years of information.

If a fire occurs in any University building, community members should immediately notify the Department of Campus Safety and Security (DCSS) by dialing 911 from any landline phone or (850) 599-3256 from any cell phone. DCSS will immediately contact the Tallahassee Fire Department. If a member of the FAMU community finds evidence of a fire that has been extinguished, and the person is not sure whether DCSS or EHS has already responded, the community member should immediately notify DCSS to investigate and document the incident.

The campus fire alarm systems alert community members of potential hazards. Community members are required to heed an activated fire alarm system, and evacuate a building immediately using the nearest available exit and assemble in the designated area. If unable to evacuate, members should gather in the building's stairwell and notify or have a member of the community notify emergency personnel of their location. Community members should familiarize themselves with the exits in each building.

When a fire alarm is activated, the elevators in most buildings will automatically recall to a pre-designated fire safe floor. Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button. The emergency phones in elevators on campus ring to a dispatcher working inside of the DCSS dispatch. FAMU community members who need additional assistance in emergency situations are provided instructions on how to safely evacuate a building by EHS Fire Safety Office during special training sessions and using the long-range plans developed by the Emergency Management Team members and their staff. These long-range Emergency Contingency and Continuity of Operations plans, found under FAMU's Compliance Certification Documentation SACSCOC CCD CS 3.11.1[26], were developed to help further explain to a member of the community how to appropriately respond in an emergency.

SECTION 1 – FIRE LOGS:

ANNUAL FIRE SAFETY REPORT						
Statistics and Related Information Regarding Fires in Residential Facilities for 2015						
Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related of Fire	Value of Property Damage Caused by Fire
Gibbs Hall 1596 Gibbs Trail	0	0	0	0	0	0
Paddyfote Complex 1529 Wahnish Way	0	0	0	0	0	0
Phase III 277 Palmetto St.	0	0	0	0	0	0
Palmetto South 255 Palmetto St.	0	0	0	0	0	0
Sampson Hall 1599 Gibbs Trail	0	0	0	0	0	0
Truth Hall 1699 Martin Luther King Jr.	0	0	0	0	0	0
Young Hall 1591 Gibbs Trail	0	0	0	0	0	0
The Village 667 Gamble St.	0	0	0	0	0	0

ANNUAL FIRE SAFETY REPORT						
Statistics and Related Information Regarding Fires in Residential Facilities for 2014						
Residential Facilities	Total Fires in Each Building	Number of Fires	Cause of Fire	No. of Injuries Requiring Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
277 Palmetto Street Phase III	1	1	Unintentional Stove fire	0	0	100.00
255 Palmetto St. Palmetto South	1	11	Unintentional Stove fire	0	0	6,341.94
Gibbs Hall 1596 Gibbs Trail	0	0	0	0	0	0
Truth Hall	0	0	0	0	0	0

1699 Martin Luther King Jr. Blvd.						
Paddyfote Complex 1529 Wahnish Way	0	0	0	0	0	0
Sampson Hall 1599 Gibbs Trail	0	0	0	0	0	0
Young Hall 1591 Gibbs Trail	0	0	0	0	0	0
The Village 667 Gamble St.	0	0	0	0	0	0
Palmetto North 221 Palmetto St.	0	0	0	0	0	0
Total						6,441.94

ANNUAL FIRE SAFETY REPORT					
2013					
Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Value of Property Damage Caused by Fire
Copper Hall	0	0	0	0	0
Wheatley Hall	0	0	0	0	0
Diamond Hall	0	0	0	0	0
McGuinn Hall	0	0	0	0	0
Palmetto North 221 Palmetto St.	0	0	0	0	0
Palmetto South 255 Palmetto St.	0	0	0	0	0
Phase III 277 Palmetto St.	0	0	0	0	0
Gibbs Hall 1596 Gibbs Trail	0	0	0	0	0
Sampson Hall 1599 Gibbs Trail	0	0	0	0	0
Young Hall 1591 Gibb Trail	0	0	0	0	0
Truth Hall 1699 Martin Luther King Jr. Blvd.	0	0	0	0	0
Paddyfote 1529 Wahnish Way	0	0	0	0	0

SECTION 2 - DESCRIPTION OF FIRE SAFETY SYSTEMS

Facility	Fire Alarm Monitoring Done On-Site	Partial *1 Sprinkler System	Full *2 Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plan & Placards	Number Evacuation (Fire) Drills Each Calendar Year
Palmetto South 255 Palmetto St.	X		X	X	X	X	6
Phase III 277 Palmetto St.	X		X	X	X	X	6
Truth Hall 1699 Martin Luther King Jr. Blvd.	X			X	X	X	4
Gibbs Hall 1596 Gibbs Trail	X			X	X	X	6

Paddyfote Complex 1529 Wahnish Way	X			X	X	X	4
Palmetto North 221 Palmetto St.				X	X	X	0
Sampson Hall 1599 Hall Trail	X		X	X	X	X	4
Young Hall 1591 Gibbs Trail	X		X	X	X	X	6

SECTION 3 - FIRE DRILLS

Fire drills are required in each occupied building on campus and are conducted as required. There are two drills scheduled for each dormitory each semester, and one drill for each education and general building per year. Fire drills are very vital and essential emergency preparedness training. NFPA 101 Life Safety Code section 4.7.1 states that, "Emergency egress and relocation drills conforming to the provision of this code shall be conducted as specified by the provisions of Chapter 11 through Chapter 42 or by the appropriate authority having jurisdiction." Drills are designed with FAMU police department's full participation and services.

Section 4.7.2 further states that Emergency egress and relocation drills, where required by Chapter 11 through Chapter 42 or the authority having jurisdiction, shall be held with sufficient frequency to familiarize occupants with the drill procedure and to establish conduct of the drill as a matter of routine. Drills shall include suitable procedures to assure all persons subject to the drill participate.

Section 4.7.3 - Orderly Evacuation. When conducting drills, emphasis shall be placed on orderly evacuation rather than on speed.

Section 4.7.4 - Simulated Conditions. Drills shall be held at expected and unexpected times and under varying conditions to simulate the usual conditions that can occur in an actual emergency.

Section 4.7.5 - Relocation Area. Drill participants shall relocate to a predetermined location and remain at such location until a recall or dismissal signal is given.

Each of the persons identified below has the authority to initiate Fire Drills, Fire Safety Seminars and Training.

Title	Name
Housing Interim Director	Trawick, Mattie
Fire Safety Inspector	Hall, Freddie
Director of EHS	Sutton, Angela
Resident Advisors	Cummings, Larry
	Garrett, Shatearra
	Johnson, Herbert
	Johnson, William
	Oliphant, Alethea
	Tillman, Stephanie
	Cheeks, Rasha
	Williams, Solomon

Section 4.7.6 - A written record of each drill shall be completed by the person responsible for conducting the drill and maintained in an approved manner.

All occupied residence halls on campus with fire alarm systems have at least two fire drills administered per semester. There were a minimum of 108 fire drills conducted in campus residence halls in the past three semesters.

FIRE DRILLS

FALL SEMESTER 2015

	BUILDING NAME	DRILL DATE	START TIME	FINISH TIME
1	GIBBS HALL (048)	9/15/2015	3:31 p.m.	3:41 p.m.
		11/6/2015	4:52 p.m.	5:15 p.m.
2	FAMU VILLAGE (136)	9/15/2015	10:00 a.m.	10:09 a.m.
		11/6/2015	1:35 p.m.	1:45 p.m.
3	PADDY-FOTE A (117)	9/15/2015	3:35 p.m.	4 p.m.
		11/24/2015	2:33 p.m.	2:46 p.m.
4	PADDY-FOTE B (118)	9/15/2015	3:35 p.m.	4:00 p.m.
		11/24/2015	2:33 p.m.	2:46 p.m.
5	PADDY-FOTE C (118)	9/15/2015	3:35 p.m.	4:00 p.m.
		11/24/2015	2:33 p.m.	2:46 p.m.
6	PADDY-FOTE D (118)	5/9/2013	3:35 p.m.	4:00 p.m.
		11/24/2015	2:33 p.m.	2:46 p.m.
7	PALMETTO SOUTH (609)	9/21/2015	2:25 p.m.	2:29 p.m.
		11/16/2015	4:44 p.m.	5:00 p.m.
8	PALMETTO SOUTH (608)	9/21/2015	2:25 p.m.	2:29 p.m.
		11/16/2015	4:44 p.m.	5:00 p.m.
9	PALMETTO SOUTH (607)	9/21/2015	2:25 p.m.	2:29 p.m.
		11/16/2015	4:44 p.m.	5:00 p.m.
10	PALMETTO SOUTH (606)	9/21/2015	2:25 p.m.	2:29 p.m.
		11/16/2015	4:44 p.m.	5:00 p.m.
11	PALMETTO SOUTH (605)	9/21/2015	2:25 p.m.	2:29 p.m.
		11/16/2015	4:44 p.m.	5:00 p.m.
12	PHASE III (164)	9/21/2015	2:07 p.m.	2:14 p.m.
		11/24/2015	1:38 p.m.	1:57 p.m.
13	PHASE III (163)	9/21/2015	2:07 p.m.	2:14 p.m.
		11/24/2015	1:38 p.m.	1:57 p.m.
14	PHASE III (162)	9/21/2015	2:07 p.m.	2:14 p.m.
		11/24/2015	1:38 p.m.	1:57 p.m.
15	SAMPSON HALL (048)	9/21/2015	2:40 p.m.	2:50 p.m.
		11/24/2015	2:13 p.m.	2:26 p.m.
16	TRUTH HALL (044)	9/15/2015	2:10 p.m.	2:17 p.m.
		11/6/2015	2:25 p.m.	2:33 p.m.

17	WHEATLEY/CROPPER HALL (046/051)	CLOSED	N/A	N/A
		CLOSED	N/A	N/A
18	YOUNG HALL (005)	9/21/2015	2:40 p.m.	2:50 p.m.
		11/24/2015	3:00 p.m.	3:12 p.m.
34 TOTAL DRILLS				

SPRING SEMESTER 2015

	BUILDING NAME	DRILL DATE	START TIME	FINISH TIME
1	Gibbs HALL (048)	2/3/2015	11:00 a.m.	11:05 a.m.
		3/20/2015	2:11 p.m.	2:35 p.m.
2	FAMU Village (136)	2/3/2015	10:50 a.m.	10:55 a.m.
		3/20/2015	4:30 p.m.	4:45 p.m.
3	PADDY-FOTE A (117)	3/20/2015	10:15 a.m.	10:20 a.m.
		4/7/2015	1:42 p.m.	1:52 p.m.
4	PADDY-FOTE B (118)	3/20/2015	10:15 a.m.	10:20 a.m.
		4/7/2015	1:42 p.m.	1:52 p.m.
5	PADDY-FOTE C (115)	3/20/2015	10:15 a.m.	10:20 a.m.
		4/7/2015	1:42 p.m.	1:52 p.m.
6	PADDY-FOTE D (116)	3/20/2015	10:15 a.m.	10:20 a.m.
		4/7/2015	1:42 p.m.	1:52 p.m.
7	PALMETTO SOUTH (609)	2/3/2015	11:30 a.m.	11:50 a.m.
		3/20/2015	2:11 p.m.	2:30 p.m.
8	PALMETTO SOUTH (608)	2/3/2015	11:30 a.m.	11:50 a.m.
		3/20/2015	2:11 p.m.	2:30 p.m.
9	PALMETTO SOUTH (607)	2/3/2015	11:30 a.m.	11:50 a.m.
		3/20/2015	2:11 p.m.	2:30 p.m.
10	PALMETTO SOUTH (606)	2/3/2015	11:30 a.m.	11:50 a.m.
		3/20/2015	2:11 p.m.	2:30 p.m.
11	PALMETTO SOUTH (605)	2/3/2015	11:30 a.m.	11:50 a.m.
		3/20/2015	2:11 p.m.	2:30 p.m.
12	PHASE III (164)	2/3/2015	11:51 a.m.	12:15 p.m.
		3/20/2015	4:15 p.m.	4:30 p.m.
13	PHASE III (163)	2/3/2015	11:51 a.m.	12:15 p.m.
		3/20/2015	4:15 p.m.	4:30 p.m.
14	PHASE III (162)	2/3/2015	11:51 a.m.	12:15 p.m.
		3/20/2015	4:15 p.m.	4:30 p.m.
15	SAMPSON HALL (048)	2/3/2015	9:15 a.m.	9:30 a.m.
		3/20/2015	11:00 a.m.	11:15 a.m.
16	TRUTH HALL (044)	2/3/2015	9:45 a.m.	10:00 a.m.

		3/2/2015	1:20 p.m.	1:45 p.m.
17	FAMU VILLAGE (136)	2/3/2015	9:20 a.m.	9:40 a.m.
		3/20/2015	4:30 p.m.	4:50 p.m.
18	YOUNG HALL (005)	2/3/2015	9:15 a.m.	9:30 a.m.
		3/20/2015	11:00 a.m.	11:15 a.m.
36 TOTAL DRILLS				

SUMMER SEMESTER 2013

	BUILDING NAME	DRILL DATE	START TIME	FINISH TIME
1	GIBBS HALL (048)	7/9/2015	1:30 p.m.	1:36 p.m.
2	MCGUINNS/DIAMOND (043/047)	7/8/2015	11:33 a.m.	11:37 a.m.
3	PADDY-FOTE A (117)	7/9/2015	10:12 a.m.	10:28 a.m.
4	PADDY-FOTE B (118)	7/9/2015	10:12 a.m.	10:28 a.m.
5	PADDY-FOTE C (118)	7/9/2015	10:12 a.m.	10:28 a.m.
6	PADDY-FOTE D (118)	7/9/2015	10:12 a.m.	10:28 a.m.
7	PALMETTO SOUTH (609)	7/8/2015	1:20 p.m.	1:27 p.m.
8	PALMETTO SOUTH (608)	7/8/2015	1:20 p.m.	1:27 p.m.
9	PALMETTO SOUTH (607)	7/8/2015	1:20 p.m.	1:27 p.m.
10	PALMETTO SOUTH (606)	7/8/2015	1:20 p.m.	1:27 p.m.
11	PALMETTO SOUTH (605)	7/8/2015	1:20 p.m.	1:27 p.m.
12	PHASE III (164)	7/8/2015	1:42 p.m.	1:49 p.m.
13	PHASE III (163)	7/8/2015	1:42 p.m.	1:49 p.m.
14	PHASE III (162)	7/8/2015	1:42 p.m.	1:49 p.m.
15	SAMPSON HALL (048)	7/9/2015	1:50 p.m.	1:56 p.m.
16	TRUTH HALL (044)	7/8/2015	11:10 a.m.	11:15 a.m.
17	WHEATLEY/CROPPER HALL (046/051)	7/8/2015	11:20 a.m.	11:25 a.m.
18	YOUNG HALL (005)	7/8/2015	2:05 p.m.	2:09 p.m.
18 TOTAL DRILLS				

SECTION 4 - POLICIES /RULES

The following are excerpts from the Residence Life Handbook, and represent the policies and rules on portable appliances, smoking, and open flames, and tampering with fire safety equipment in student housing facilities. These rules are enforced by the Housing Department.

Appliances

Residence halls have definite limits on the capabilities of their electrical systems. Overloading these systems can present a fire and safety hazard. Small microwave ovens are permitted. Refrigerators, which operate at 115 volts and are a maximum of 3.6 cubic feet, are permitted in residence hall rooms. Only UL approved, sealed unit coffee makers and air popcorn poppers are allowed. Use of other appliances such as radios, TVs, stereos, desk lamps with non-halogen bulbs, or electric blankets are permitted provided that the total electrical requirements do not exceed the capacity of the system, and the equipment is kept in safe operating conditions. No outside antennae of any type is permitted. Unauthorized appliances will be confiscated and stored until the student checks out of the housing facility. The student will be charged a fine of \$25 for each appliance

confiscated. Items that are not permitted include but are not limited to:

Not permitted in Traditional Residential Facilities

George Foreman Grills
Ovens/Broilers
Crock Pots

Not permitted in Traditional and Apartment Facilities

Immersion Heaters
Hot Plates
Toaster Ovens
Open Surface Heating Appliance
Electric Skillets
Incense/Candles
Toasters
Sun Lamps or Tanning Beds
Electrical heating pad or Blankets
Space Heaters
Barbeque Grills
Lava Lamps
Halogen Lamps
Subwoofers
Extension cords

Bicycles*

Bicycles may not block the hallways or doorways of the residential facilities. Bicycles can be stored in residence hall rooms with the consent of the roommate. If a bicycle is stored in a room it must not block the door or be ridden in the hall. Bicycles may not be tied, locked, or secured in any way to permanent fixtures, to include but not limited to:

1. Buildings
2. Trees
3. Handrails
4. Banisters
5. Walk Guardrails

Bicycles secured to permanent fixtures, other than bicycle racks, will be removed at the owner's expense.

*Bicycle as used in this section does not include gasoline and/or battery operated bicycles. Please see motorized vehicles for gasoline and/or batter operated bicycles.

Holiday Trees and Decorations

Due to the National Fire Protection Association codes and safety concerns within residence halls, cut/live Christmas trees are not permitted in residence hall rooms. Decorations maybe used as long as they do not create health or fire hazards or damage to the room. No decorations may hinder the use of or restrict access to hallways, doorways, stairs, corridors, or fire related equipment. Do not attach anything to or tamper with light fixtures or exit signs. These restrictions apply to student rooms, as well as public areas. Christmas tree lights may only be used for two weeks prior to the end of the fall semester. Only small bulbs may be used. Single strand lights with small bulbs may be used during the regular year but more than one strand may not

be connected together at any time. To comply with regulations from the State Fire Marshal, both sides of room doors may not be decorated with anything other than message boards.

Electrical Power Strips

Do not overload electrical circuits. The use of UL listed multiple outlet strips with built in 15-amp fuse or circuit breaker protection is recommended. Multiple plug adapters (octopus type), extension cords, plug-ins with extra outlets, and any kind of outlet extenders are not allowed in residential facilities. Violation of this rule will result in a fine and the items will be confiscated and stored until the student permanently checks out from the housing facility.

Emergency Exits

The paths to the exit doors, windows, to appliances, and vents must be clear at all times throughout the living unit. Failure to do so will result in disciplinary action.

