



2022 ANNUAL SECURITY AND FIRE SAFETY REPORT

Issue for 2023-2024 Academic Year
Panama City Campus

EDUCATION



AWARENESS



PREVENTION



Although this issue of the Annual Security and Fire Safety Report is being published for the 2023-2024 Academic Year, the criminal statistics being reported are for the 2022 calendar year.

TABLE OF CONTENTS

Message from the President.....	4
Message from the Chief.....	5
Preparation of the Annual Security Report and Disclosure of Crime Statistics	6
Florida State University Police Department	7
Reporting Crimes & Other Emergencies	8
Reporting to FSU Police	8
Reporting to Other Campus Security Authorities.....	9
Confidential Reporting.....	9
Anonymous Reporting	10
University and Local Emergency Numbers.....	11
University Safety Resources	11
Security of and Access to Facilities	12
University Facilities	12
On-Campus Housing.....	12
Emergency Notification and Warning System	13
Timely Warning/Crime Bulletins	14
Crime Prevention Information	15
Alcohol and Drugs	26
Policies.....	26
Programs & Treatment Referral.....	27
Safety Programs	30
Clery Designated Crimes Reporting.....	39
Crime Definitions.....	39
Crime Statistics Location Definitions.....	39
Hate Crimes	41
Crime Mapping.....	44
Crime Statistics	45
Daily Crime and Fire Log.....	46
Sexual Misconduct, Sexual/Gender Based Violence.....	46
Support Services	47
Reporting Options.....	50
Complaint Process	51
Interim Assistance & Protection Orders	53

Confidentiality	54
Victim Rights When Accused is a Student	55
Victim Rights When Accused is an Employee	56
Victim Rights in Criminal Proceedings	57
Healing	58
Sanctions	59
Definitions	61
Anti-Sexual Misconduct Policy	66
University Student Conduct Action	66
Sex Offender Registration – Campus Sex Crimes Prevention Act.....	74
Notification of Missing Students	75
Critical Incident Response	77
Active Shooter	79
Weapons Policy	81
2020-22 Fire Safety Annual Compliance Report.....	83

A MESSAGE FROM PRESIDENT McCULLOUGH



Florida State University prides itself on providing a warm and welcoming environment in which to live, learn, work and visit. The University administration and the FSU Police Department strive to make your FSU experience as pleasant, productive, and safe as possible. In fact, the safety of our students, faculty, staff, and visitors is our top priority.

This annual report includes a wealth of information about programs, services, and resources, and I encourage you to read it thoroughly and do your part to help prevent crime and protect yourself and others. Working together, we can reduce safety risks and continue to foster an environment in which everyone feels safe and secure.

A MESSAGE FROM RHONDA L. HARRIS, ASSISTANT VICE PRESIDENT, AND CHIEF OF POLICE



Thank you for taking the time to review the Annual Security and Fire Safety Report for Florida State University (FSU) which is published annually to provide campus crime statistics and security information in compliance with the Jeanne Clery Act of 1998. Within this report, you will find information on the University's safety and security policies and procedures, on-campus housing fire statistics and crime statistics from on or around the campus, prevention and protection programs, and other resources designed to help in supporting a safe campus community. Our Public Safety Department is comprised of the offices of Emergency Management, Campus Access and Security Systems, Clery Act Compliance, and the Departments of Transportation and Parking Services and the University Police Department.

The Florida State University Public Safety Department is committed to fostering a safe environment conducive to the University's goals of education and research. The University Police Department is a full-service police agency accredited through the Commission for Florida Law Enforcement Accreditation. Accreditation is a foundational pillar of the Police Department's commitment for supplying quality training, equipment, and policy guidance to our officers to better serve the community by implementing best practices in policing and safety services. Officers are respectful, professional, and committed to providing fair and equitable police services for the safety of the campus community.

Likewise, the offices of Emergency Management, Campus Access and Security Systems, Clery Act Compliance, and the department of Transportation and Parking Services strive for continual improvement in the services provided to our community, through the recognition as a Storm Ready University, development and administration of the University's all-hazards emergency framework, assessing the need for and installation of security technologies, and by providing safe accessible late night transportation option. We are committed to the safety of our students, faculty, staff, and visitors and will continue to expand our community outreach and efforts in support of our goals.

I encourage you to review this report, to participate in the safety and educational programs offered, and to use the safety and support resources provided by the University. Campus safety is a shared responsibility at Florida State University and while the vast majority of our FSU community members do not experience crime, an alert informed and involved community is the best crime deterrent. By working together, staying vigilant, and reporting suspicious or criminal behaviors immediately to the University Police, our campuses will be safer communities for everyone.

PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

It is the policy of Florida State University Police Department (FSUPD) to follow all applicable state and federal reporting laws, including the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The Clery Compliance Director oversees the Clery Compliance Program at Florida State University and prepares the Annual Security Report and Annual Fire Safety Report.

Crime and fire statistics contained within this report are obtained from the Florida State University Police Department (FSU PD), Division of Student Affairs, Title IX, Office of Human Resources, and other relevant departments. Additionally, crime statistics from outside law enforcement agencies and Campus Security Authorities (CSAs) are requested on an annual basis. The Clery Compliance Director reviews all crime reports and assesses them for disclosure in this report.

This report contains information on policies and programs for the 2022-2023 academic year. Contained in this report are crime statistics (2021,2022,2023) related to incidents that occurred on property owned or controlled by the University, student organizations that are officially recognized by the University, and on public property immediately adjacent to and accessible to the University. All policies and policy statements within this document apply to all campus locations.

Members of the FSU community are encouraged to use this report as a guide for safe practices on and off campus. Florida State University distributes a notice of the availability of this Annual Security Report and Annual Fire Safety Report by October 1st 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. This report is also available online at police.fsu.edu.

THIS PUBLICATION IS AVAILABLE IN ALTERNATE FORMAT UPON REQUEST

Contact the Office of Accessibility Services at the 874 Traditions Way, 108 Student Services Building, Phone: (Voice) (850) 644- 9566, (TDD): (850) 644-8504.



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). The Department has been re-accredited in 2005, 2008, 2011, 2014, 2017 and again in 2020. In 2017 and again in 2020, the Department received Excelsior Recognition, the highest level of achievement in the Florida Accreditation program. 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 nineteen-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 one thousand feet of any campus owned property. FSUPD has entered into mutual aid agreements with both the Panama City Police Department and the Bay County Sheriff's Office. In addition, mutual aid agreements are held with the Florida Department of Law Enforcement, Florida Highway Patrol, Florida Fish and Wildlife Conservation Commission, Florida Lottery, and the State Fire Marshall. These agreements also extend extra-jurisdictional authority to the FSU Police Department in other parts of the city to conduct investigations and perform other duties. The Department uses uniformed officers to patrol the campus 24 hours per day—on foot, in automobiles, segways and on bicycles. Using a well-established cooperative relationship with local law enforcement, area agencies regularly report to the FSUPD students and organizations that have engaged in criminal activity at noncampus locations.

police.fsu.edu - emergency.fsu.edu/services/seminolesafe

REPORTING CRIMES AND OTHER EMERGENCIES

Reporting to Police

All emergencies should be reported immediately by calling 9-1-1. FSU PD calls for service are received in the communications center by a certified dispatcher. Remember to clearly identify yourself. Give your location or provide visible landmarks or buildings if you are not familiar with campus. Explain the nature of your call and if this is an immediate emergency. The dispatcher will coordinate the appropriate law enforcement, fire rescue, and/or medical service based on your situation. FSU PD will respond as quickly and safely as possible to any request for assistance, whether an emergency or not. FSU PD encourages accurate and prompt reporting of all crimes to the appropriate police agency when the victim of a crime elects to or is unable to make such a report. If a crime is not reported promptly, evidence can be destroyed or the potential to apprehend a suspect is lost.

Crimes reported to and occurring within the jurisdiction of FSU PD will be documented and investigated. If an offender is identified during this process they will be referred as appropriate, to the FSU Office of Student Conduct and Community Standards and/or the Office of the State Attorney, 2nd Judicial Court for any discipline and/or prosecution.

Police reports in the State of Florida are open to public records review under Chapter 119 of the Florida State Statutes, FSU PD, by law, will not hold reports of crimes in confidence unless a specific legal exemption exists.

Safety at Florida State University is shared responsibility of every employee and student on campus. Remaining observant and reporting crime or suspicious activity, will help ensure FSU stays a safe place to learn, teach, and work. For more information on FSU Alerts please visit: alerts.fsu.edu.