Emergency/Safety Equipment/Fire Alarm System

Tampering, damaging, or inhibiting the use of emergency/safety equipment including propping open doors in any residential facility is prohibited. Residents may not use emergency equipment for any purpose other than emergency use. Residents involved in such activities will be subject to disciplinary action and may be removed from residential facilities. This regulation includes, but is not limited to fire extinguishers, heat and smoke detectors, exit lights or panels, fire alarm pull stations, sprinkler heads or locked exterior doors. Tampering with emergency/safety equipment could endanger everyone. Tampering with fire equipment will result in disciplinary action, with a minimum fine of \$50 and/or criminal charges filed with up to a \$500 fine.

Fireworks, Explosives, and Hazardous Materials

Fireworks, smoke bombs, and explosives of any kind are not permitted in the residence halls or on campus. Please see the FAMU Police Department for more information. There are no exceptions to this policy.

Halogen Lamps, Torch, or Touchier Lamp

Due to fire safety concerns, all kinds of lamps that contain halogen bulbs are not permitted in any residence hall rooms. Halogen light bulbs can reach temperatures over 1000° F. The fine for having a halogen lamp is \$25, and the lamp will be confiscated and stored until the student checks out from Housing.

Open Flames (Candles & Incense)

Candles (with or without a wick), wax sculptures, incense, fireworks (all types, including sparklers) are considered to be open flame items and therefore a fire hazard. **These items are prohibited on the grounds, and in student residence halls and apartments.** Possession of items violating this policy will result in disciplinary action.

Smoking/Tobacco and Nicotine Use

Smoking of any and all substances (including, but not limited to cigarettes, cigars, pipes, cloves, etc.) is prohibited in all buildings and residence facilities at Florida A&M University. Vaping, hookahs, and any and all nicotine delivery systems (including electronic systems) are also prohibited in all residential facilities. Tobacco use (e.g., smoking cigarettes, smoking electronic cigarettes) is not permitted in any apartment, room, hallway (including the apartment area hallways), stairwell, lounge or entryway of any residential facilities. Those who are smokers must be an adequate distance away from any building while smoking (minimally 30 feet). Violators will be fined and/or sanctioned. Also see Florida Statute Section 386.201, known as the "Florida Clean Indoor Air Act" for more information.

Enforcement/Fines

Tampering with any safety devices in the residential facilities is prohibited. Violations can result in: (1) fines; (2) costs of repair(s); (3) referral to the Office of Student Conduct and Conflict Resolution and/or law enforcement; and (4) removal from the Residence Hall/Apartment and Resident remains fee liable for the duration of the housing contract.

HOUSING EVACUATION AND FIRE PROCEDURES

The following is an excerpt from the University Emergency Contingency Plan and Continuity of Operations plan under FAMU's Compliance Certification Documentation, SACSCOC CCD CS 3.11.1[26], with regard to evacuation of student housing facilities.

Emergency Fire Procedures – Residence Hall Occupants

At the first indication that there might be a fire in the building, or whenever the fire alarm system has been activated, assume there is a fire, and follow these procedures:

1. Activate the building fire alarm, if someone has not already done so.
2. Leave the building, closing doors behind you, but do not lock them. **Do not use elevators.** Go to the pre-designated outside location for your building and stay in that vicinity so that Housing staff may verify that you are out of the building.
3. From a safe location, if it has not already been done, report the suspected fire (or that the alarm is sounding) by calling 911 from a landline phone or (850) 599-3256. Give the building name and location, and the exact location of the suspected fire, if known. Stay on the line to answer any questions by emergency response personnel.
4. Stay out of and clear of the building until authorized by emergency personnel to re-enter.
5. If you think someone is still in the building, inform emergency personnel immediately. Response time from Tallahassee Fire Department to FAMU facilities is very short. With this in mind, do not jeopardize your own safety to fight a fire. Portable fire extinguishers are to be used only on the smallest of fires, when your personal safety is not at risk.

If you cannot evacuate the building due to smoke or heat, seek temporary refuge in a room with a window, and preferably a phone, and:

1. Stuff towels, sheets, etc. under the door. Wet them first if possible.
2. If there is a phone, call 911 immediately, explain your situation, and give your location. Stay on the line to answer any questions of emergency personnel.
3. Open a window 6 to 8 inches for fresh air. Try to attract attention from outside.
4. Hang a sheet, curtain, etc. in the window to alert emergency personnel.
5. Stay as close to the floor as possible if the room begins to fill with smoke.

Emergency Fire Procedures - Housing Personnel

Housing personnel must take special precautions regarding fire response, due to the population density of residence halls, and the fact that they are occupied by sleeping residents at night. The following additional procedures should be followed by Housing personnel in residence halls:

If the alarm sounds, there is a fire reported, or there is any other indication there may be a fire, **always assume that there is a fire! Immediately pull the fire alarm if it has not already been pulled!**

Each Resident Assistant (RA) is responsible for making a diligent effort to ensure his/her area of responsibility is immediately evacuated from the building. However, RA's should not risk their own safety to ensure their halls are evacuated.

The Housing staff member of highest authority in the residence hall is responsible for immediately calling 911 and reporting the emergency. **Do not assume the alarm system is automatically notifying emergency personnel.** This notification system has been known to fail. The 911 call is essential to a timely response to the suspected fire. Never assume someone else has made the call.

Once outside, RAs and SAs should address the possibility that residents from their hall(s) may not have been awakened and/or may not have evacuated. If you think a resident may still be in the building, immediately inform emergency response personnel of their likely location. Do not allow residents to re-enter the building until emergency personnel authorize re-entry.

Due to the unique environment of university residence halls, malicious and accidental false alarms are a fact of life. It is essential that residence hall staff, regardless of the number of recent false alarms, **always react to a fire alarm assuming that there is in fact a fire.**

7.0 POLICIES FOR FIRE SAFETY EDUCATION AND TRAINING

At the beginning of each school year, prior to the residence halls opening, a training/orientation seminar of several days in duration is presented by the Housing Department for residence hall staff. Fire safety is a component of this training seminar. The Environmental Health & Safety Department and a trainer from the Tallahassee Fire Department provide a fire safety training session to the residence hall staff upon request. Primary areas of focus include: responding to fires and fire alarms; fire drills; fire prevention in the residence halls; the importance of compliance with housing rules relevant to fire prevention; evacuation of buildings; accounting for all student occupants; and respect for fire safety equipment and early warning systems in the buildings. The fire safety training session typically lasts from one to one and a half hours. There are a minimum of two fire drills in each residence hall each semester that the halls are occupied, and these serve as excellent practical training sessions. The university fire safety officer conducts the drills and interacts with residence hall staff regarding their responsibilities and how well the staff and occupants responded to the drill.

8.0 REPORTING OF FIRES

For the purpose of including a fire in the statistics in the annual fire safety report, a list of the titles of each person or organization to which students and employees should report that a fire occurred is included below:

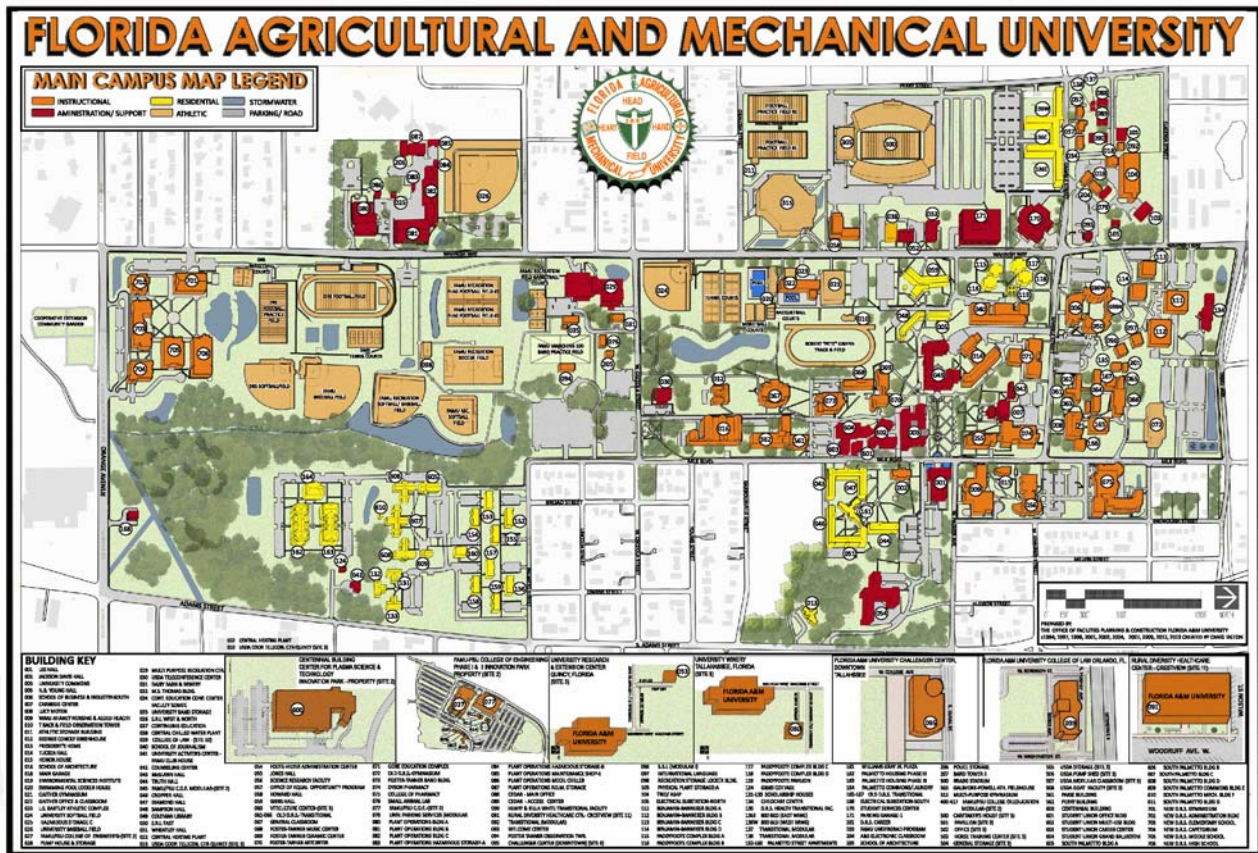
Location	Name	Phone	Email Address
**	911	911	--
DCSS (Campus Police)	FAMU Dispatch	599-3256	www.famu.edu/publicsafety
Environmental Health & Safety (EHS)	FAMU EHS	599-3442	www.famu.edu/ehs

Paddyfote Complex	Garrett, Shatearra	599-3694	shatearra.garrett@famuedu
Gibbs Hall	Cummings, Larry	599-3970	larry.cummings@famuedu
Sampson & Young	Johnson, William	412-6561	william.johnson@famuedu
Truth Hall	Tillman, Stephanie	599-3922	stephanie.tillman@famuedu
Cropper Hall	Unoccupied	599-3256	Unoccupied
McGuinn/Diamond	Unoccupied	599-3256	Unoccupied
Palmetto North	Unoccupied	599-3256	Unoccupied
Palmetto South	Knight, Ella	561-2900	ella.knight@famuedu
Palmetto Phase III	Williams, Solomon	599-8802	solomon.williams@famuedu
FAMU Village East	Oliphant, Alethea	599-8253	alethea.oliphant@famuedu
FAMU Village West	Johnson, Herbert	412-6646	herbert.johnson@famuedu
Males	Zone One	728-5243	N/A
Females	Zone Two	728-5501	N/A
Apartments	Zone Three	728-5530	N/A

9.0 PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

Plans for future fire safety improvements in residence halls include an initiative to renovate or replace all older, traditional residence halls on campus. FAMU Village East and West are the newest residence facilities and inspection data for these facility have been included in this report. Sampson and Young Halls were renovated in August 2011. EHS will continue to foster an improved channel of communication between FAMU EHS Fire Safety Office, the local fire departments and State Fire Marshal. FAMU EHS will continue to collaborate with FAMU PD to provide training in fire safety and campus safety to a wide audience of faculty, staff and students.

FLORIDA A&M UNIVERSITY CAMPUS MAP





Tallahassee Community College

Annual Security Report

2016

TCC-Your College of Choice!



TABLE OF CONTENTS

TABLE OF CONTENTS	2
TCC POLICE DEPARTMENT	3
CONTACT INFORMATION	4
MESSAGE FROM THE CHIEF	5
THE CLERY ACT	6
PREPARING THE ANNUAL SECURITY REPORT	6
LAW ENFORCEMENT AUTHORITY AND PARTNERSHIPS	7
REPORTING CRIMES	7
CAMPUS SECURITY AUTHORITY (CSA)	8
PROFESSIONAL COUNSELORS	8
VOLUNTARY/CONFIDENTIAL REPORTING	8
OFF-CAMPUS CRIMINAL ACTIVITY	9
SECURITY AND ACCESS TO CAMPUS FACILITIES	9
SECURITY CONSIDERATIONS IN BUILDING MAINTENANCE	11
EMERGENCY NOTIFICATIONS	11
TIMELY WARNINGS	13
EMERGENCY RESPONSE AND EVACUATION PROCEDURES	14
CAMPUS SAFETY AND CRIME PREVENTION EDUCATION	15
BYSTANDER INTERVENTION	16
The Five Steps of Bystander Intervention (adapted from Darley & Latane):	16
Bystander Intervention Techniques	16
TCC POLICE R.A.D. (RAPE AGGRESSION DEFENSE)	17
FIREARMS AND WEAPONS	17
ACTIVE SHOOTER	18
MISSING PERSONS	19
ALCOHOL AND DRUG POLICY	20
SUBSTANCE ABUSE EDUCATION	21
SEXUAL ASSAULT PREVENTION AND RESPONSE	22
Risk Reduction	23
DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING	24
VICTIM RIGHTS, CONFIDENTIALITY, AND REPORTING	26
EQUAL ACCESS/EQUAL OPPORTUNITY, DISCRIMINATION, SEXUAL MISCONDUCT, AND UNLAWFUL HARASSMENT	27
STUDENT CONDUCT CODE	32
SEX OFFENDER REGISTRATION INFORMATION	63
OFFENSE DEFINITIONS	64
GEOGRAPHIC DEFINITIONS	67
SOURCES FOR CRIME STATISTICS	68
CRIME STATISTICS	69

TCC POLICE DEPARTMENT



The Tallahassee Community College Police Department is located on the second floor of the Centre Building (# 9), centrally located on the main campus across from the Library and the Student Union. The TCC Police Department provides service 24 hours a day, seven days a week, and is an integral part of TCC's commitment to developing and maintaining a safe and secure campus through the cooperative efforts of many departments and campus organizations.

The TCC Police Department is comprised of sworn law enforcement officers, non-sworn public safety officers, and support staff including public safety communications officers, and administrative staff. In order to accomplish our mission of ensuring a safe and secure campus, all members of the department receive continuous training, and safety training programs are offered to the entire campus throughout the year.

In September 2013, the Tallahassee Community College Police Department became the first of the state college police departments in Florida to be granted full accredited status by the Commission for Florida Law Enforcement Accreditation (CFA). Accreditation is a prestigious award that recognizes the department's commitment to the most contemporary policing standards.



The department provides a full range of police services, including, but not limited to: investigating all crimes committed in its jurisdiction, making arrests, providing safety services programs, enforcing traffic laws, and providing assistance to students, faculty, staff and visitors to our campus. In addition, the police department maintains a close liaison with local, state and federal law enforcement agencies to implement and coordinate law enforcement operations.

The police department understands the overall academic mission of Tallahassee Community College and strives to play a vital role in enhancing that mission. Concern for the community's well-being, a desire to provide service and assistance whenever possible, and a constant desire to support the academic environment are all factors inherent in the department's daily operations and policies.

CONTACT INFORMATION

Hours of Operation and Contact Information

The hours of operation are 24 hours a day, 7 days a week (including weekends and holidays).

Location Second Floor, Centre Building (Building 9)
Mailing Address 444 Appleyard Drive, Tallahassee, Florida 32304

Dispatch – Non-emergencies (850) 201-6100
Dispatch – Emergencies 9-1-1
E-mail Address campuspolice@tcc.fl.edu

Chief of Police – Chris Summers (850) 201-6446
Patrol Operations – Lieutenant Wayne Rabon (850) 201-8028
Evening Shift Supervisor -- Sergeant Greg Gibson (850) 201-8018
Office Manager – Jackie Willis (850) 201-6125
Records Office (850) 201-6098
Emergency Management and Safety – GW Lupton (850) 201-8019
Environmental Safety Technician (850) 201-8458
Crime Prevention (850) 201-8028
Investigations (850) 201-8028
Training and Special Events (850) 201-8018



MESSAGE FROM THE CHIEF



On behalf of the dedicated members of the Tallahassee Community College Police Department, it is my pleasure to welcome you to the TCC campus community.

The Tallahassee Community College Police Department is committed to providing a safe and secure learning environment in which our faculty and staff can prepare our students for academic success now and career challenges in the future.

The Tallahassee Community College Police Department (TCC PD) patrols 85 buildings and six campus locations across three counties. The department is charged with

implementing safety and security standards and providing full police and security services to the college 24 hours a day, 365 days a year. The 32 member police department consists of state certified police officers, non-sworn public safety officers, police communications members, administrative support and emergency management staff.

Uniformed police and public safety officers proactively patrol the campus in police vehicles, golf carts, bicycles, on foot and on our Segway to ensure our maximum response and visibility. In addition, a kiosk desk in the Student Union is staffed daily by uniformed police department members to assist students.

It is my sincere desire to ensure your safety needs are met while you are either on or off campus. Please take the opportunity to read and interact with me via my blog. It is a great way for me to share tips and safety information with you in an informal way. If you need any assistance, please contact our department at 850-201-6100 or visit our Police Department page on the TCC website.

<https://www.tcc.fl.edu/about/college/administrative-services/campus-police/>

Sincerely,

Chief Chris Summers

SUMMERSC@tcc.fl.edu

<https://www.tcc.fl.edu/Current/PoliceDepartment/Chief/Pages/default.aspx>

THE CLERY ACT

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act (Title II of Public Law 101- 542).

This amendment required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998, the act

was re-named the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act in memory of Jeanne Clery, a university student who was killed in her dorm room in 1986. More commonly known as the Clery Act, this law requires all colleges and universities to:

- Collect, classify and count crime reports and statistics
- Issue campus alerts
- Publish an annual security report
- Submit crime statistics to the Department of Education
- Maintain a daily crime log

PREPARING THE ANNUAL SECURITY REPORT

In order to meet requirements of the Clery Act, this annual security report is compiled and prepared by the TCC Police Department in cooperation with many campus departments, including:

- Academic Support
- Campus Security Authorities (CSAs)
- Human Resources
- Plant Operations
- Emergency Management Services
- Student Affairs
- Student Conduct
- College Equity Officer and Title IX Coordinator

Crime and disciplinary referral statistics are collected from the above groups, while statistical information for activity that occurs off campus is retrieved from local law enforcement authorities.

For purposes of making timely warning reports and the annual statistical disclosure required under the Clery Act, the campus community should report crimes to either the TCC Police Department, or a Campus Security Authority (CSA).

LAW ENFORCEMENT AUTHORITY AND PARTNERSHIPS



The Tallahassee Community College Police Department derives law enforcement authority from Florida Statute Section 1012.88, and has full arrest powers for violations occurring on or in any property or facilities of the College.

Additionally, mutual aid or other cooperative agreements have been implemented with the Leon County Sheriff's Office, Tallahassee Police Department, Gadsden County Sheriff's Department and the Wakulla County Sheriff's Department.

Any reported criminal activity that may involve an officially recognized student organization will be investigated by the TCC Police Department in cooperation with Student Conduct and local law enforcement agencies.

REPORTING CRIMES

Members of the TCC community – students, staff, faculty, vendors and visitors - are encouraged to promptly report known or suspected crimes to Campus Police or the external law enforcement agency with jurisdiction. If you are the victim of a crime, or see crime occurring on campus, please call the TCC Police Department at **(850) 201-6100**, or in the **case of an emergency dial 9-1-1**.

9-1-1 telephone calls will be answered by the Leon County Consolidated Dispatch Authority. The Dispatch Authority will contact TCC Police Department to advise of the call and to coordinate an emergency response to our campus.

If you are involved in an off campus incident requiring the assistance of local public safety agencies, please call **(850) 606-5800**.

Students and employees are encouraged to accurately and promptly report all crimes to campus police and the appropriate police agencies, when the victim of a crime elects to, or is unable to make such a report. Timely notification can be made by phone, in person, or by Silent Witness.

CAMPUS SECURITY AUTHORITY (CSA)

Although the reporting of criminal activity directly to the TCC Police Department is encouraged, crimes may also be reported to Campus Security Authorities (CSA). CSAs are college officials who have responsibility for campus security or who have significant responsibility for student and campus activities. Campus Security Authorities are responsible for forwarding non-identifying information to the TCC Police Department for inclusion in the annual security report, regardless of whether or not the victim chooses to file a report with law enforcement or press charges.

As defined under the Clery Act, CSAs include college deans and associate deans, athletic director and assistant staff, athletic team coaches, faculty advisors to student groups, and campus staff involved in disciplinary and judicial proceedings. Please be aware that information forwarded by CSAs is for statistical purposes only. If you wish to have your case reviewed by an officer and possibly pursue criminal charges, you must file a report with the TCC Police Department.

PROFESSIONAL COUNSELORS

TCC Counseling Center provides crisis counseling and assists students with referrals to community mental health providers. TCC Counseling Center is located in Student Support Services on the second floor of the Student Union. They can be reached by phone at **(850) 201-7726**. Both pastoral and professional counselors are encouraged to inform individuals they are counseling, if and when they deem it appropriate, of procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

VOLUNTARY/CONFIDENTIAL REPORTING

If you are the victim of a crime, we encourage you to file a crime report. If you would like to maintain confidentiality and do not wish to pursue action within the college or criminal justice system, you are encouraged to consider filing a confidential report for purposes of inclusion in the annual disclosure of crime statistics. These types of reports can be made to the TCC Police Department or any Campus Security Authority. You may also utilize the Silent Witness submission located on our web site:

<https://www.tcc.fl.edu/about/college/administrative-services/campus-police/silent-witness/>

Silent Witness

If you are aware of information regarding criminal activity or other suspicious matters that have occurred on campus, please feel free to reach out to the TCC Police Department through Silent Witness. You may remain anonymous or you may provide your name if you desire, we just appreciate your information. Remember that sometimes it just takes one tip to solve or prevent a crime - your tip might be that important one

OFF-CAMPUS CRIMINAL ACTIVITY

The TCC Police Department does not provide law enforcement services to off-campus residences of students. Criminal activity at off-campus locations should normally be reported to the local law enforcement jurisdiction. The TCC Police Department maintains a solid working relationship with allied law enforcement agencies and facilitates the exchange of relevant information as appropriate. We are available to assist with the coordination of information and the appropriate referral services.

SECURITY AND ACCESS TO CAMPUS FACILITIES



Main Campus

Many campus buildings utilize alarms, panic buttons and video cameras to enhance security in their areas. The TCC Police Department provides safety escorts during the evening hours upon request.

During business hours, TCC campus is open to students, parents, employees, contractors and guests. During non-business hours, access to campus facilities is restricted to those with issued keys, or to those admitted for unscheduled access through the TCC Police Department after verification of identity and *authorization*.



Ghazvini Center for Healthcare Education



Wakulla Center



Florida Public Safety Institute
(Pat Thomas Law Enforcement Academy)



Quincy House



Capitol Center

SECURITY CONSIDERATIONS IN BUILDING MAINTENANCE



During the year, surveys are conducted to review issues and identify areas of concern with respect to building security, campus lighting, landscaping and other potential safety and security issues. Lighting and safety hazards identified during routine patrol of the campus are forwarded on an ongoing basis to Plant Operations.

EMERGENCY NOTIFICATIONS

The TCC Board of Trustee's policy 12-22, authorizes the President or designee to declare an emergency on campus or at any of the College's sites. The President or designee is authorized to establish plans and procedures that enhance the protection of lives and property through the effective use of College and/or community resources in responding to an emergency or disaster on campus or at any of the College's sites.

TCC ALERT

TCC ALERT is the official emergency notification system for the Tallahassee Community College. TCC Alert messages are issued in response to a significant emergency or dangerous situation involving an immediate threat to the health or safety of persons on campus. The alert messages will include information regarding the applicable location, type of emergency, and response and evacuation procedures.

During an emergency you should NOT call the Police Department if you are merely seeking updated information. We recommend that you access the Alerts webpage to track the most current situational information.



TCC ALERT messages will be sent to all TCC students, faculty and staff through:

- Text messages to cellular phones
- E-mail messages
- Telephone messages to all phone numbers listed on your EagleNet profile
- Telephone voice messages to all college phones, including all classroom telephones

TCC Website

During an emergency, TCC's home page will automatically convert to the Alerts webpage in order to share the most current situational information.

Alerts Website

TCC's Alerts Web site is your source for up-to-the-minute information from the College. Within minutes of an emergency, TCC will post details regarding the emergency, protective action recommendations and official announcements regarding cancellations, closures, etc. This page is available 24 hours a day, 365 days a year. Students, faculty and staff are encouraged to bookmark this page for quick access.

Weather Alerts

The WeatherSTEM Unit contains instruments that measure a variety of conditions, including:

- Solar and UV Radiation, Rain Rate and Rainfall
- Temperature and Humidity, and Wind

The station uses the wireless Vantage Pro 2 with fan-aspirated radiation shield and WeatherLinkIP from Davis Instruments. Each site has an integrated Station Portal that displays live weather data. Listed below are a few key features of this portal:

- Lessons and Activities
- Current Weather Conditions
- Weather Forecasts and Alerts
- Daily Sky Videos
- Data Mining

Also, weather information and alerts can be accessed via text, email, and phone.

Outdoor Warning Sirens

TCC has two outdoor warning sirens on the main campus and two more located at the Pat Thomas Law Enforcement Academy. During an emergency, TCC may choose to sound the sirens. The siren alert tones, which are very loud and distinct, will include verbal directions and should be easily heard by anyone who is outdoors on the main campus.

Computer Pop-up Messages

Through Alertus Desktop Alert, a desktop messaging system, TCC can send emergency notification messages to all classroom, office and lab computers on campus.



Facebook

Tallahassee Community College has a presence on the popular social networking website, Facebook. This page will provide Facebook users in the TCC network the opportunity to obtain official emergency information in their news feeds. "Like" [TCC's Facebook page](#) to receive notices and updates from the College.

Twitter

TCC is on Twitter. [Become a follower](#) to receive "tweets" from the College during emergency events.

TIMELY WARNINGS

A timely warning may be issued by the Chief of Police in order to alert the campus community to a serious or continuing threat. The intent of the warning is focused on criminal incident(s) in order to enable the campus community to protect themselves and will be issued as soon as pertinent information is available. Events that qualify for timely warnings include, but are not limited to, the following:

- Homicide
- Manslaughter
- Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Hate Crimes
- Any crime considered to represent a threat to the public



The warning will be distributed utilizing one or more of the following systems:

- Campus e-mail
- Text messages to cellular phones
- Telephone messages to all phone numbers listed on your EagleNet profile
- Telephone voice messages to all college phones, including all classroom telephones
- TCC web site

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The campus Comprehensive Emergency Management Plan (CEMP) provides the framework for an organized response to various human-caused and natural emergency situations. These emergencies include fires, hazardous spills, flooding, explosion and civil disorders.

TCC conducts emergency response exercises each year, such as tabletop drills, field exercises and tests of the emergency notification systems on campus.

Certain emergency situations may require that TCC Community members are directed to **“Shelter in Place”**. This protective action is aimed to keep students, faculty, staff and visitors safe while remaining indoors. SHELTER-IN-PLACE means selecting a secure, interior room if possible, with no or few windows, and taking refuge there.

In the event of an emergency on campus, TCC has a number of specially trained faculty and staff members who serve as “Building Captains”. TCC Building Captains can be readily identified by their red vest. Building Captains will assist TCC community members and visitors with directions for sheltering in place, emergency incident information and safe evacuations. The link for the CEMP is below:

<https://www.tcc.fl.edu/about/college/administrative-services/campus-police/emergency-management/>

DAILY CRIME LOG

Consistent with the Clery Act requirements, the TCCPD maintains a Daily Crime Log that lists, by the date an incident was reported, all crimes brought to the attention of TCCPD that occur: on campus; in a non-campus building or property owned or operated by TCC or its students “in a reasonably contiguous geographic area”; on public property within, adjacent to, or immediately accessible from the campus; or within the department’s patrol jurisdiction. The Daily Crime Log is available for public inspection at the TCCPD headquarters, located on the second floor of the Center Building located on our main campus, or on our website:

<https://www.tcc.fl.edu/about/college/administrative-services/campus-police/campus-crime-statistics/tccpd-daily-logs/>

The Daily Crime Log includes the nature, date, time and general location of each crime reported to the department, as well as its disposition if this information is known at the time. TCCPD posts incidents in the Daily Crime Log within two business days of receiving a report of an incident, and, in accordance with Clery Act requirements, may exclude incidents from the log in certain circumstances, particularly those in which inclusion may compromise the investigation.

CAMPUS SAFETY AND CRIME PREVENTION EDUCATION

The TCC Police Department actively participates in efforts to educate the campus community about crime awareness, personal safety and wellness. Safety and crime prevention presentations are available to students and staff throughout the school year and by special request. Additionally, TCC Police Department provides campus safety information during Orientation to parents and students. Presentations covering a variety of topics are available, to include, among others:

- ◇ Bicycle Safety – learn about safety equipment and proper adjustment of gear; rules of the road; and, campus policies.
- ◇ Sexual Assault and Rape Prevention – the goal of this program is simple -- to stop sexual assault and rape from happening in the first place. This course covers topics such as safe dates and dating; setting and maintaining boundaries; and, personal safety.
- ◇ Vehicle and Residential Safety – discover the “who, what, when and where” of burglaries and how to prevent becoming a victim.
- ◇ Personal Safety – provides tips on how to promote self-awareness and increase personal safety.
- ◇ Identity Theft and Crime Prevention – protecting personal information and sensitive items like bank numbers.
- ◇ Alcohol and DUI Prevention – covers the effects of alcohol and drugs on the body’s reaction times; personal awareness; and, designated drivers.
- ◇ Drug Awareness and Prevention – educates the participant on how the brain works and the effects of drugs (illicit or prescribed) have on it; and the process and prevention of addiction.
- ◇ Conflict Resolution – defines conflict resolution and the why, when and how to resolve conflict.

Safety Tips

- When leaving your vehicle, park in a well-lit area, make certain your lights are off, keys are in your hand, and all doors are locked.
- Do not leave valuables in parked vehicles. Valuables should be left at home, placed in the vehicle's trunk, or hidden where they cannot be seen from the outside of the vehicle.
- When approaching your parked vehicle, check the surrounding areas for strangers hiding near the vehicle.
- Keep vehicle doors locked while driving on campus.
- Make arrangements with the TCC Police Department for escorts, provided by TCC Public Safety Officers, anytime day or night.
- Report any suspicious incident or individual to the TCCPD as soon as possible.
- Never leave personal property unattended on campus, and mark your books on an internal page for later identification.
- Walk with your head up and notice your surroundings – don’t be distracted by cell phones, texting or fumbling in backpacks, bags or purses.

BYSTANDER INTERVENTION

While the TCC Police Department may offer advice and assistance regarding campus safety, all members of the campus community are encouraged to take responsibility for their own safety and, when possible, assist others through Bystander Intervention.

Most people practice bystander intervention every day. For example, we tell people when they have something stuck in their teeth or have left their car lights on. We hold doors for people carrying groceries. Following are techniques for safe bystander intervention:

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. Try Bystander Intervention Techniques. (We give you some examples below.)
5. Decide to Safely Intervene.

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."

Always use common sense, be proactive, and take precautions. To prevent unauthorized access to campus buildings, do not prop doors open, leave doors unlocked, or open the door for anyone you don't know. Protect the security of your keys and immediately report the loss or theft of keys to the TCC Police Department. Report crimes or any suspicious circumstances to the TCC Police Department.

TCC POLICE R.A.D. (RAPE AGGRESSION DEFENSE)



This course is taught by TCC PD officers who are nationally-certified R.A.D. instructors. Each student is also provided a workbook and manual. The manual outlines the entire physical defense program which facilitates women's personal growth, and further serves as an information source after completion of the course. The R.A.D. system's instructional objective is to develop and enhance the options of self-defense, so such options become viable considerations to the woman who might become the victim of an attack. R.A.D. is a twelve-hour course and is offered at various times throughout

the year. The program is open to students, staff and faculty. For more information, please contact the TCC PD at 201-6100, or email **TCCPDRAD@tcc.fl.edu**.

FIREARMS AND WEAPONS

Laws pertaining to firearms, weapons, or destructive devices on campus property can be found in Chapter 790 of the Florida Statutes. Florida law prohibits possessing or discharging weapons or firearms at a school-sponsored event or on school property.

In addition to legal ramifications, disciplinary action may be initiated by TCC against any student or student organization found responsible for committing the following:

- Possession, storage or display of firearms, fireworks, explosives, ammunition, dangerous chemicals, and/or any object or dangerous substance in any way, including but not limited to knives, firearms, blackjacks, "chukka" sticks or containers of noxious material.

- Use or discharge of firearms, fireworks, explosives, ammunition, dangerous chemicals, noxious materials and/or other objects or substances used as an explosive or weapon.
- Possession of realistic replicas of weapons or explosives.



Response to an Active Shooter

To view videos and resources to assist you in the preparation and response to an Active Shooter Incident, access the Campus Police page under the Quick Links menu located on TCC home page and then select Active Shooter.

To inquire about on campus Active Shooter Training, contact GW Lupton at luptong@tcc.fl.edu.

ACTIVE SHOOTER

An “active shooter” is an individual who is engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearms(s) and there is no pattern or method to their selection of victims. Victims are selected at random. This type of event is unpredictable and evolves quickly, knowing what to do can save lives.

When an Active Shooter is in your vicinity, you must be prepared both mentally and physically to deal with the situation. If YOU are in the area of an Active Shooter...
RUN

- ☐ Have an escape route and plan in mind
- ☐ Leave your belongings behind
- ☐ Evacuate regardless of whether others agree to follow
- ☐ Help others escape, if possible
- ☐ Do not attempt to move the wounded
- ☐ Prevent others from entering an area where the active shooter may be
- ☐ Keep your hands visible
- ☐ Call 911 when you are safe

HIDE

- ☐ Hide in an area out of the shooter's view
- ☐ Lock door or block entry to your hiding place
- ☐ Silence your cell phone (including vibrate mode) and remain quiet
- ☐ Remain Quiet and out of sight (if possible)
- ☐ Turn off all lights in the location
- ☐ Improvise a way to secure all doors

FIGHT

- ☐ Fight as a last resort and only when your life is in imminent danger
- ☐ Attempt to incapacitate the shooter
- ☐ Act with as much physical aggression as possible
- ☐ Improvise weapons or throw items at the active shooter
- ☐ Commit to your actions . . . your life depends on it

MISSING PERSONS

If a member of the TCC community has reason to believe that a student is missing, he or she should immediately notify the TCC Police Department at (850) 201-6100. The police department will generate a missing person report and initiate an investigation. Should the TCC Police Department determine that the student is missing, notifications will be made to the following, within twenty-four hours of the determination:

- The student's designated confidential/emergency contact
- The student's parent or legal guardian, if under the age of eighteen and not emancipated
- Surrounding law enforcement agencies

The confidential/emergency contact information will be accessible only to authorized campus officials, and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation. In addition to the notifications mentioned above, once an investigation is initiated, it may include contacting any or all of the following:

- The student's parents
- The law enforcement agency that has jurisdiction where the student's permanent residence is located
- Law enforcement agencies along a route where the student may have likely traveled
- Any other person or entity that may have information as to the whereabouts of the missing student

ALCOHOL AND DRUG POLICY

The College recognizes the serious nature and potentially harmful effects of using controlled substances and alcohol in the workplace and educational setting. TCC Board of Trustee policy 10-09 strictly prohibits the unlawful manufacture, distribution, dispensation, possession or use of controlled substances and alcohol on College property or sites where College activities are conducted.

The operation of a motor vehicle on TCC grounds or property while consuming or under the influence of alcohol or controlled substances is also strictly prohibited.

It is prohibited to possess, distribute, sell or supply alcohol in open or closed containers on any TCC property, including grounds, facilities, athletics fields, or as part of any College's activities or College sponsored event, regardless if on or off campus.

Public intoxication of any individual found in any office, building or property (including parking lots) that are owned or operated by TCC is prohibited and may result in legal and/or disciplinary action.