Campus Security Authorities (CSAs)

The Clery Act requires institutions to designate and train Campus Security Authorities (CSAs) as an alternative reporting option for those who do not wish to report crimes to the police. Florida State University has designated and trained CSAs across campus, as well as outside security staff, who are classified as CSAs. The function of a campus security authority is to report to the official or office designated by the institution to collect crime report information, such as the campus police or security department, those allegations of Clery Act crimes that he or she receives. CSAs are responsible for reporting allegations of Clery Act crimes that are reported to them in their capacity as a CSA. This means that CSAs are not responsible for investigating or reporting incidents that they overhear students talking about in a hallway conversation; that a

classmate or student mentions during an in-class discussion; that a victim mentions during a speech, workshop, or any other form of group presentation; or that the CSA otherwise learns about in an indirect manner.

Reporting to Campus Security Authorities (CSAs)

While the University prefers that community members promptly report all crimes and other emergencies directly to the FSUPD, 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).” FSU CSAs include, but are not limited to:

- Vice Presidents
- Associate Vice Presidents
- Assistant Vice Presidents
- Deans/Directors
- Police Officers
- Security Officers
- Academic Advisors
- Title IX
- Residence Hall Assistants/Coordinators
- ROTC Command Staff
- Human Resources Office
- Athletic Coaches
- Victim Advocates
- Faculty and Staff Advisors to Student Organizations

Clerical staff do not meet the criteria for being a campus security authority.

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 with the FSU Victim Advocate Program, FSU Health and Wellness Center, Counseling and Psychological Services or the Employee Assistance Program. The confidential reports made to these CSAs are counted and disclosed in the Annual Security Report. Confidential reports can also be made to pastoral and counselor staff. Even though pastoral and counselor staff are encouraged to advise victims of

crimes to report these crimes, there is no requirement that they themselves do so, as they are exempt from being classified as a campus CSA. Confidential reports made to professional or pastoral counselors are not disclosed in the Annual Security Report, however counselors inform individuals of additional confidential resources and the anonymous reporting options below.

- Professional counselor - doctoral and master's level mental health service providers.
- Pastoral counselor – unique form of psychotherapy which uses spiritual resources as well as psychological understanding for healing and growth.

Anonymous Reporting

Persons wishing to anonymously report criminal or suspicious activity, as well as potentially disruptive or concerning behavior occurring on campus, can do so by using FSU PD's "Silent Witness" Program. To use the Silent Witness program go to police.fsu.edu/report-crime/silent-witness-crime-report. The Silent Witness Program may be used by victims or witnesses for the purpose of reporting crimes for inclusion in the Annual Security and Fire Safety Report. Reports submitted in this manner are reviewed by FSU PD Monday through Friday 8:00 am through 5:00 pm. (Excluding holidays). Do not use this system for emergency situations.

To report concerning, troubling or threatening behavior visit report.fsu.edu or call police.

EMERGENCY CONTACT NUMBERS

University and local emergency numbers

Emergencies (calls are toll-free)	9•1•1
FSU Police Department	(850) 774-2705
Panama City Police Department	(850) 872-3100
Bay County Sheriff's Office	(850) 747-4700
Gulf Coast Sexual Abuse Hotline	1(866) 218-4738
Domestic Violence Hotline	(850) 763-0706

Elevator Telephones

Emergency telephones are located in the elevators. Simply lift the receiver or press the button to be connected to University Police.

SECURITY OF AND ACCESS TO FACILITIES

University Facilities

The Florida State University is a public university, and except for residence halls, is open to the public during normal business hours. Academic buildings are open during the evening hours when classes are in session. Many events held in university facilities are open to the public. Access to academic and administrative facilities on campus is limited to students, employees, and visitors for the purpose of work, teaching, and conducting other University business. Access to most buildings is controlled by card access after normal business hours and the buildings have varied levels of access. Access to the libraries requires an official state or University identification card or a passport.

Any FSU student, faculty, and staff with an active FSUCard can enter the libraries at the turnstiles by swiping their FSUCard. Family members, friends and other visitors must stop at the Guest Services desk and obtain a Guest Card prior to entry.

FSUPD Officers and Security personnel patrol campus facilities on a regular basis. For information about the access protocol for a specific building, see the department head or contact FSUPD at (850) 774-2705.

FSU Facilities maintains University buildings and grounds with concern for the safety and security of all persons and property. Inspections are routinely conducted, and repairs are promptly made to ensure that appropriate safety and security standards are maintained. The FSU Police Department assists Facilities personnel by conducting campus lighting surveys and reporting potential safety and security hazards. Students, faculty, and staff are encouraged to call FSU Facilities to report any safety or security hazards at (850) 770-2180.

Campus Housing Security

Seminole Landing is a private on campus apartment community exclusively for fulltime undergraduate and graduate students at FSU Panama City and Gulf Coast State College. Seminole Landing is equipped with a security camera system that covers exterior and interior common areas. Each entrance and access to each unit requires a key fob for entry.