Definitions

- **“Workplace/Educational Setting”** means any office, building or property (including parking lots) owned or operated by the College, or any other site where work is performed for the College
- **“Possess”** means to have either in or on a person, personal effects, motor vehicles and areas substantially entrusted to the control of the student or employee such as desk, files, lockers
- **“Laws Implemented”** refers to Section 1213 of the Higher Education Act of 1965, as amended by the Drug-Free Schools and Communities Act of 1989 (P.L. LOL-226) (20 U.S.C.s 1145g)

Drugs

The possession, sale, manufacture, or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the TCC Police Department. Violators are subject to TCC disciplinary action, criminal prosecution, fine and imprisonment.

SUBSTANCE ABUSE EDUCATION

Tallahassee Community College recognizes the impact abuse of alcohol and drugs can have on academic, professional and family life. Individuals who may be experiencing difficulty with drugs or alcohol are encouraged to seek assistance. Listed below are various local agencies that can provide counseling and assistance:

Alanon (For families of substance abusers)

(850) 222-2294; www.tallyalanon.org

Alcoholics Anonymous

(For adults and teenagers with alcohol problems)

24-hr line: (850) 224-1818; www.intergroup5.org

Narcotics Anonymous

(For adults and teenagers with drug problems)

(850) 599-2876

Substance Abuse and Mental Health Services:

(800) 662-4357; www.samhsa.gov/treatment

Drug/Alcohol Addiction Assistance

24-hour Helpline/211 Big Bend

Dial 211 or (850) 617-6333; www.211bigbend.org

Apalachee Center

(850) 523-3333; www.apalacheecenter.org

DISC Village

(850) 575-4388; www.discvillage.com

Townsend ARC Addiction Recovery Center

(850) 656-5112; www.townsendarc.com

SEXUAL ASSAULT PREVENTION AND RESPONSE

If you are the Victim of a Sexual Assault

Victims of sexual assault are strongly encouraged to take the following steps:

- Get to a safe place as soon as possible.
- Call the police by dialing 9-1-1.
- Contact the TCC Police Department t (850) 201-6100
- To preserve evidence that will be helpful in prosecution, do not eat, drink, wash, shower, go to the bathroom, douche, or clean up prior to a medical exam.

Tallahassee Community College does not tolerate sex offenses in any form, including sexual assault, sexual misconduct, sexual harassment (unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature), harassment, exploitation, or intimidation. Reports of sex offenses may be made to the TCC Police Department. Reports of sex offenses can be addressed both through the College administrative procedures and through the criminal justice system. TCC will provide assistance in notifying authorities upon a student's request. Any criminal proceeding is entirely separate from administrative proceedings of TCC. Upon request from the victim, or next of kin if the victim is deceased, TCC will disclose the results of a disciplinary proceeding for a violent crime or non-forcible sex offense.

The TCC Police Department offers workshops on violence prevention for the entire campus. In addition, educational programs covering topics such as alcohol and rape, recovering

from an assault, and verbal self-defense are available.

Police officers are trained in the proper identification, collection and preservation of evidence, which is essential to the successful prosecution of most sex offenses. It is crucial that the police department be contacted as soon as possible in cases of sexual misconduct. Reporting the crime to law enforcement also allows action that may prevent further victimization, and can lead to the apprehension of the suspect.

If you do not wish to make a report to the police, you are still encouraged to seek professional medical advice and counseling. (Please note that all healthcare providers are legally required to report all cases of suspected sexual or physical assault to law enforcement.) Additional assistance is available through the following:

Leon County Sheriff's Office Victim's Advocate Unit

- (850) 414-9826

State Attorney's Office Victim's Advocate Unit

- (850) 606-6000

Tallahassee Police Department Victim's Advocate Unit

- (850) 891-4200

TCC Equity Officer & Title IX Coordinator

- (850) 201-6074

Refuge House (Domestic Violence and/or Rape Crisis)

- (850) 681-2111

TCC Counseling Center

- (850) 201-7726

Risk Reduction

With no intent to victim blame, and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org).

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don't know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cellphone is with you and charged and that you have cab money.
7. Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the United States).
11. Don't leave your drink unattended while talking, dancing, using the restroom or making a phone call. If you've left your drink alone, just get a new one.

12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the United States). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
14. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
 - (a) Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
 - (b) Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - (c) Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
 - (d) Lie. If you don't want to hurt the person's feelings, it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
 - (e) Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
 - (f) If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING

Domestic violence, dating violence and stalking are violations of state law and are prohibited on the campuses of Tallahassee Community College. The TCC Police Department provides information on awareness and prevention of these acts of

violence. If you are, or if you know of someone who is, the victim of this type of offense, you are encouraged to contact the TCC Police or a Campus Security Authority. These offenses should be reported to law enforcement to prevent further incidents and injury. Both criminal and on-campus disciplinary action may be taken against the perpetrator of these offenses. On-campus proceedings to review these matters will be conducted by officials who receive annual training on the issues related to domestic violence, dating violence, and sexual assault and stalking, and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. The standard of evidence that TCC will use is the preponderance of evidence presented. Victims of these crimes can also obtain further assistance from the agencies listed above. Upon request from the victim, or next of kin if the victim is deceased, the College will disclose the results of a disciplinary proceeding for a violent crime or non-forcible sex offense.

WHAT TO DO IF YOU ARE THE VICTIM OF DATING VIOLENCE, DOMESTIC VIOLENCE OR STALKING

- *Go somewhere safe. This is your top priority. Get away from the assailant as quickly as possible.
- *Call 9-1-1 to report the incident and to obtain assistance. If it is not an emergency, contact TCCPD at 850-201-6100.
- *Preserve any evidence for use at a later date. Evidence of dating violence, domestic violence and stalking can include handwritten or electronic communications such as text messages, telephone messages and emails, videos and photographs.
- *Know that what happened is not your fault. You are not responsible for the actions of others. No one deserves to be assaulted. No one deserves to be stalked. No one has the right to hurt you or touch you against your will or without your consent. It is not your fault.
- *Seek support. This can be a trusted friend, family member, instructor, and/or professional counselor. You do not have to do this alone.

Domestic Violence is a crime. Florida Statute 741.28 defines domestic violence as any assault, aggravated assault, battery, aggravated battery, sexual assault/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 who is or was residing in the same single dwelling unit. Domestic violence includes physical, emotional, verbal, and sexual abuse.

If you have been the victim, or are afraid you will become a victim of domestic violence, you should contact the police department or you may ask the State Attorney's Office to file a criminal complaint (850-606-6000 or Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida). You also have the right to request an Injunction for Protection.

What is an injunction?

An injunction is a court order signed by a Judge that orders the abuser to have no further contact with you. This includes your place of employment, residence, and telephone contact.

To obtain an Injunction for Protection go to the Clerk of Circuit Court in the Leon County Courthouse, room 153, 301 South Monroe Street, Tallahassee, Florida. Once you have completed the forms a Judge will review them and either grant or deny your petition. If granted, you will be given a Temporary Injunction and a court date to appear before the Judge. **YOU MUST ATTEND THIS HEARING OTHERWISE THE JUDGE WILL DISMISS YOUR INJUNCTION.** The Leon County Sheriff's Department will serve the abuser with the Injunction. A copy of the order should also be provided to the TCCPD.

You do not have to have visible injuries or be married to apply for an Injunction. If you are unable to pay the filing fee you can complete a form to have the fee waived. Make sure you bring a picture identification card with you when you go to the courthouse. Keep a copy of the Injunction with you at all times.

What happens if the abuser violates the order?

In the event that the abuser violates the order you should contact the Police for assistance. If an arrest cannot be made right away you may also file an Order to Show Cause Affidavit with the Clerk of the Circuit Court, room 153, in the Leon County Courthouse. The affidavit will be forwarded to the appropriate authority. Please contact the Victim Advocacy Unit (850-606-6000) if you have any further questions about obtaining an Injunction.

VICTIM RIGHTS, CONFIDENTIALITY, AND REPORTING

To insure victim confidentiality and prevent possible further victimization, TCC and TCCPD will protect the identity of a victim of violent crimes as outlined by the Clery Act and state and federal laws. Personally identifying information will not be included in any publicly available recordkeeping, including required Clery Act reporting and disclosures. Additionally, TCC and TCCPD will maintain any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The term "confidentiality" refers to the circumstances under which information will or will not be disclosed to others. Several campus professionals are designated as

confidential resources. Conversations with these individuals are privileged. Information shared with confidential resources (including information about whether an individual has received services) will only be disclosed to the Title IX Coordinator, and others, only if express written permission is given by the individual, unless there is an imminent threat of serious harm to the individual or to others, or a legal obligation to reveal such information (e.g., if there is suspected abuse or neglect of a minor). Confidential resources may submit non-identifying information about violations of this policy to the TCCPD for purposes of the anonymous statistical reporting under the Clery Act.

Title IX of the Education Amendments of 1972 protects people from discrimination based on sex in education programs or activities which receive Federal financial assistance. Title IX states that: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

Individuals involved in investigations or disciplinary proceedings under this policy are encouraged to exercise discretion in sharing information in order to safeguard the integrity of the process and to avoid the appearance of retaliation. While discretion regarding the process is important, complainants and respondents are not restricted from discussing and sharing information with others who may support or assist them in presenting their case.

Medical and counseling records are privileged and confidential documents that parties will not be required to disclose.

Tallahassee Community College is committed to creating a safe educational environment for all students, faculty, and staff. Sexual misconduct of any kind, including, but not limited to, sexual violence, domestic violence, dating violence, stalking, sexual harassment, or retaliation for reporting such offenses, will not be tolerated. Sexual misconduct also applies in instances where consent cannot be given (e.g. student's age, or use of drugs or alcohol, or other disability). Students are afforded protections from sexual misconduct, and any hostile education environment resulting from such misconduct, regardless of the sex, sexual orientation, or gender identity of either the alleged perpetrator or complainant, including when both are members of the same sex.

EQUAL ACCESS/EQUAL OPPORTUNITY, DISCRIMINATION, SEXUAL MISCONDUCT, AND UNLAWFUL HARASSMENT

The Tallahassee Community College District Board of Trustees have adopted the following Administrative Procedures 03-01AP regarding equal access, equal opportunity, discrimination, sexual misconduct, and unlawful harassment.

A. PURPOSE

To provide a procedure for review, investigation and resolution of discrimination, sexual misconduct and unlawful harassment complaints related to applicants, faculty/staff, students, vendors, or guests of the College.

B. DEFINITIONS

Determination – is the conclusion of a dispute by the rendering of a final decision.

Discrimination - is defined as treating any member of the College community differently than others on the basis of age, color, disability, ethnicity, gender identity, genetic information, marital status, national origin, pregnancy, race, religion, sex, sexual orientation, veteran status or other legally protected classifications.

Preponderance of Evidence Standard – is an evidence standard based on the more convincing evidence and its probable truth or accuracy, and not on the amount of evidence.

Retaliation - is any adverse action taken against the person(s) who makes or supports a complaint of discrimination, sexual misconduct, or unlawful harassment.

Sexual Misconduct – includes, but is not limited to, sexual violence, (which includes any kind of nonconsensual sexual contact), sexual harassment, sexual exploitation or any other conduct of a sexual nature that is nonconsensual, or has the purpose or effect of threatening, intimidating, or coercing.

- a. **Sexual Violence** - is sexual offenses as outline in the Uniform Crime Reporting Handbook, and defined as any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
- b. **Sexual Harassment** - is defined as any unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct or communication of a sexual nature when:
 1. Submission to or rejection of such conduct is used explicitly or implicitly as a basis for any decision affecting terms or conditions of an individual's employment, academic status, participation in any program or activity, or receipt of College services;
 - or
 2. Such conduct has the purpose or effect of interfering with an individual's work performance or academic experience by creating an intimidating, hostile, or offensive environment for work or learning.Sexual harassment can occur between any persons including faculty/staff, students, vendors, or guests.
- c. **Sexual Exploitation** - is defined as taking non-consensual or abusive sexual

advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the sexual misconduct offenses.

Unlawful Harassment - is defined as conduct that is a) unwelcome and b) unreasonably interferes with an individual's ability to learn or work due to the creation of an intimidating, hostile, or offensive environment.

Extended definitions and examples of terms listed above may be found in TCC's Glossary of Terms located on the TCC Equity and Civil Rights web page.

C. GENERAL PROVISIONS

1. The College Equity Officer also serves as the Title IX Coordinator for the College, and is the College's primary internal authority for matters related to this procedure; with responsibility to ensure equal access and equal opportunities for applicants, faculty/staff, students, vendors, or guests of the College.
2. Supporting Committee - In an effort to continuously improve the way the College responds to incidents of discrimination, sexual misconduct and unlawful harassment, the College's Clery Committee shall meet quarterly to review the College's complaint log, ensure compliance with federal and state regulations, and College policy and procedure. The Clery Committee, includes, but is not limited to, the Conduct and Community Standards Officer, the Human Resources Director, College Police Department representative, Athletics Department representative, and the Equity Officer/Title IX Coordinator.

D. REPORTING

The College strongly encourages persons to promptly report any occurrence of discrimination, sexual misconduct, or unlawful harassment. The registering of a complaint will not be used or held against the student or employee, nor will it have an adverse impact on the complainant's educational or employment status.

1. Complaints of discrimination, sexual misconduct, or unlawful harassment involving applicants, faculty/staff, students, vendors, or guests should be filed promptly via Tallahassee Community College's (TCC) on-line [Complaint Form](#), or directly with the College's Equity Officer/Title IX Coordinator at (850) 201-6074, or tolsonr@tcc.fl.edu, or postmark to:

Tallahassee Community College
Attn: Renae Tolson, Equity Officer & Title IX
Coordinator Room 239 Administration Building
444 Appleyard Drive
Tallahassee, FL 32304-2895

2. Any College personnel, vendor or guest who becomes aware of an alleged conduct of discrimination, sexual misconduct, or unlawful harassment must report this information immediately to the College's Equity Officer/Title IX Coordinator.
3. All complaints of discrimination, sexual misconduct, or unlawful harassment will be logged in the TCC Equity and Civil Rights Complaint Log. The log will include the complaint number, complainant's name, person whom the complaint is filed against, incident date(s), brief summary, and the determination/resolution. The Equity Officer/Title IX Coordinator is the official custodian of the log.

E. INVESTIGATING

1. Upon receipt of a complaint, the Equity Officer/Title IX Coordinator will coordinate with TCC's Police Department, the Conduct and Community Standards Officer, the Human Resources Director, and other personnel as appropriate to facilitate a prompt and confidential investigation.
2. The Equity Officer/Title IX Coordinator will assign one of the College's trained investigators as the College's Investigating Official of record for the complaint. The College's Investigating Official will follow state and federal guidelines, College Policy, Administrative Procedure AP03-01, TCC's Sexual Misconduct Guide, and the Student Code of Conduct, as appropriate, in reviewing the complaint.
3. Complainants have 10 work days to provide additional information if their initial complaint does not contain sufficient information for a thorough review.
4. Complaints must be filed within 365 calendar days of an alleged discriminatory or retaliatory act.
5. Complaints can be withdrawn by complainant; however, the College reserves the discretionary right to continue with its investigation.
6. Anonymous complaints are accepted as long as they contain sufficient information to facilitate a thorough review of the allegations.
7. Upon filing a complaint of discrimination, harassment or retaliation with an external agency, the internal complaint may be referred to the College's General Counsel for review, defense or, if deemed appropriate, mediation, conciliation, or settlement with the external agency, or such other actions as may be in the interests of the College, including the termination of the internal process.
8. The Investigating Official will use a preponderance of evidence standard for resolving any conflicts in the evidence, and deciding the facts of the complaint.
9. At the conclusion of the investigation, the Investigating Official will send the investigative report, including proposed resolution, to the College Equity Officer/Title IX Coordinator for review, and determination.

F. RESOLUTION

1. Once the complaint determination is made by the Equity Officer/Title IX Coordinator, the Equity Officer/Title IX Coordinator will communicate the results to all parties involved.
2. If the decision regarding an employee or student complaint is not satisfactory for the complainant or respondent, it may be appealed to the President (for employees that is Step Four of the College's Grievance Procedure 06-16). The complainant or respondent must file a written appeal to the President within seven (7) calendar days after the decision is rendered. The President may adjudicate the complaint based on the records or may call witnesses or examine other documents as deemed necessary. The decision of the President will be final and binding.

G. RETALIATION

1. Retaliatory acts include adverse actions taken against the person who makes or supports a complaint of discrimination, sexual misconduct, or harassment.
2. Students and/or employees who believe that retaliatory actions have been taken against them for having filed a complaint of discrimination, sexual misconduct, or harassment, or having provided testimony in an investigation should notify the College's Equity Officer/Title IX Coordinator. Any such reports will be investigated and findings of retaliatory conduct will be dealt with through appropriate action.

H. CONFIDENTIALITY/PUBLIC RECORDS

1. All information regarding discrimination, harassment, retaliation, and sexual misconduct will remain confidential to the extent possible to provide for an effective investigation, and as allowed by law.
2. Only those individuals necessary for the investigation and resolution of the complaint shall be involved. All parties to the complaint, including witnesses, should treat the matter under investigation with discretion and have respect for the reputation of everyone involved.

Written records developed through the use of this internal complaint process are confidential in accordance with state law until a final determination is made.

STUDENT CONDUCT CODE

The following information is taken from the 2016-2017 TCC Student Handbook:

Section 1. Purpose

The Student Code of Conduct is intended to preserve academic integrity and the safety, health, welfare and well-being of the TCC community and its visitors, while creating learning opportunities and interventions that foster, promote and support the ethical and moral development of TCC students.

To this end, Tallahassee Community College (hereinafter referred to as TCC or the College) is committed to a community of learners through rational inquiry and cooperative resolution of controversial issues. To achieve and support the educational mission and goals of the College, in a safe environment where all students have the same opportunity to succeed academically, TCC shall establish regulations that set forth minimum standards for student behavior through the Student Code of Conduct.

As a postsecondary institution of higher education, TCC encourages students to rise above the minimum standards and work to build a community of learners where all members of the College community show respect for the views of others and accept responsibility for their own actions. Individuals and groups have the right to the freedom of expression, but they must at all times respect the rights of others. The deliberate violation of TCC policies, rules and regulations is counterproductive to building a learning community. Hence, TCC will act immediately to protect the life and property of TCC, while maintaining and balancing the rights of students and the TCC community. The right of every student to learn will be protected by implementing the Student Code of Conduct. Every student who accepts enrollment assumes the responsibility to become familiar with and to abide by College regulations and acceptable standards of conduct. Students who fail to observe College regulations or to maintain acceptable standards of personal conduct on the campus or at College-sponsored functions or facilities are subject to disciplinary action. If an enrolled student is formally charged with a violation of federal, state or local law, or with a delinquent act that would be a felony by a proper prosecuting attorney for an incident, or with conduct that may have an adverse impact on the educational program, discipline or welfare of the College, whether on or off campus, the College has the right to take disciplinary action in accordance with the procedures governing student conduct.

Section 2. Definitions

- **Appellate body**—The term “appellate body” means any person or committee authorized by the president or designee to consider an appeal from a judicial body’s determination that a student has violated the Student Code of Conduct or from the sanctions imposed by the judicial body.

- **College** – The term “College” or “TCC” means Tallahassee Community College.
- **Instructor** – The term “instructor” or faculty means any person hired by TCC to conduct classroom or laboratory in instruction, both on and off-campus or via distance learning.
- **Judicial body** – The term “judicial body” means any person or persons (e.g., Judicial Officer, Discipline Review Board) authorized by the President or designee to determine whether a student has violated the Student Code of Conduct and to determine the imposition of sanctions.
- **Judicial officer** – The term “judicial officer” means a TCC official authorized by the president or designee to administer the Student Code of Conduct, coordinate disciplinary processes of the College, take judicial action on behalf of the College, determine whether a student has violated the student code of conduct, and impose interventions/sanctions. The judicial officer is a judicial body and also acts as the chair of the Discipline Review Board.
- **TCC community** – The term “TCC community” includes any person who is a faculty, staff, student, alumni or affiliate of TCC.
- **TCC official** – The term “TCC official” or “college official” includes any person employed by TCC and/or who performs assigned administrative, educational, instructional or professional responsibilities.
- **TCC campus** – The term “TCC campus” includes all land, buildings, facilities and other property in the possession of or owned, used, leased or controlled by TCC.
- **Student organization** – The term “student organization” means any number of persons or groups who are currently registered or recognized by an official TCC department, program or office, including, but not limited to, student organizations, sports clubs, honor societies and intramural teams.
- **Student** – The term “student” includes any person that:
 - has accepted an offer of admission to the College, regardless if enrolled in classes;
 - has not yet graduated or officially transferred to another college;
 - is taking courses at the College (full-time or part-time) or pursuing undergraduate, certificate, professional, adult education, GED or distance learning courses; or
 - is not enrolled in a particular class, semester or term but who has a continuing relationship with TCC is considered a “student.” If a student’s enrollment lapses for more than one year, the student is still subject to disciplinary action under the Student Code of Conduct if the student intends to resume enrollment at TCC at any time.

Where the word “student” is used it is implied that the same applies or is afforded to a student organization, unless specified otherwise.

Section 3. Judicial Authority

The President of Tallahassee Community College is ultimately responsible for the administration of the Student Code of Conduct and all judicial processes for all students at the College. Administrative authority and responsibility for disciplinary policies and procedures is delegated to the Vice President for Student Affairs. Within the Division of Student Affairs, direct supervisory jurisdiction of disciplinary matters involving violations of the Student Code of Conduct is assumed by the Judicial Officer. The Vice President for Student Affairs shall

determine the composition of judicial bodies and appellate bodies and determine which judicial body, Judicial Officer and appellate body shall be authorized to hear cases.

In some cases, where it is deemed formal disciplinary charges are not in the best educational interest of the student or student organization for student learning, and the student or student organization does not pose a threat or harm to oneself, another person or the TCC community, the Director for Campus and Civic Engagement or designee reserves the right to refer the behavioral matter through a behavioral intervention program or for mediation, rather than formal disciplinary action under the Student Code of Conduct.

In addition, there are specific circumstances where a student's behavior may be a result of psychological/medical reasons. Under these conditions, it is in the best interest and safety of the student and the College community to assist the student by enacting the withdrawal for psychological/medical reasons process, which considers the welfare and mental well-being of the student first. The Vice President for Student Affairs or designee shall reserve the right to enact the process established for handling behaviors resulting from psychological/medical reasons, rather than the disciplinary process.

Section 4. Jurisdiction

Students or student organizations may be subject to disciplinary action whenever actions may violate the Student Code of Conduct or other College policies. TCC reserves the right to take disciplinary action against any student or student organizations for behaviors that occur at TCC, during TCC sanctioned activities or for off- campus conduct that may adversely affect the TCC community. Disciplinary action may be taken by TCC on any act constituting an alleged violation of federal or state law or municipal or county ordinance when the act is contrary to TCC's interests as an academic community, including acts that threaten the lives, health, safety and academic success of TCC students. For violations that do not occur on TCC Property, action will be considered to ensure the safety or integrity of the College.

Section 5. Offenses

Disciplinary action may be initiated by TCC through the Student Judicial office and sanctions imposed against any student or student organization found responsible for committing the following prohibited forms of conduct:

- **-Academic Dishonesty**

- **Plagiarism**

Plagiarism refers to representing the words or ideas of another as one's own in any academic exercise without providing proper documentation of source. Examples include, but are not limited to:

- Copying information word for word from a source without using quotation marks and giving proper acknowledgement by way of footnote, endnote or inner-textual note.
- Paraphrasing or putting into one's own words information from a source without providing proper acknowledgement/ citation.
- Reproducing without proper citation, any other form of work of another person, such as a musical phrase, a proof, experimental data, laboratory report, graphics design or computer code.

- **Cheating**

Cheating refers to using or attempting to use unauthorized materials, information or study aids in any academic exercise. Examples include, but are not limited to:

- Copying from another student's examination, research paper, case write-up, lab report, homework assignment, computer program or other academic assignment or exam.
- Possessing or using unauthorized notes, text or other aids during an examination, quiz or other assignment.
- Looking at someone else's exam before or during an examination.
- Handing in the same paper for more than one course without the explicit permission of the instructors.
- Possessing or using an electronic device that contains unauthorized information for a test or assignment such as programming one's computer or calculator to gain an unfair advantage.
- Soliciting, obtaining, possessing or providing to another person an examination or portions of an exam prior or subsequent to the administration of the exam.
- Talking, whispering or using a cell phone during an examination for the purpose of obtaining answers to questions.

- **Unauthorized Collaboration**

Unauthorized collaboration refers to working with other students without the instructor's permission in the preparation and presentation of reports, laboratory reports, homework assignments, take-home exams, term papers, research projects, case studies or otherwise failing to abide by the instructor's rules governing the academic exercise where the expectation is that the work to be completed is an individual and independent effort. Working in teams and collaborating with others in completing group projects and other assignments must be approved by the instructor.

- **Academic Fabrication**

Fabrication refers to the intentional and unauthorized falsification, misrepresentation or invention of any information, data or citation in any academic exercise. Examples include, but are not limited to:

- Falsifying or altering the data collected in the conduct of research.
- Making up a source as a citation in an assignment or citing a source one did not use.
- Attempting to deceive the instructor or testing agency by creating, altering or resubmitting scores for assignments, tests, quizzes or placement exams.
- Stating an opinion as a scientifically proven fact.

- **Academic Dishonesty Facilitation**

Facilitation refers to intentionally or knowingly assisting any person in the commission of an academic integrity violation. Examples include, but are not limited to:

- Allowing another student to copy one's answers during an examination or other assignment.
- Giving another student one's assignment or paper to copy or answers to a test or assignment.
- Taking an examination or completing assignment for another student.
- Inaccurately listing someone as co-author of a paper, case write-up, lab report or project that did not contribute.

- **Academic Misrepresentation and Falsification**

Misrepresentation refers to intentionally engaging in deceptive practices and misusing one's relationship with the College to gain an unfair advantage in the admissions process, access to programs and facilities, employment opportunities and any academic exercise. Examples include, but are not limited to:

- Arranging for another student to substitute for oneself during an examination session or in the completion of course work.
- Taking credit for work not done, such as taking credit for a group assignment without participating or contributing to the extent expected.
- Falsifying, misusing, omitting or tampering with official academic college information or documents in any form including written, oral or electronic including test scores, transcripts, letters of recommendation or statements of purpose to gain initial or continued access to the College's programs, facilities or of another agency or educational institution.
- Altering, changing, forging or misusing academic records or any official College form.
- Causing any false information to be presented at an academic proceeding or intentionally destroying evidence important to an academic proceeding.
- Reporting an academic integrity violation known to be false.
- Misrepresenting or falsifying class attendance for that of another student. This includes signing an attendance sheet for a student who was not present in class.

- **Academic Dishonest Acts**

Some dishonest acts that undermine the fundamental values of a community of learners, which fall outside of the more specific academic integrity violations described above. Examples include, but are not limited to:

- Purchasing a pre-written paper through a mail-order service.
- Selling or attempting to distribute educational materials, examinations, class notes or other academic assignments obtained from or for a TCC course or instructor for personal gain. This does not include the re-sale of text books.
- Selling, loaning or otherwise attempting to distribute educational materials, examinations, class notes or other academic assignments to others for the purpose of cheating, plagiarism or other academically dishonest acts.
- Intentionally missing an examination or assignment deadline to gain an unfair advantage.
- Stealing or attempting to steal an examination or answer key.
- Infringing upon the right of other students to fair and equal access to any library materials and comparable or related academic resources.
- Attempting to prevent access by other users to the College's computer system and its resources, to degrade its system performance, or to copy or destroy files or

programs without consent.

- Offering bribes (e.g., monetary remuneration, gifts or favors) to any College official in exchange for special consideration, waiver of procedures or change of grade on an assignment or course.
- Violations of ethics and standards of practices in professional programs (e.g., Nursing, Dental Hygiene).

- Alcohol

- Possession, purchase, consumption or use of alcohol in open or closed containers, regardless if empty or decorative in nature, on any TCC property, grounds, facilities, athletics fields, or as part of any College's activities or College-sponsored event.
- Distribution, sale or supply of alcohol in open or closed containers on any TCC property, including grounds, facilities, athletics fields, or as part of any College's activities or College-sponsored event, regardless if on or off campus.
- Operating a motor vehicle on TCC grounds or property while consuming or under the influence of alcohol.
- Public intoxication.

-Computer Misuse

All uses of College IT resources are subject to applicable rules, policies and procedures of the College and/or governing boards as well as the Florida Statutes governing computer fraud, misuse of state equipment resources, public information and related criminal offenses.

Occasional, incidental personal use of IT resources is permitted by this policy, except when such use interferes with the performance of the user's job, employment or other College responsibility; results in additional incremental cost or burden to the College's IT resources; exceeds occasional, incidental use, which is defined as "non-constant, infrequent use" (e.g., use on an agreed upon work break and/or lunch period); or is otherwise in violation of this policy.

The following examples of acts or omissions are considered unacceptable and may result in immediate revocation of privileges to use the College's computing resources and/or just cause for taking disciplinary action up to and including discharge, dismissal, expulsion and/or legal action:

- Unauthorized access, entry or use of a computer, computer system, network, software, password, account or data. Users may not use any computer program or device to intercept or decode passwords or similar access control information. If security gaps are observed, they should be reported to the appropriate system administrators.
- Intentional damage or disabling of computer systems, networks or software without authorization for any purpose. (See the Student Conduct Code, Article II, B-13).
- Unauthorized copying, downloading, sharing or distribution of computer software, data, music files or any other forms of protected and/ or copyrighted material data, files or material.
- Unauthorized use of College computing resources to generate or access obscene material, to include, pornography, as defined by Florida or federal law and acceptable

community standards, or creating a hostile work and/or educational environment.

- Unauthorized use of College electronic communication facilities to send fraudulent, harassing, obscene, threatening or other unlawful messages is prohibited.
- Unauthorized use of College computers or computing systems in any manner which violates federal, state or local laws, or College policies.

-Disruptive or Disorderly Conduct

- Behavior that disrupts, impairs, interferes with or obstructs the orderly conduct, processes and functions of TCC or the rights of other members of the TCC community, including administration, disciplinary proceedings, athletic contests or other TCC-sponsored events and activities conducted on or off campus.
- Behavior that disrupts, impairs, interferes with or obstructs the orderly conduct, processes and functions within an academic classroom, testing center, academic computing lab or other laboratory. This includes interfering with the academic mission of TCC or individual classroom, or interfering with an instructor's or lab/internship supervisor's role to carry out the normal academic or educational functions of his/her classroom, laboratory and/or field internship location, including teaching, research and service. This also includes the ability of other students to obtain or benefit from the instruction or educational service.
- Participation in a campus demonstration that disrupts the normal operations of TCC and infringes on the rights of other members of the TCC community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area; intentional obstruction that unreasonably interferes with freedom of movement, either pedestrian or vehicular, on campus.

-Drugs

- Possession, purchase, consumption or use of illegal drugs or substance controlled under federal or state law.
- Possession, purchase, consumption or use of prescription drugs without an approved medical authorization/prescription.
- Distribution, sell or supply of illegal drugs, prescription drugs or substances controlled under federal or state law.
- Possession or display of drug paraphernalia.
- Operating a motor vehicle on TCC grounds or property while using or under the influence of an illegal drug or substance controlled under federal or state law.

-Endangerment

- Physical violence, assault or force toward another person or group.
- Endangering or threatening the mental or physical health, safety or well-being of another person or group.
- Tampering with any elevator, wiring, plumbing or other College equipment which could endanger one's self or others.
- Behavior of a reckless nature which creates a danger to the safety of persons or property.
- Interference with the freedom of another person or group to move about in a lawful manner.
- Obstruction of the free flow of pedestrian or vehicular traffic on TCC premises or at TCC-sponsored or supervised functions. This includes the affixing or the placement of bikes or

motor vehicles to chairs, trees and/or walkways, or placing/parking these items at the entrances and exits to buildings or in disabled accessible areas.

-Failure to Comply

- Failure to comply with a request or directive of a TCC official (e.g., instructor, staff, administrator) or any law enforcement official in the performance of his/her duty.
- Failure to comply with the summons, decision, request to contact Judicial office within specified period of time, sanctions or conditions rendered by a Judicial Officer or authorized judicial body.
- Failure to identify oneself and/or produce identification upon request by a TCC official (e.g., instructor, staff, administrator) or any law enforcement official in the performance of his/her duty. Students are required to carry and present their TCC identification card when requested by authorized College officials.
- Failure to comply with traffic rules and parking regulations in effect for the TCC campus.
- Failure to comply with College policies, rules and regulations concerning the registration of campus activities, student organizations, the use of College facilities and public assembly.
- Failure to comply with posted policies, rules and regulations governing activities in a facility, room, lounge or other area.

-Falsification/Fraud/False Testimony

(non-academic)

- Providing false or misleading information to and/or withholding or omitting information from a TCC official or judicial body.
- Providing false or misleading information and/or withholding or omitting information on non-academic College documents/ records, including, but not limited to, admissions applications, financial aid documents, student identification, computer records and other official documents.
- Knowingly providing false or misleading information to or filing a report with a TCC official, office or judicial body which results in or may result in the initiation of law enforcement, disciplinary, administrative, criminal or legal action by the College.
- Reporting the false presence of an explosive or incendiary device.
- Providing false or misleading testimony during a disciplinary proceeding.
- Unauthorized use, reproduction, alteration, possession or forgery of any property of TCC or nonacademic College document.
- Unauthorized use, reproduction, alteration or possession of another person's identification.
- Permitting another person to use one's TCC related identification.
- Use of another person's TCC related identification.
- Impersonation or misrepresentation, including acting on behalf of another person, group or TCC without proper authorization and consent.
- Providing a worthless check, money order, credit or any monetary form in payment to TCC or to a member of TCC community.
- Tampering with the election of the Student Government Association or any TCC-recognized student organization.

- Any other acts of falsification/ fraud/false testimony not academic in nature.

-Fire and Emergency Safety

- Action(s) that result in a fire or explosion.
- Inappropriate activation of any emergency warning equipment or the false reporting of any emergency.
- Removing, damaging, interfering or tampering with fire safety or other emergency warning equipment, including smoke detectors, extinguishers, sprinklers, and fire and door alarms.
- Failure to evacuate a TCC building or facility when a fire alarm is sounded or directed to do so by a TCC official, law enforcement or emergency service officer.
- Interfering with the carrying out of emergency response and/or evacuation procedures.
- Items placed or hung from, or blocking sprinklers or smoke detectors or items placed in an area which poses a fire hazard or interferes with evacuation procedures.

-Food/Beverages in Restricted Areas

- Food or beverages in classrooms are prohibited except in cases where special events have been approved by the President or designee.
- Food or beverages in the Student Union lounge is prohibited except in cases where special events have been approved by the President or designee.
- Food or beverages in any facility, room or location where a sign has been posted which prohibits such activities.

-Gambling

Participation in any form of gambling. This includes any games or activities where "betting" occurs and/or there is an exchange of monetary funds, tangible items or items of value in relation to "winning." This does not apply to TCC-sanctioned or -sponsored events or activities not in violation of Florida Law.

-Harassment/Threats

- Conduct, not of a sexual nature, (including, but not limited to, physical contact, verbal, graphic, written or electronic communication) that creates an intimidating, hostile, threatening, harmful or fearful environment for another person and/or group. This includes threatening actions via e-mail, Facebook, Instagram, Twitter or any other social media sites, blogs or other Web-based forms of communication.
- Conduct, not of a sexual nature, regardless if via physical, verbal, graphic, written or electronic communication, that threatens, harms, intimidates or creates fear for a judicial body or persons involved in disciplinary processes (e.g., witness, victim, reporting individual). This includes actions via e-mail, Facebook, Instagram, Twitter or other social media sites, blogs or other Web-based forms of communication.

-Hazing

Hazing is defined in Section 240.326(1) Florida Statutes as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization operating under the sanction of a community college, hereinafter referred to as "community college organization." Such term includes, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, liquor, drug, or other substance; or

any other forced physical activity which could adversely affect the physical health or safety of the individual, and also includes any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or other forced activity which could adversely affect the mental health or dignity of the individual. For purposes of this section, any activity as described above upon which the initiation or admission into or affiliation with a community college organization is directly or indirectly conditioned shall be presumed to be a 'forced' activity, the willingness of an individual to participate in such activity notwithstanding.

-Indecent or Obscene Behavior

Obscene, lewd or indecent behaviors, conduct, gestures or expressions reasonably interpreted as offensive to others or that creates an intimidating, hostile or offensive campus, educational or working environment for another person or group. This includes, but is not limited to, exposure of sexual organs, urination in public, voyeurism and/or unwanted, unwelcome, inappropriate or irrelevant behavior.