See Seminole Landing Handbook for additional information.

Police Service is provided 24 hours a day, seven days a week by FSU PC Police Officers. If you need emergency assistance, please call 911. The on duty officer can be reached at 850 774 2705 twenty four hours a day, seven days a week.

TIMELY WARNING AND EMERGENCY NOTIFICATION

It is the policy of the Florida State University Public Safety Department to issue Clery Act Emergency Notifications for significant emergency or dangerous situations occurring on campus involving an immediate threat to the health or safety of students, faculty, staff and campus visitors. Likewise, Clery Act Timely Warnings will be issued for specific crimes that represent a serious or continuing threat to the University community and campus visitors. These notifications are intended to inform the community and enable members of the campus community to take protective actions.

Emergency Notifications

The University Public Safety Department is responsible to immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus. Emergency or dangerous situations can be identified and confirmed by law enforcement officers and their supervisors, and the university Office of Emergency Management. Emergency or dangerous situations are confirmed through their on scene assessments and observations, other supporting available information, and through their professional judgement as supported through their experience and training.

Emergency Notifications are most typically sent from the Police Communications Desk or the Office Emergency Management for weather related emergency conditions. These communications are distributed without delay via a system that houses pre-populated template messages that can quickly be selected and readied to distribute. The message is immediately distributed to all employees, staff, faculty, contractors, or others with an FSU email account. Note: Emergency Notifications will be sent after consideration by law enforcement officers of the potential to increase the risk of harm to victim(s), or to compromise efforts to assist a victim, or to contain, respond to or otherwise mitigate the emergency. In these instances Notifications, Timely Warnings or other communications will be sent as the situation evolves and appropriate to the status of the emergency event.

Additionally, members of the campus community are encouraged to opt in to receive SMS text messages, follow FSU Alert on Twitter, and Facebook or the FSU Alert web page, and to download the SeminoleSAFE App to receive these notifications quickly. This system is supported by outdoor/indoor emergency sirens, Alertus Beacons and Desktop notifications. Emergency Notifications may be issued campus wide, to the specific campus impacted, or more narrowly to the area or buildings experiencing the event dependent on the nature and scope of the emergency or dangerous situation. Pertinent safety information will continue to be shared via the

Emergency Notifications System until an All Clear notice is sent or the situation has stabilized and individuals are referred to the FSU Alerts page for more in depth information or instructions.

Timely Warnings

The University Public Safety Department issues Timely Warnings for specific crimes that represent a serious or continuing threat to students, staff, faculty and campus visitors. Consideration is given to the type of crime, continuing threat to the campus community, does this appear to be a one time event, or is it part of a pattern of similar crimes, is the suspect known or in custody, the location of the offense and its proximity to campus, and the risk of compromising law enforcement efforts. Timely Warnings are prepared by members of the university police command staff and reviewed and approved by the Chief of Police. When time permits they are also shared with the Vice President of Administration and Finance and the Assistant Vice President of University Communications or designee. Timely Warnings will include the date time and location of the event, the type of crime, a description of the incident and suspect information (when available), specific crime prevention and safety information to assist the community in detecting, preventing, avoiding and reporting similar crimes, agency contact information for individuals who may have pertinent information. Information related to health safety may also be prepared by university health officials or by the Office of Environmental Health and Safety in cooperation with University Communications, the Division of Student Affairs, Department of Human Resources or other pertinent stakeholders and will be disseminated by University Communications or other appropriate Department.

CRIME PREVENTION AND RISK REDUCTION

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.
- 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 who stop to call the police or AAA for you. Don’t accept a ride with anyone you do not know.

Safety Awareness

- Always keep doors locked, 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.
- 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.

- Always lock your vehicle.
- 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.
- 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.

Safety While Driving

- Check the back seat before entering.
- Always keep your vehicle doors locked, even when driving in daylight, so no one can jump in at a red light.
- Do not roll your windows down for strangers.

If you have a disability

- Be on the defensive; use SAFE Connection at night (850) 644-SAFE.
- Use reflective tape on wheelchairs or other mobility aids.
- Report any hazardous conditions to Office of Accessibility Services at (850) 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, if 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.***

Police service is provided 24 hours a day, seven days a week. FSUPD can be reached at (850) 770-2705. If you are looking for assistance in your hall, call your area's front desk. Each residential area has a front desk that is staffed 24 hours a day.

Safety While 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 three main international study centers in Florence Italy, London England, and Valencia Spain publishes their own safety guides with country specific information for students. Additionally, the branch campus in Panama City, Republic of Panama publishes an annual security and fire safety report. The three guides and report can be accessed at police.fsu.edu.

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 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.

Risk Reduction

You can take an active role in increasing your safety or the safety of those you care about. While there's no way to eliminate the chance that something may happen, there are strategies that may reduce your risk or give you the confidence to step in to prevent a sexual assault. (Taken from Rape, Abuse, & Incest Nation Network, www.rainn.org).

The following tips may reduce your risk for many different types of crimes, including sexual violence.

- Stay Alert -When you're moving around on campus or in the surrounding neighborhood, be aware of your surroundings. Consider inviting a friend to join you. If you're alone, try not to use headphones. If you need assistance call 9-1-1.
- Be careful about positing your location – Some applications use geolocation to publicly share your location. Consider disabling this function.
- Be secure. Lock your door and windows when you're asleep and when you leave the room. If people constantly prop open the main door to the dorm or apartment, report this to a housing authority.
- Protect your drink. Never leave your drink unattended and watch out for your friends' drinks if you can.
- Know your limits. Keep track of how many drinks you've had and be aware of your friends' behavior.
- Lie. You are never obligated to remain in a situation that makes you feel uncomfortable, pressured, or threatened.
- Trust your instincts. If you notice something that doesn't feel right, it probably isn't a good place to be.
- Always have your cell phone with you charged and ready to use.
- Always have cash available in case of an emergency.
- Let friends or family know of your whereabouts, if traveling alone.
- Ensure that everyone has given consent prior to a sexual encounter.
- Consent 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.

- Do not engage in sexual contact if your partner is incapacitated.
- If someone is incapacitated by drugs or alcohol, they cannot consent to sexual activity.
- Be an active bystander. If you see something that doesn't feel right to you, you can make a personal choice to address the issue. Use the 3 Ds of bystander intervention: direct, delegate, and/or distract.
- Learn how to be an active bystander by attending a Green Dot Bystander Intervention training.

UNIVERSITY ALCOHOL POLICY

Florida State University affirms the guiding ethical principle of responsible freedom. Students, staff, and faculty are expected to show respect for order, ethical conduct, and the rights of others, and to model in daily living a high sense of personal honor and integrity. Florida State University neither encourages nor condemns the legal consumption of alcoholic beverages. The University recognizes, however, that the majority of undergraduate students are below the legal drinking age and that there are serious health risks and behavior problems associated with the use of alcohol in the collegiate environment. Consequently, alcohol will be permitted at Florida State University or programs sponsored by Florida State University or its direct support organizations only in those settings which:

- Comply with federal or state laws, local ordinances, University regulations, foreign country laws (in the case of study abroad programs conducted by Florida State University International Programs, Inc.), Student Conduct Code, Student Organization Conduct Code, and this policy.
- Present minimal health and safety risks.
- In no way inhibit the full participation of those who choose not to drink alcohol.

Events and activities that encourage excessive drinking and/or lead to the endangerment of individuals will not be permitted. Any person or group in violation of federal or state laws, local ordinances, or of this policy will be reported to the proper federal, state, local or university authorities for appropriate action.

Policy Pertaining to All Members, Groups, Events, and Organizations in the University Community and Non-University Members, Groups, Events, and Organizations

- No individual under the legal drinking age (minimum of 21 years of age permitted by the State of Florida or the minimum age prescribed by the laws of foreign countries, but in no case below the age of 18 years of age) may serve, sell, consume or possess alcohol on University properties, except to the extent allowed by law within licensed premises or designated areas of the University.
- Alcohol must be served by a licensed and insured third party vendor. No individual may serve or otherwise provide alcohol to persons under the legal drinking age.

The Consumption of Alcohol on University properties will be restricted to the following areas:

- Florida State University Law School Rotunda.