-Littering

- Improperly dispersing litter, in any form or from any point, on TCC grounds, property or facilities, including, but not limited to, the dispensing of tobacco waste products, cigarette remnants, flyers, cans or bottles.
- Throwing or dropping any object or material from a College building is prohibited.

-Rollerblades, Bicycles, Hoverboards and Motor Vehicles

- The use or operation of rollerblades, skates, skateboards, bicycles, etc. on TCC grounds (grass areas, walkways, pathways, sidewalks and athletic fields) or inside TCC facilities (e.g., library, classroom, hallway or student union). This includes hallways, balconies, courtyards, lounges and lobbies of facilities owned, operated or leased by TCC.
- The unauthorized operation of scooters, motorcycles, Segways or unauthorized motor vehicles on TCC grounds (grass areas, walkways, pathways, sidewalks and athletic fields).
- Rollerblades, skates, skateboards, bicycles and motor vehicles shall not be affixed, locked or placed on any sidewalk, walkway, handicapped-accessible or foot pedestrian area.

-Sexual Misconduct

- Any sexual act or attempt to engage in any sexual behavior, regardless of personal relationship, without the explicit consent of the other person or that occurs when the other person is unable to give consent.
- Any intentional intimate touching of another person without the explicit consent of the other person or that occurs when the other person is unable to give consent.
- Conduct of a sexual nature that creates an intimidating, hostile or offensive campus, educational or working environment for another person. This includes unwanted, unwelcome, inappropriate or irrelevant sexual or gender-based activities, comments or gestures.

-Shared Responsibility

- Failure to remove oneself from an area, room, place or activity in which it is known that a violation of this Code is occurring.
- Attempting to commit, soliciting another to commit, aiding or abetting the

commission of, or attempting to commit any conduct that is a violation of the Student Code of Conduct.

- Students/student organizations will be held responsible for the conduct of their guests/ visitors. Students/ student organizations are expected to inform their guests/visitors of all College rules and regulations.

-Smoking and Tobacco Products

- The use of all smoking and any other tobacco products is prohibited in facilities owned or operated by the College. All facilities (buildings and grounds) owned or operated by the College are designated as nonsmoking areas unless indicated otherwise by a posted sign designating the area as smoking area. Faculty, staff, students, and visitors who choose to use tobacco products may do so only in areas designated for smoking. It is the responsibility of the individual to properly dispose of tobacco waste products (e.g., cigarette remnants). This includes all tobacco products, such as smokeless tobacco.
- Smoking at the entrance/exit of any facility is prohibited. Smoking or the use of tobacco products must not occur within 20 feet of the entrance/exit to a building.

-Stalking

Stalking is defined as activities occurring on more than one occasion that collectively instill fear in the victim and/or threaten his or her safety, mental health, or physical well-being, general privacy or ability to perform daily life or work activities. Behaviors and activities may include, but are not limited to:

- Nonconsensual communication, including face-to-face, telephone calls, voice messages, e-mail, written letters/notes, unwanted gifts, or Web-based communications (e.g., Facebook, blogs, etc.).
- Repeated threatening or obscene gestures.
- Pursuing or following.
- Electronic or any form of surveillance and/or other types of nonconsensual observation or staring.

-Cyberbullying/Social Media

Any form of bullying, harassment, teasing or threats toward any student in regards to race, ethnicity, gender, physical condition, mental condition, emotional condition, popularity, sexual orientation, weight, or appearance through the vehicle of social networking sites, text messages, emails or instant messages.

-Theft

- Removal, possession or use of the property or services of another person or of TCC without prior written consent or authorization.
- Selling or attempting to sell the property or services of another person or of TCC without prior written consent or authorization.
- Unauthorized use of TCC property for personal gain or personal business practices.
- Unauthorized use of the TCC name or its logos.
- Unauthorized use of office telephones, copiers, fax machines, computers or other College equipment.

-Trespass or Unauthorized Entry/Access Unauthorized entry or presence in any TCC building, office, room, class, laboratory, athletic field or other location.

-Unauthorized Electronic or Digital Recordings

- Unauthorized recording of personal conversations, meetings or activities.
- Use of a camera, video, phone or other device to record another person or group without expressed permission or prior authorization.
- Unauthorized recording of classes or academic lectures.

-Vandalism

Damage, destruction or the defacing of property of another person, group or TCC.

-Weapons, Firearms, Fireworks, Explosives and Dangerous Chemicals

- The possession, storage or display of firearms, fireworks, explosives, ammunition, dangerous chemicals, and/or any object dangerous substance in any way, including, but not limited to, knives, firearms, blackjacks, “chukka” sticks or containers of noxious material.
- The use or discharge of firearms, fireworks, explosives, ammunition, dangerous chemicals, noxious materials and/or other objects or substances used as an explosive or weapon.
- Possession of realistic replicas of weapons or explosives is not allowed on TCC campus.
- Possession of any firearm is not allowed on TCC campus, even with a concealed weapons permit.

•Children on Campus

- In accordance with TCC District Board of Trustees Policy 03-19, students may not bring children to classes or other instructional environments or leave children unattended on campus. A TCC student may bring children to designated areas of campus as long as the children are not disruptive and are at all times attended by an adult who is a TCC student.

•Freedom of Expression

- Students engaged in freedom of expression activities (e.g., playing music on MP3 player or smartphone, watching a movie on a tablet) on campus may be required to relocate if the activity creates a disturbance that interferes with the normal activities of the class or College.

•Other Violations

- Violations of any policy, rule or regulation of Tallahassee Community College.
- Violations of any municipal or county ordinance, law of the State of Florida, or law of the United States.

Section 6. Student Rights

A student charged with a violation of the Student Code of Conduct has the right to:

- Clear and complete notice of the charge(s) and a brief description of the allegations upon which the charge is based within ten (10) business days of receipt of a final written report, closed investigation, documentation or other communications by Student Conduct and Community Standards (SCCS). Additional time may be required if further investigations are required to substantiate the filing of disciplinary charges.
- A designated opportunity to review all information in her/his judicial file prior to a

hearing. The Judicial Officer reserves the right to modify any report or documentation if it is deemed necessary to protect identifiable information of any person filing the report, witness or alleged victim.

- A fair and impartial hearing.
- Five (5) business days before a hearing is held to prepare for the hearing, except in cases where the student waives his/her right and chooses an immediate resolution of the case through an informal Summary Resolution.
- An opportunity to present relevant evidence and information on his/her behalf, including presenting witnesses and/or signed written statements, except in cases where the student waives his/her right, or chooses a summary resolution.
- Cross examine witnesses as circumstances permit, except where the student has waived his/her right or opted for a summary resolution. Appropriate witnesses may be called by the College to all formal hearings. Those witnesses who appear may be cross-examined by the charged student in an appropriate format determined by the Judicial Officer or judicial body. If called witnesses do not appear, their written and signed statements, if submitted, will be considered by the judicial body.
- Accompaniment by an adviser of the student's choice, except where the student has waived his/her right or opted for a summary resolution. The student is responsible for obtaining his/ her own adviser. The adviser may not serve as a witness or represent the student before the judicial body; the student must speak for himself/ herself (for exemptions, see Section 24, Auxiliary Aids and Services).
- Not provide self-incriminating testimony. Choosing not to do so does not construe an admission of responsibility. However, absent such testimony, the judicial body may lend more weight to written documents and testimony of witnesses. This protection from self-incrimination does not extend to student organizations.
 - Notification of the decision of the hearing in writing within 10 days the hearing. All hearing decisions will be communicated in writing to the charged student and will include the hearing decision, sanctions imposed (if applicable), and the right to appeal.
- Request an appeals review of the decision, in writing, within five (5) business days of the receipt of the hearing decision (see Section 12, Appeals).

Section 7. Victim Rights

Victim rights apply to the following types of cases:

- Sexual misconduct
- Endangerment/acts of violence
- Harassment
- Stalking
- Hazing
- Property (damage) – restitution portion of outcome only
- Property (theft) – restitution portion of outcome only

-Victim Rights

- To have an adviser of the alleged victim's choice accompany him/her when

presenting information to the judicial body and to any other relevant meetings held throughout the disciplinary process.

- To submit a victim impact statement to the judicial body. This information will be used only in the sanctioning phase of deliberations, if the charged student is found responsible for the charge(s).
- To have unrelated past behavior excluded from the hearing. The Judicial Officer or chair of the judicial body will decide if such information is unrelated.
- To submit questions to the judicial body. The judicial body will then consider posing those questions to the charged student.
- To testify in limited privacy, as long as the process does not compromise the charged student's right to cross-examination. Determination on this matter will be made by Judicial Officer or chair of the judicial body.
- To be present throughout the entire hearing, or portions thereof. Determination on this matter will be made by the Judicial Officer or chair of the judicial body.
- To be notified of the disciplinary outcome and appeals outcome. To appeal the hearing decision on the basis outlined in Section 7(C), Victim's Appellate Process.

Section 8. Judicial Bodies and Forums

-Judicial forums

There are two types of hearings provided by this code, informal and formal.

-Informal Hearings (Summary resolutions). Informal hearings or summary resolutions are for students choosing to accept responsibility for the alleged charge as presented. Informal hearings are not tape recorded. Written decisions will serve as the official records of informal hearings.

-Formal Hearings

- May require the judicial body to call appropriate witnesses to provide information in support of the charges.
- Allow the presence of an adviser.
- Will be tape recorded. The recording will serve as the official record of the proceedings.
- A formal disciplinary outcome letter will be sent to the student. If the alleged behavior and/or incident could be solved through mediation rather than formal disciplinary proceedings, the Judicial Officer, in consultation with all parties involved, may redirect the matter through mediation.

-Judicial Bodies and Types

Generally, students and student organizations may choose which judicial forum and judicial body they would like to conduct their disciplinary case. However, the Student Conduct Officer reserves the right to choose the appropriate hearing forum and body, or may determine that mediation, a behavioral intervention program or other approved College process is best, rather than formal disciplinary action.

-Summary Resolution.

Summary Resolutions are informal and conducted by the Judicial Officer or other authorized staff personnel in consultation with the Student Judicial Officer. A Summary Resolution is for the student who chooses to accept responsibility for his/ her actions and

the charge(s) as presented. Students who choose a summary resolution automatically waives his/her right to have an adviser, cross-examine witnesses, and have five (5) business days before a hearing is held.

- Administrative Hearing. This hearing is formal and conducted by the Student Conduct Officer or other authorized hearing officer.
- Conduct Review Board. This hearing is formal. This student conduct body is comprised of the Student Conduct Officer or designee (chair/ non-voting capacity), trained faculty and staff members, and one student appointed by the Student Government Association
- In the case of sexual assault or any other Title- IX related violation the hearing body may be comprised of the Student Conduct Officer or designee or one staff member appointed by the Vice President for Student Affairs or designee.

Section 9. Burden of Proof

(Disciplinary Hearings)

The standard used in all disciplinary cases is “preponderance of evidence.” The term “preponderance of evidence” means that evidence, considered as a whole, indicates the fact sought to be proved is more probable, or that it is more likely than not that the alleged behavior did violate the Student Code of Conduct. The burden of proof will be such that the charged student will not be presumed responsible, and his/her responsibility must be established to the satisfaction of the judicial body by a preponderance of the evidence.

The burden of proof for disciplinary hearings always rests with the College.

Section 10. Disciplinary process

-Initiating Charges

Any person may request a review of the alleged actions of a student which may violate the TCC Student Code of Conduct or federal or state law. Determination of whether formal charges will be filed is at the discretion of the Vice President for Student Affairs or designee with oversight for the disciplinary process. A review for possible charges may be initiated by:

- A TCC Police Department report or report from another law enforcement agency.
- Any person filing an incident report with TCC campus police or requesting that a report from another law enforcement agency be sent to Student Conduct and Community Standards (SCCS). The TCC Police Department will forward all incident reports involving the conduct of student to SCCS.
- Any faculty, staff, student or other individual providing a written statement (not anonymous) to Student Conduct and Community Standards.
- The Judicial Officer shall be responsible for determining whether the documentation is sufficient to warrant formal disciplinary charges. The Judicial Officer reserves the right to request additional documentation, if it is deemed necessary in determining whether formal charges are warranted on behalf of the College.
- If the Judicial Officer determines that documentation is insufficient or there are no

grounds to file charges on behalf of TCC, no charges will be filed and the individual initiating the report will be notified, in writing, as to the reason why the documentation is insufficient to file charges.

- In some cases, the Judicial Officer may determine that it is in the interest of the student's academic and social development for student learning, that the case is referred to mediation, a behavioral intervention program or withdrawal for psychological/ medical process, rather than the formal disciplinary process.

-Filing Time

Reports must be filed with Student Conduct and Community Standards within ninety (90) calendar days of the incident or knowledge about the incident. However, TCC reserves the right to exercise professional discretion to extend this filing time in cases of harassment, endangerment, stalking or other behaviors that pose a threat to the safety, welfare or well-being of another person or the TCC community or where the delay is related to victimization issues.

-Notice of Charges

The notice given to any student charged with a violation of the Student Code of Conduct will include the following:

- Notice of charge, including specific code charge(s) and a brief description of alleged offense(s) within 10 business days from receipt of an incident report or written statement. Extended time may be required if further investigation or additional documentation is required to substantiate initiating disciplinary charges.
- Except in cases involving interim suspension, the charged student will be provided an opportunity to attend an information session during which the student may review all materials to be used in his/her case, receive information regarding his/ her due process rights and procedures used in a disciplinary hearing, and have an opportunity to select the forum in which the case will be heard. In addition, the student will receive information regarding the resources available to the student in preparation for his or her disciplinary case.
- If a student fails to respond to a request to schedule an information session and/or attend a scheduled information session and/ or ten (10) business days have expired since the date of the charge letter, the student waives his/her right to an information session, and the Judicial Officer will select a hearing forum for the student and schedule a hearing date in the student's absence. The Judicial Officer may extend the time for scheduling an information session or reschedule a hearing where a student can prove that an extenuating circumstance prevented him or her from responding to the charge letter by the deadline date.

-Information Session

During the information session, the student/ student organization will be provided the following:

- Clear and complete description of the Student Code of Conduct charges and description of the allegations upon which the charge is based.
- Information related to the student's rights and responsibilities and preparation for the disciplinary hearing.
- An opportunity to review relevant information in his/her disciplinary file that will be used

during the disciplinary hearing.

- The Judicial Officer reserves the right to modify any report or documentation if it is deemed necessary to protect identifiable information of any person filing the report, witness or alleged victim.
- The right to accept responsibility for all charges and enter into a summary resolution or the right to dispute the allegation and request a formal hearing. If the student or student organization accepts the charges as presented, takes responsibility for the violation, and agrees to a summary resolution by the Conduct Officer, the Conduct Officer will provide the appropriate sanction(s), in writing, to the student at that time or within ten (10) business days from the summary resolution. The ground for an appeal for cases resolved through summary resolution is limited solely on the basis that the severity of the sanction is disproportionate with the nature of the offense.
- If the student or student organization does not accept responsibility or disagrees with the allegation, a formal hearing shall be conducted on the matter.

-Hearing Notification

Charged students requesting a formal hearing shall be notified at least five (5) business days prior to a formal hearing, unless the student waives his/her right and requests that the hearing occur before five business days have passed. Notice shall include:

The date, time and location for the hearing.

- If the charged student fails to appear at the scheduled hearing and fails to provide adequate written notice prior to the scheduled hearing, the hearing will be held in the student's absence. No student may be found responsible for a violation of the student conduct code solely because the student failed to appear before a judicial body. The decision of the judicial body will be determined based on all the documentation and testimony presented at the time of the hearing.

-Scope of Inquiry

A student's academic and previous disciplinary record (if applicable) cannot be considered when determining whether the charged student has violated the Student Code of Conduct. However, after a student is found responsible for a violation of the code, any academic and previous disciplinary record may be taken into account when determining the appropriate educational sanction(s).

-Disciplinary Consolidations

- Whenever possible, cases where more than one student is charged with an alleged violation of the Student Code of Conduct and the students' conduct arose out of the same incident(s), each case should be heard by the same judicial body.
- In cases where more than one student is charged with an alleged violation of the Student Code of Conduct and the students' conduct arose out of the same incident(s), a single hearing may be held for all the students charged. Such students may request their case be consolidated with the others or separated from others.
- The Judicial Officer shall make determinations regarding consolidation with the charged students and, if necessary, with the party filing the formal complaint. The Judicial Officer shall make the final decision on all consolidations.

-Role of the Judicial Officer

The role of the Judicial Officer when presiding over a formal hearing will be to:

- Ensure a fair and impartial hearing and that all of the student's and/or victim's rights are protected pursuant to the Student Code of Conduct.
- If an adviser is present, review the adviser's role and limitations during the hearing as outlined in the section titled student rights.
- Make all administrative decisions on matters relating to the conduct of the hearing, including matters regarding admission of relevant evidence, testimony and questions.
- Ensure the student charged with a violation of the student code of conduct has the right to present questions to all witnesses in an orderly and respectful fashion. The Judicial Officer reserves the right to determine the method for delivery of questions to the witness by the student.
- Maintain an orderly hearing and permit no person to be subjected to abusive treatment, intimidation or harassment. The Judicial Officer, at his/her discretion, may remove anyone who refuses to be orderly and conduct him/herself in a manner conducive to a learning environment.
- Administer an appropriate oath of truthful testimony to the charges student and all witnesses.

-Hearing Procedures (formal)

All hearings are private and closed to the public. Formal hearings are taped via audio recording, and the audiotape will act as the official record of the hearing. The following procedures are applicable to formal hearings before all judicial bodies:

- Presentation of formal charges by the Judicial Officer (or chair of the Discipline Review Board).
- Administer an appropriate oath of honesty and truthful testimony to the charged student prior to testimony before the judicial body.
- Opening statement by the charged student.
- Questions directed to the charged student by the judicial body.
- Administer an appropriate oath of honesty and truthful testimony to each witness prior to testimony before the judicial body.
- Presentation of witnesses by TCC, followed by questioning of those witnesses by the judicial body and the charged student. The Judicial Officer reserves the right to determine the relevance of the question. Witnesses are then dismissed. Witnesses, other than the respondent, may, at the discretion of the Judicial Officer, be excluded from the hearing during the testimony of other witnesses. Written statements may not be admitted into evidence unless signed by the witness and witnessed by a TCC official. An advance copy of written statements must be furnished to the respondent and judicial body.
- Presentation of evidence and witnesses by the charged student, followed by questioning of those witnesses by the charged student and the judicial body. The Judicial Officer reserves the right to determine the relevance of the questions. Witnesses are then dismissed. Witnesses, other than the charged student, may, at the discretion of the Judicial Officer, be excluded from the hearing during the testimony of other witnesses. Written statements may not be admitted into evidence unless signed by the witness and witnessed by a TCC official. An advance copy of written statements must be furnished to the respondent and judicial body.

- Follow-up questions to the charged student.
- Closing statement by the student.

-Adjournment of the Hearing

- The Judicial Officer will exercise control over the hearing to avoid needless consumption of time and to prevent the harassment or intimidation of witnesses. The Judicial Officer has the right to make the appropriate revisions to the hearing procedure so long as the student's rights are upheld and maintained. Any person, including the adviser, who disrupts a hearing or who fails to adhere to the rulings of a Judicial Officer, may be excluded from the proceedings.

-Deliberations

- Deliberations are closed, except for members of the judicial body, and are not audio taped. Responsibility is determined by the Judicial Officer or, in cases resolved by the Discipline Review Board, by a majority vote of the judicial body members, except in cases involving expulsion. The vote and final decision of the judicial body, including the determination of responsibility and sanctions, if appropriate, are taped and become the official record of the hearing.
- Cases involving expulsion must be unanimous. The vote and the final decision of the judicial body, including the determination of responsibility and the sanctions, if appropriate, are taped and become the official record of the hearing.
- The accused student and victim shall be informed of the outcome of the disciplinary proceeding. Witness will not be notified of the outcome of the hearing. In cases of suspension or dismissal, the appropriate College officials will be notified in accordance with federal and state law.

-Findings

Within ten (10) business days after the conclusion of deliberations, the judicial body shall provide a written outcome to the student, which will include:

- A summary of the evidence/finding of fact used to support its determination.
- Its determination of the appropriate sanction(s).
- The procedure for appeal. The student's enrollment status shall remain unchanged pending TCC's final decision in the matter except in cases where the Judicial Officer or designee determines that the safety, health or general welfare of the student, any individual, or any part of TCC may be jeopardized.

Section 11. Educational Interventions/ Sanctions

One or more of the following interventions and educational sanctions may apply when a student or student organization is found responsible for violations of the Student Code of Conduct:

- **Warning.** Verbal or written reprimand to the student or student organization that the student/student organization has violated the Student Code of Conduct and that further violation of the code will result in more serious disciplinary action.
- **Educational assignment.** An educational assignment is a developmental task for the purpose of making a positive contribution to the student's well-being and/or the College community. Assignments may include, but are not limited to, attendance at

educational workshops/seminars, tutoring or support from learning centers (e.g., testing, writing, reading or math labs), research projects, reflection papers and essays, apology letters, meetings/ interviews with TCC or other officials, or planning and implementing educational programs. Any costs associated with participation in or completion of educational assignment are the responsibility of the student.

- **Community service.** Completion of a specified number of hours of service to the College or local community.
- **Fine.** Previously established and published fines may be imposed. Failure to pay all fines, in full, will result in denial of a final grade report, diploma and/or transcripts. All fines, except those established by Business Services, Admissions and Enrollment Services, and Student Success and Retention or the TCC Police Department, are to be used solely to support and provide educational programs to the TCC community regarding ethics, moral development, academic integrity or other programs related to improving student learning.
- **Restitution.** Restitution for loss or damages may be a part of any sanction, and may include monetary compensation, property replacement or services up to the amount of the damage, loss or injury incurred. Restitution may also be in the form of work service to the person, group or organization where the damage, loss or injury occurred.
- **Campus access restrictions.** Termination of a student's or student organizations' privilege to enter into and be in the near vicinity of one or more campus areas, facilities or buildings, or restriction from entering on TCC campus grounds in its entirety. A student will lose their privilege to enter onto campus grounds entirely if under suspension or expulsion from TCC.
- **Academic grade/testing sanctions.** For academic dishonesty violations, the student, in addition to other approved sanctions, may be given a reduced grade, or zero or failing grade for the assignment or course, denial of academic credit, or invalidation of college credit or of the degree based upon such credit.
- **Admission/enrollment revocation.** A student may be denied admission or further registration at the College, and the College invalidate academic credit work done by a student and may invalidate or revoke the degree based upon such credit if it is determined that the student has made false, fraudulent, or incomplete statements in the application, residency declaration or accompanying documents or statements in connection with, or supplemental to, the application for admission to or graduation from the College.
- **Removal from class.** Behavior that has been disruptive to a class to the extent that the continued presence of the student in that class will impair, interrupt or interfere with the instructor's ability to deliver instruction or students' ability to obtain instruction will result in a withdrawal from that class without a refund or grade penalty.
 - **No contact order.** A directive to refrain from any intentional contact, direct or indirect, with one or more designated persons or group(s) through any means, including personal contact, e-mail, telephone or third parties.
 - **Counseling assessment.** Referral for personal, mental or academic assessment through Student Success and Retention, Disability Support Services, other TCC counseling or other academic support services, or a certified/licensed health agency may be required for some cases where it is deemed the intervention may positively affect the student's learning, behavioral modification and/or academic success. In cases of probation,

deferred sanctions, suspension, counseling assessment conditions that permit the student's satisfactory completion of the probationary status or readmission to TCC will be specifically outlined in writing. Any costs associated with assessment/ evaluation or visit to a licensed health agency are the responsibility of the student.

- **Loss of College privileges or associations.** Certain privileges or associations within the College are withdrawn for a specified period of time, not to exceed two (2) academic years. This includes, but is not limited to, removal from athletic events, denial of the privilege of participating in recreational/sports activities and/or student organizations or holding office in an organization, or revocation of social function privileges for student organizations.
- **Disciplinary probation (individual student).** A specified period of time during which a student has an opportunity to demonstrate his/her ability to be a responsible member of the TCC community. A student on probation is prohibited from holding an office in a student organization or representing the College in any extracurricular activity or official function during the time of probation. The student may be required to complete additional educational activities and may be restricted from participation in certain specified events/ activities, entering certain facilities, classes or offices, or contacting/communicating (verbal, nonverbal, physical or electronic) with specific individuals or groups. Any further violation of the Student Code of Conduct places the student's or student organization's status with the College in jeopardy.
- **Disciplinary probation (student organization).** A specified period of time during which a student organization has an opportunity to demonstrate their ability to be responsible members of the TCC community. A student organization may be required to complete additional educational activities and may be restricted from accessing organizational funds; participating in certain specified events/activities; entering certain facilities, classes or offices; or contacting/ communicating (verbal, nonverbal, physical or electronic) with specific individuals or groups. Any further violation of the Student Code of Conduct places the student organization's status with the College in jeopardy.
- **Deferred suspension.** A sanction of suspension may be deferred pending successful completion of all educational assignments or other outlined sanctions specified as a condition of the deferred sanction. All sanctions must be completed by the specified deadline date to satisfy the conditions of the deferred sanction. If a student/student organization fails to complete all the sanctions as set forth for a deferred sanction, suspension from the College will automatically be enacted without further review. For students found responsible for misconduct that results in a deferred sanction, the conferring of an academic degree will be deferred for the duration of the sanction.
- **Suspension (individual student).** Separation of the student from TCC to include removal from academic enrollment and revocation of other privileges or activities and the privilege to enter all TCC campuses for a period of time not to exceed two (2) years. Conditions that will permit the student's readmission, if appropriate, will be specifically outlined in writing. Any communications with the College and student during the period of suspension will be directed to Student Conduct and Community Standards.

Suspension (student organization). Separation of the student organization from TCC to include removal from and revocation of all privileges or activities for a period of time not to exceed two (2) years. Conditions that will permit the student organization's reinstatement, if appropriate, will be specifically outlined in writing. Any communications with the College and student during the period of suspension shall be directed to Director for Campus and Civic Engagement or designee.

- **Dismissal (individual student).** Separation of the student from TCC to include removal from academic enrollment and revocation of other privileges or activities and the privilege to enter all TCC campuses for a period of time not less than two (2) years and not more than five (5) years. Conditions that will permit the student's readmission, if appropriate, will be specifically outlined in writing. Any communications with the College and student during the period of dismissal will be directed to Student Conduct and Community Standards.
- **Dismissal (student organization).** Separation of the student organization from TCC to include suspension from and revocation of all privileges or activities for a period of time not less than two (2) years and not more than five (5) years. Conditions that will permit the student organization's reinstatement, if appropriate, will be specifically outlined in writing. Any communications with the College and student during the period of dismissal shall be directed to Director for Campus and Civic Engagement or designee.
- **Expulsion (individual student).** Complete termination of a student's status and academic enrollment at TCC. Any communications with the College and student during the period of expulsion will be directed to Student Conduct and Community Standards. Expelled students will have the following notation made on their college transcript "Disciplinary Expulsion."

-For academic dishonesty cases, the following shall apply:

The penalties for academic dishonesty violations may include reprimand, reduction of grade, denial of academic credit, invalidation of college credit or of the degree based upon such credit, probation, suspension, or expulsion. In addition to any other penalties that may be imposed, the individual or student may be denied admission or further registration. The College may invalidate academic credit for work completed by a student and may invalidate or revoke the degree based upon such credit if it is determined that the student has made false, fraudulent or incomplete statements in the application or accompanying documents or statements in connection with, or supplemental to, the application for admission to or graduation from the College.

If the instructor determines that an act of academic dishonesty has occurred, the instructor may:

- Issue a verbal or written warning.
- Require the student to resubmit the work/ assignment.
- Require the student re-take a quiz or examination.
- Assess a lower grade on the assignment or examination.
- Issue a grade of zero (0) on the assignment, lab work, internship or examination; and/or
- Issue a failing grade for the course, lab or internship.

For first offenses, the academic misconduct will be reported to Student Conduct and Community Standards. The Judicial Officer shall record and maintain these reports in a confidential file. The Judicial Officer shall also send a letter to the student confirming this

action and outlining the consequences of subsequent offenses. The student will also be enrolled in the Academic Integrity Module through Distance Learning, which must be completed with a passing grade of 80%.

For second offenses, the academic misconduct will be reported to Student Conduct and Community Standards. Formal disciplinary action will be taken by the Student Judicial office in accordance with this Code and procedures established by the College for adjudicating disciplinary cases.

For a third offense, the academic misconduct will be reported to Student Conduct and Community Standards. Formal disciplinary action will be taken by the Student Judicial office in accordance with this Code and procedures established by the College for adjudicating disciplinary cases. Sanctions imposed through a disciplinary hearing for a third offense will result in suspension from TCC for a minimum of one (1) academic semester.

Section 12. Procedures and Processes

To administer this policy, the College shall establish and maintain up-to-date procedures and processes, which include, but are not limited to:

- Entity, department and/or College personnel responsible for the coordination, assessment and implementation of established procedures.
- Procedures for reporting alleged violations of the Student Conduct Code.
- Criteria and procedures used in determining whether this policy and established procedures should be enacted.
- Specific procedures to be implemented and actions to be taken by the designated entity, department and/or College official if it is determined that this policy must be enacted.
- Judicial bodies, forums and types approved by the College President or designee for handling alleged violations of this policy.
- Burden of proof used in the College disciplinary process for disciplinary hearings and appeals.
- Procedures and processes for initiating charges, including, filing times, notice of charges, review of charges by the students, hearing notification, and role of judicial bodies.
- Hearing procedures for adjudicating cases.
- Right to appeals, and criteria, process and procedures for handling appeals.
- Special circumstances and processes regarding interim/emergency suspensions.
- Maintenance, handling and record management of confidential disciplinary records.
- Parental notification procedures and processes.
- Procedures for meeting the rights of students covered under the Americans with Disabilities Act.
- Entity/committee and process for the review of the Student Conduct Code and procedures.

Section 13. Appeals

Any student found responsible for a violation of the Student Code of Conduct may request a review of the disciplinary outcome and/or of the sanction(s).

-Appeals

- If a student files an appeal request, the sanctions are not enacted until a final decision is made by the appellate body, except in cases of an interim suspension or if it is determined by the Vice President for Student Affairs or designee that the student poses a threat to the safety or welfare of the College community.

-Burden of Proof

The burden of proof at the appellate level rests with the student to clearly show that an error has occurred during the disciplinary process. An appeal review is not a re-hearing of the disciplinary case, but rather a review of the specified error as outlined in "Grounds for Appeal."

-Appellate Forums

- Decisions of an instructor related to academic misconduct first offenses may be appealed to the appropriate Academic Dean through the grade appeal process established by the College.
- Decisions of the Judicial Officer or any judicial body shall be appealed to the Vice President for Student Affairs or designee. The Vice President for Student Affairs or designee has the authority to refer the request for an appeal to an Appeals Review Board or other judicial appeal body established by the College President or designee.

-Grounds for Appeal

Failure to describe the nature of the evidence in full detail in the appeal letter will result in the denial of an appeal. Appeal considerations are limited to:

- A violation of student's rights (see Section 6, Student Rights) occurred that substantially affected the outcome of the hearing. Appeals based on this consideration will be limited solely to a review of the record and tape recording of the disciplinary hearing.
- The evidence presented during the hearing was not substantial enough to justify a decision by the judicial body. Appeals based on this consideration will be limited solely to a review of the record and tape recording of the disciplinary hearing.
- New evidence that was not available at the time of the original hearing and could have substantially affected the outcome. The nature of the evidence must be described in full detail in the appeal letter and support documentation provided with the letter of appeal.
- The intervention(s) or sanction(s) imposed were disproportionate to the nature of the offense.
- The ground for an appeal for students whose case was determined through a summary resolution is limited solely to claims that the severity of the sanction is disproportionate to the nature of the offense.

Appellate Review Process

-Initiating an Appeal

A written appeal must be submitted within five (5) business days of the receipt of the written decision of the judicial body to the appropriate appellate body. If the judicial body's decision is not appealed within that time frame, the decision of the judicial body becomes final.

-Record of Appeal

The record of appeal will consist of and be limited to the written appeal, audio recording (if applicable), written decision of the disciplinary body and all other documentation relevant to the grounds for appeal.

-Appellate Review

- The appellate body shall review the appeal within ten (10) business days after receipt of the written appeal. Additional time may be granted at the discretion of the Vice President for Student Affairs or designee.
- The appeal review must be solely limited to the issues put forth in the appeal and the grounds for appeal. The appellate body will review the written appeal, tape recording (if applicable) and all documentation from the hearing, and determine if there is a basis for appeal.
- If there is a basis for an appeal, the appellate body may grant an appellate conference. A written decision will be sent to the student, within five (5) business days of the decision to grant an appeal, stating that an appeal has been granted and the basis for granting the appeal. The date for an appellate conference should be scheduled and provided to the student within ten (10) business days from the decision to grant the appeal.
- If there is no basis for appeal, a written decision will be sent to the student stating appeal denial and basis for the denial within the five (5) business days from the final determination of the appeal. The decision of the appellate body will constitute final College action on behalf of TCC.

-Appellate Conference Procedures

If an appeal is granted, an appellate review will be scheduled within ten (10) business days of the decision to grant an appeal. The appellate conference is recorded. The appellate conference may involve:

- Questioning by the appellate body of any party involved in the disciplinary process, but limited to Grounds for Appeal.
- If the student is requested at the appellate conference, he/she may bring an adviser. The appellate decision is sent in writing to the student within ten (10) business days of an appellate review, unless notification is given that additional time is necessary for consideration of the record on appeal.

Except in the case of an interim suspension, the student's status will remain unchanged, and all sanctions are placed on hold during the appellate process. If a student has been invited to attend an appellate conference, but fails to appear, the conference will occur in the absence of the student, and the appellate body's decision will constitute final agency action on behalf of TCC.

-Appellate Decisions

After an appellate conference, the appellate body may:

- Uphold the judicial body's decision (sanction deadline dates may be changed to reflect the time taken to complete the appeals process).

- Reverse the judicial body's decision and dismiss the case.
 - Modify the judicial body's decision.
 - Modify the sanctions rendered by the judicial body. A review of the sanction by the appellate body will not result in more severe sanction(s). The appellate body may reduce, but not increase, the sanctions imposed by the judicial body.
- Decisions of the appellate body reflect final agency action on behalf of TCC.

Section 14. Emergency Judicial Body

- In the case where a judicial body member is unable to serve due to an emergency or unforeseeable occurrence, the Vice President for Student Affairs or designee may appoint a new judicial body member prior to the scheduled hearing.
- In cases where a judicial body has not been established or assembled, the Vice President for Student Affairs or designee may appoint the Judicial Officer or other appropriate TCC employee to hear the disciplinary case.
- In cases where an appellate body has not been established or assembled, the Vice President for Student Affairs or designee may handle the appellate case.

Section 15. Interim and Emergency Suspensions

Grounds for interim/emergency suspensions

-Individual Students

In situations where the Vice President for Student Affairs or designee has reasonable cause to believe a student's alleged behavior or action and/or continued presence at the College poses a threat or danger to the health, safety or general welfare to self, others, the campus community or the continuance of normal TCC functions, an Interim (temporary) Restriction of a student from specific TCC facilities, buildings and/or classrooms or from the TCC campus will be imposed. Behaviors or actions that may result in an interim suspension include, but are not limited to, threats, sexual assault, physical assault, hazing, possession or use of a firearm or explosives, felony drug possession or distribution, and acts that pose or may pose a threat to the safety or security of oneself, others and/or the property of the TCC community.

- A student under Interim Suspension from the College is not allowed on any TCC campus or cannot enter any TCC facility until he/she has been given permission by the Vice President for Student Affairs or designee to do so.
- A student under interim suspension from a facility, class or other specific area(s) of the campus is prohibited from entering the specified location(s) until he/she has been given permission by the Vice President for Student Affairs or designee to do so.
- A student under interim suspension may also be prohibited from communicating with a specific person or persons to ensure the safety of that individual or individuals or maintain the integrity of disciplinary proceedings.

-Student Organizations

In situations where the Vice President for Student Affairs or designee has reasonable cause to believe a student organization's alleged behavior or action presents a threat or danger to the health, safety or general welfare of others or the campus community,

an Interim (temporary) Suspension will be imposed. Behaviors or actions that may result in an Interim Suspension include, but are not limited to, sexual assault, physical assault, hazing, possession or use of a firearm or explosives, felony drug possession or distribution, and acts that pose or may pose a threat to the safety or security of oneself, others and/or the property of the TCC community.

-Interim/Emergency Suspension Procedures

- Notice. The notice given to a student or student organization under Interim Suspension will include the notice of charge(s), enactment notice of an Interim Suspension, specific code charge(s) and a brief description of alleged offense(s). An Interim Suspension notice will be provided to the student, in writing via express mail or hand delivery by TCC Police, within 72 hours from the decision to enact the Interim Suspension. The letter must also include the contact information and specify the student is responsible for contacting the Judicial office to schedule an information session.
- If a student or student organization fails to respond to a request to schedule an information session and/or attend a scheduled information session and five (5) business days have expired since the date of the interim suspension notice, the student waives his/her right to an information session and will be deemed to have selected a formal administrative hearing, and the hearing will be scheduled in the student's absence. A letter will be sent to the student, at least five (5) business days prior to the scheduled hearing, which indicates the date, time and location of the administrative hearing.
- The Vice President for Student Affairs or designee may extend the time in which to hold an information session or hearing in cases where further investigation is required or where the student is incarcerated or unable to attend an information session or hearing due to circumstances beyond the student's control. The student is responsible for contacting the Judicial office regarding mitigating circumstances.

-Information Session (interim/emergency suspension)

During the information session, the student will be provided the following:

- Clear and complete description of the Student Code of Conduct charges and description of the allegations upon which the charge is based.
- Information related to the student's rights and responsibilities and preparation for a disciplinary hearing.
- An opportunity to review relevant information in his/her disciplinary file that will be used during the disciplinary hearing. The Judicial Officer reserves the right to modify any report or documentation if deemed necessary to protect identifiable information of any person filing the report, witness or alleged victim.
- The right to accept responsibility for all charges and enter into a summary resolution or the right to dispute the allegation and request a formal hearing. If the student or student organization accepts the charges as presented, takes responsibility for the violation and agrees to a summary resolution by the Judicial Officer, the Judicial Officer will provide the appropriate sanction(s), in writing, to the student or student organization within three (3) business days from the date of the summary resolution. The ground for an appeal for cases resolved through summary resolution is limited solely to claims that the severity of the sanction is disproportionate with the nature of the offense.

- If the student or student organization does not accept responsibility or disagrees with the allegation, a formal hearing shall be conducted on the matter. A formal hearing will be scheduled within three (3) business days from the date of the information session, unless the charged student or student organization requests additional time to prepare, not to exceed ten (10) business days. The interim suspension shall remain in effect until a final outcome is decided by a judicial body.

-Interim/Emergency Suspension Hearing Procedures

Formal hearing procedures for Interim Suspensions will be conducted in accordance with the procedures outlined in hearing procedures.

-Interim/Emergency Suspension Appellate Process

The appellate process will be conducted in accordance with the processes and procedures outlined in Appeals.

Section 16. Official Record of Disciplinary Proceedings

- An audiotape recording will be made of all formal hearings. The recording shall be the official record of the disciplinary proceeding and shall be maintained in Student Conduct and Community Standards as outlined in Disciplinary Records.
- If a tape malfunction occurs, the judicial body shall include a summary of the testimony, which is detailed to permit a review of the hearing in case of appeal.
- The student may review the recording of his/ her hearing by scheduling an appointment with the Judicial Officer. A copy of recorded hearings will not be provided to any person.

Section 17. Failure to Respond to Disciplinary Action

A student who fails to complete a sanction within the specified time frame may be charged with the Student Conduct Code violation, "Failure to Comply." It is the student's responsibility to notify the appropriate judicial body if there are mitigating circumstances that prevents him/her from completing the sanction(s) by a specified time frame. The judicial body may extend the deadline time, at its discretion. It is the student's responsibility to complete all sanctions within the specified time frame to avoid a hold and or a charge of "Failure to Comply." A disciplinary hold will be placed on a student's records if a student fails to respond to requests of judicial bodies or fails to complete sanctions as determined through final TCC action. The disciplinary hold will not be removed until the matter is resolved or all sanctions have been completed by the student.

Section 18. Disciplinary Holds

A disciplinary hold will be placed on the records and registration of any student who:

- Fails to respond to a disciplinary notice by a judicial body. Any pending disciplinary matters must be resolved prior to re- registration or a student's graduation. No student will be allowed to register, graduate or obtain transcripts or financial aid until the pending disciplinary case is completed.

- Is under an interim suspension from the College. The disciplinary hold will not be removed until the pending disciplinary case is completed.
- Is under suspension from the College. The disciplinary hold will not be removed until the student's suspension status has expired and/or the requirements as set forth by the judicial/appellate body for readmission have been successfully met.
- Is under expulsion from the College. The disciplinary hold will only be removed, upon written request, for a student to obtain his/ her transcript.

Section 19. Parental Notification

In accordance with the Family Educational Rights and Privacy Act (FERPA), TCC officials may inform the parents or legal guardians of a student under 25 years of age when he/she has been involved in a violation of the Student Code of Conduct that involved the use, possession, distribution or sale of alcohol or controlled substances. In addition, if a student is under the age of 18, parents or legal guardians of the student will be notified of any disciplinary action taken by TCC.

Section 20. College Official Notification

- In cases of suspension or expulsion, notification is sent to the Director of Admissions and Records office, Chief of the TCC Police Department, Vice President for Student Affairs, Vice President for Academic Affairs, the appropriate academic dean(s) and victim (if applicable).
- In cases where a student/ student organization is restricted from a specific area/ facility, notification is sent to the Chief of the TCC Police Department, Student Activities Coordinator, Director for Campus and Civic Engagement, faculty adviser and department director/dean of the restricted area/facility.
- In cases where a student's privilege to participate in a College-sponsored event, activity, student organization or committee has been removed, notification is sent to the TCC administrator with oversight for the activity and faculty adviser for the organization.
- In cases where the recognition of a student organization or specific privileges has been removed, notification is sent to the TCC administrator with oversight for the organization and the faculty adviser for the organization.

Section 21. Delivery of Disciplinary Notifications

The address on file with the Registrar will be used for all disciplinary notices sent to the student. It is the responsibility of the student to ensure the address on file with the Registrar is current and updated on a regular basis.

- In cases where the assurance of the safety of the person or others is required, written disciplinary notices may be delivered by hand to a student's class.
- In cases where a judicial notice has been sent back to the Judicial office due to an insufficient address, written disciplinary notices may be delivered by hand to a student's class.

- In cases involving a student organization, disciplinary notices will be delivered to the student organization president or chair via their student club mailbox, and a copy of all disciplinary notices will be sent to the faculty adviser for the organization and TCC administrator responsible for the oversight of student organizations.

Section 22. Disciplinary Records

-Official Record Management

All student discipline records, in accordance with the Family Educational Rights and Privacy Act (FERPA), including complete disciplinary records and appellate records of TCC students and student organizations and audio recordings (if applicable), will be maintained in Student Conduct and Community Standards.

-Transcript Notations

In cases of expulsion, the following notation is made on the student's transcript: "Disciplinary Expulsion."

-Disciplinary Record Expiration and Removals

- Disciplinary files remain a part of the student's disciplinary record for three (3) years after final disposition of the case or in accordance with current state law or College policy, except in cases involving expulsion. The entire disciplinary record is removed from disciplinary databases and files. Any information retained after that time period will be used solely for research and statistical purposes. No personally identifiable information will be kept after a record has expired.
- Disciplinary cases involving expulsion become part of the student's permanent record.
- All paper records will be destroyed by shredding or other similar process. Reports will be modified in a manner so that statistical data can be obtained, but personally identifiable information is deleted. Electronic information (e.g., audio recordings) will be destroyed to ensure the information cannot be traced to any individual or any discipline case.
- Upon graduation, a student's disciplinary file involving minor offenses may be expunged (removed from disciplinary record) by filing a written request to the Vice President for Student Affairs or designee. The Vice President for Student Affairs or designee has sole discretion in determining whether a disciplinary file will be expunged prior to the time as specified in this Code. The following disciplinary files will not be expunged, except as in accordance with this Code:
 - Disciplinary cases resulting in suspension from the College (cases involving expulsion will not be expunged).
 - Cases involving disruptive or threatening behavior, including, but not limited to, physical assault, acts of violence, harassment, stalking, threats or sex offenses.
 - Cases involving a weapon, explosives or hazardous materials.
 - Cases involving the distribution or intent to distribute illegal or illicit drugs as specified by state law.
 - Cases involving repeated offenses or behaviors.

-Disciplinary Records Request

Students may obtain a copy of the information in their disciplinary file by submitting a written request to Student Conduct and Community Standards. Copies will be provided in accordance with federal and state laws regarding the privacy of disciplinary records and TCC policy. Handwritten notes of a judicial body are not released to the student. Some reports may be modified to ensure that identifiable information of the reporting individual (or victim) or witnesses are protected for safety purposes.

- The charged student or victim will be afforded an opportunity to review the disciplinary hearing recording, upon written request to Student Conduct and Community Standards.
- The charged student will be required to sign a Confidentiality and FERPA Statement form in cases where there is a victim.
- A victim will be required to sign a Confidentiality and FERPA Statement form in cases where the victim requests to review the disciplinary hearing recording.
- Information will be placed in the disciplinary file indicating the person who was afforded the opportunity to review the recording and the date the review of the recording occurred. Sharing, releasing or providing any documents or recording of a disciplinary hearing, or any portion thereof, to any other person or group, without written consent of the Judicial Officer, charged student and victim or as specified by this Code, is a violation of federal law and this Code. Any person which does so will be charged with a violation of the Student Code of Conduct and may be subject to criminal actions for a violation of law or may be subject to legal action through the courts.

Section 23. Interpretation and Evaluation

Any question of interpretation regarding the Student Code of Conduct shall be referred to the Vice President for Student Affairs for final determination. The Vice President for Student Affairs may confer with the College Attorney in rendering the final determination.

The Student Code of Conduct shall be reviewed every four years by a committee appointed by the Vice President for Student Affairs. At the discretion of the District Board of Trustees, President or designee, a review of the Student Code of Conduct may be requested prior to the four-year term date.

The Student Discipline Review Committee shall consist of faculty, staff and student representatives and current members of TCC judicial bodies that reflect the diverse cultural dynamics of the College. The review shall occur and recommendations be made to the Vice President for Student Affairs no later than December 31 of the review year. The District Board of Trustees shall have final approval and adoption of the Code and/or any revisions thereof.

Section 24. Privacy Act & Confidentiality

All disciplinary proceedings and records are confidential. In accordance with the Family Educational Rights and Privacy Act, TCC will abide by all laws requiring confidentiality and privacy with regard to student disciplinary processes. This confidentiality extends to all hearing bodies and forums. In cases involving alleged behavior where victim rights are

violated, the Judicial Officer will inform the victim of the outcome of the disciplinary hearing. All disciplinary proceedings are private and closed to the public, unless the charged student and victim (if applicable), agree in writing to an open hearing. However, the judicial body, when necessary to maintain order or to protect the rights of other participants, can deem the hearing closed to the public.

Section 25. Release of Disciplinary Records

A student may choose to sign a release form allowing the appropriate judicial body permission to discuss information related to his/ her disciplinary file with any individual that he/she designates. Any college, university or other agency requesting any disciplinary information related to a current or former TCC student is required to submit a request, in writing, to Student Conduct and Community Standards. All written requests must include the signature of the student granting the release of information related to his/her disciplinary record, and his/her current contact information. The Judicial Officer may contact the student for verification prior to the release of any disciplinary information.

Section 26. Auxiliary Aids and Services

Students with disabilities as defined by the Americans with Disabilities Act requiring special accommodations should register with Disability Support Services and notify Student Conduct and Community Standards, in writing, at least five (5) business days prior to the hearing of any special accommodations that may be required by the student. The Judicial Affairs representative will consult with Disability Support Services personnel to determine the appropriate accommodations required to ensure a student a fair and impartial hearing.

SEX OFFENDER REGISTRATION INFORMATION

Federal and State law requires a person designated as a sexual predator or offender to register with the Florida Department of Law Enforcement (FDLE). The FDLE is then required to notify the local law enforcement agency where the registrant resides, or attends or is employed by an institution of higher learning.

For more information visit Florida's sexual offender and predator homepage at:
<http://offender.fdle.state.fl.us/offender/homepage.do;jsessionid=UxExvmk1+qlrc8kzgLXvkwi>

OFFENSE DEFINITIONS

Per the Clery Act, crimes are classified based on the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting Handbook (UCR). For sex offenses only, the definitions used are from the FBI's National Incident-Based Reporting System (NIBRS) edition of the UCR. Hate crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection. A hate crime is a criminal offense committed against a person or property that is motivated, in whole or in part, by the offender's bias. Bias is a pre-formed negative opinion or attitude toward a group of persons based on their actual or perceived race, gender, religion, disability, sexual orientation or ethnicity/national origin. Although the law states that institutions must use the UCR for defining and classifying crimes, it doesn't require Clery Act crime reporting to meet all UCR standards.

Murder and Non-Negligent Manslaughter—the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter—the killing of another person through gross negligence.

Sex Offenses, Forcible—any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. There are four types of forcible sex offenses:

- Forcible Rape is the carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth). This offense includes the forcible rape of both males and females.
- Forcible Sodomy is oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/ her youth or because of his/her temporary or permanent mental or physical incapacity.
- Sexual Assault With an Object is the use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity. An object or instrument is anything used by the offender other than the offender's genitalia. Examples are a finger, bottle, handgun, stick, etc.
- Forcible Fondling is the touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/ her temporary or permanent

mental incapacity. Forcible fondling includes “indecent liberties” and “child molesting.”

Sex Offenses, Non-forcible—incidents of unlawful, non-forcible sexual intercourse. Only two types of offenses are included in this definition:

- Incest is non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is non-forcible sexual intercourse with a person who is under the statutory age of consent. If force was used or threatened, or the victim was incapable of giving consent because of his/her youth, or temporary or permanent mental impairment, the offense should be classified as forcible rape, not statutory rape.

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

Aggravated Assault—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.

Burglary—the unlawful entry of a structure to commit a felony or a theft. The UCR classifies offenses locally known as Burglary (any degree) unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts at these offenses as Burglary.

Motor Vehicle Theft—the theft or attempted theft of a motor vehicle.

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

Hate Crimes—any of the aforementioned offenses, larceny, simple assault, intimidation and vandalism 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. Categories of bias are:

- Race -- A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
- Gender -- A preformed negative opinion or attitude toward a group of persons because those persons are male or female. Gender bias is also a Clery Act-specific term, not found in the FBI’s Hate Crime Data Collection Guidelines.

- Religion -- A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
- Sexual orientation -- A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).
- Ethnicity/national origin -- A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).
- Disability. A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Liquor Law Violations—the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Drug Law Violations—the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use; the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance.

Weapons Law Violations—the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

Violence Against Women Act (VAWA)

The Higher Education Act (HEA) defines the new crime categories of domestic violence, dating violence, and stalking in accordance with section 40002(a) of the Violence Against Women Act (VAWA) of 1994 as follows:

Domestic violence -- is defined as a “felony or misdemeanor crime of violence committed by:

- a current or former spouse or intimate partner of the victim,
- a person with whom the victim shares a child in common,
- a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,

- a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies [under VAWA], or
- 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."

Dating violence -- means violence (includes but is not limited to, sexual or physical abuse or the threat of such abuse) committed by a person against another:

- who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - › the length of the relationship;
 - › the type of relationship; and
 - › the frequency of interaction between the persons involved in the relationship."

Stalking – is defined as “engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- fear for his or her safety or the safety of others; or
- suffer substantial emotional distress."

GEOGRAPHIC DEFINITIONS

On Campus

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; and, any building or property that is within or reasonably contiguous to 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).



On Campus Residential (subset of On Campus)

Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility. Currently, TCC has no student residential housing.

Non-campus Building or Property

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

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.

SOURCES FOR CRIME STATISTICS

This report contains crime statistics compiled for the calendar year, plus the previous two calendar years. The information was gathered from reports received by the TCC Police Department, Leon County Sheriff's Office, Tallahassee Police Department, Gadsden County Sheriff's Office and Wakulla County Sheriff's Office.

CRIME STATISTICS

Total Crimes Reported by Tallahassee Community College Police Department, College Officials and Other Law Enforcement Agencies (Reported in accordance with Uniform Crime Reporting and Title IX Definitions and Guidelines)																															
	Total Uniform Crime Reported on TCC Campuses																	Non-Campus Buildings and Properties			On Public Properties in the Area of Campus			Total Uniform Crimes Reported							
	2013						2014						2015						2013	2014	2015	2013	2014	2015	2013	2014	2015				
Offense Types (Includes Attempts)	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER													
Aggravated Assault	0	0	0	0	0	0	3	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	3	2						
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
Domestic Violence	6	0	0	0	0	0	9	0	0	0	0	0	4	0	0	0	0	0	0	0	0	2	6	9	6						
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
Motor Vehicle Theft	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	1						
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
Robbery	1	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	1						
Sex Offenses – Fondling	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0						
Sex Offenses – Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
Sex Offenses – Rape	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
Stalking	0	0	0	0	0	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2	2						
	Total Hate Crime Reported on TCC Campuses																	Non-Campus Buildings and Properties			On Public Properties in the Area of Campus			Total Hate Crime Reported							
Hate Crimes Reported (By Identified Bias)	2013						2014						2015						2013	2014	2015	2013	2014	2015	2013	2014	2015				
	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER													
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1						
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
	Total Arrests and Referrals Reported on TCC Campuses																	Non-Campus Buildings and Properties			On Public Properties in Area of Campus			Total Arrests and Referrals Reported							
Arrests and Referrals (By Reporting Category)	2013						2014						2015						2013	2014	2015	2013	2014	2015	2013	2014	2015				
	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER													
	Drug Law Violations																														
	Arrest	2	0	0	0	0	0	6	0	0	0	0	0	1	0	0	0	0	0	0	0	0	2	6	1						
	Referral	0	0	0	0	0	0	0	0	0	0	0	0	6	0	0	0	0	0	0	0	0	0	0	6						
	Liquor Law Violations																														
	Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
	Referral	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
	Weapons Law Violation																														
	Arrest	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0						
Referral	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1							
	Total Unfounded Crimes Reported on TCC Campuses																	Non-Campus Buildings and Properties			On Public Properties in Area of Campus			Total Unfounded Reports							
	2013						2014						2015						2013	2014	2015	2013	2014	2015	2013	2014	2015				
Unfounded Crimes	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER	MAIN	CAPITAL CENTER	GCHE	FPSI	QUINCY HOUSE	WAKULLA CENTER													
(First Reported in 2014*)	*	*	*	*	*	*	0	0	0	0	0	0	1	0	0	0	0	0	0			0	0	0	0						