- Licensed areas of the university (e.g., Center for Professional Development, Club Downunder, Crenshaw Lanes, Renegade Grill).
- Academic food service facilities.
- University Center (UC) areas include Skyboxes, Miller Hall (C3300), President's Box (Level 7), Booster/Alumni Board Rooms (C5300, C5301), University Club (Building B, Floor 3), Meeting Rooms (Building B, Floors 5 and 6).
- Lounges in Beth Moor at Longmire Building.
- WFSU-TV and Radio Broadcast Center.
- Premises in and around President's house, Pearl Tyner Alumni Center, and surrounding grounds.
- University property not located on the main campus, which has been leased by the University to private entities or persons, referred to in this rule as "private premises," such as Heritage Grove.
- Private University living quarters where those present are of legal drinking age (see the Guide to Residence Living, Community Expectations, for further restrictions that may apply in residence halls; or in the case of living quarters provided for study abroad programs, see policies promulgated by Florida State University International Programs Association, Inc.).
- Premises in Doak Campbell Stadium area used or licensed for use on football game days.
- At the following sites, when provided in conjunction with an artistic or municipal event: Fine Arts Gallery, Opperman Music Hall Reception/ hospitality room, Fine Arts Building, FSU Lab Theater.
- Werkmeister Reading Room (201 Dodd Hall); 13.
- In common areas for special events approved by the University President or his/her designee. For faculty, the designee is the Vice President for Faculty Development and Advancement, for student groups, the designee is the Vice President for Student Affairs, and for all other groups the designee is the Vice President for University Relations.

The sale of alcohol on campus must be approved by the President or designee. Although the President or designee may approve the sale of alcohol on campus, only the Division of Alcoholic Beverages and Tobacco can issue the permit required to sell alcohol in the state of Florida.

Laws and Regulations: All members of the campus community (students, faculty, staff, alumni, and guests) must adhere to all applicable federal or state laws, local ordinances, and University regulations related to the sale and use of alcohol. They include, but are not limited to the following:

- It is unlawful for any person to aid or abet an underage person, as defined by Section 1 (a), in the purchase or attempt to obtain alcoholic beverages.

- It is unlawful for any underage person to falsify a driver's license or other identification document in order to obtain or attempt to obtain alcoholic beverages.
- It is unlawful for any person to permit use of his/her driver's license or any other identification document by an underage person to purchase or attempt to purchase alcoholic beverages.
- No person may bring any type of alcoholic beverage into a licensed facility or area, nor may any person take alcoholic beverages out of the licensed facility or area, except that a bottle of wine purchased, but not fully consumed, at the University Center Club or similar restaurant establishment on campus may be removed by the person after it has been recorked as allowed by law.
- Transportation of all alcoholic beverages on campus shall be in unopened and unobservable containers.
- Damage to or destruction of property, or injury to person(s), which is caused by or can be shown to be related to the consumption of alcohol will be subject to disciplinary action, as will any other violation of this rule.

Guidelines for University Sponsored Events

Definition: Large public and formal events where the University acts in symbolic ways to honor, celebrate, and reward achievements central to its mission (e.g., graduation, convocation, dedications, awards, ceremonies). These events convey important values about what is central to the University. Florida State University is concerned with the image conveyed when alcohol service is included as part of these events.

All University Sponsored Events are subject to the guidelines outlined in Section I of the alcohol policy.

Alcohol will not be served at any reception or other function, as defined above, sponsored by the University or taking place on the University campus where attendance is essentially open to the public and is not controlled by such means as individual invitation, registration, reservation and/or a fee payment process.

At those functions where attendance will be predominately alumni and friends of the University, and controlled by individual invitation, registration, reservation, or a fee payment process, alcoholic beverages may be served with the following restrictions:

- All persons will be required to show identification, including birth date, to ensure that they are a minimum of 21 years of age in the state of Florida.
- The right to refuse to serve anyone who seems to be in danger of over consumption.

- An ample supply and variety of food and non-alcoholic beverages will be available.

At University sponsored functions where attendance will be predominately students, no alcoholic beverages will be served, regardless of the degree of control exercised over attendance.

Tailgate Events

Definition: Gatherings occurring in the designated parking areas surrounding the area of Doak Campbell Stadium prior to and after scheduled football games.

Florida State University does not support or condemn the consumption of alcohol by individuals 21 years of age or older at tailgate events.

Florida State University does not condone any act related to excessive consumption of alcohol that impairs, interferes, or endangers the safety or enjoyment of anyone attending these events, including the individual who chooses to consume alcohol.

Individuals who choose to consume alcohol are responsible for their behavior and should not operate a motor vehicle after they have consumed alcohol.

State and Local Penalties

Common alcohol offenses in Leon County are:

- Possession or attempt to purchase alcohol by a person under 21 years of age.
- Using a false driver's license ID or allowing someone to use your driver's license for an ID card.
- Providing alcohol to a person under 21.

The typical penalty for a first offense of any of the above is a diversion program, a \$180 fine and 10 hours community work program. The maximum penalty for a first offense is 60 days in jail and a \$500 fine.

Note: These are only for information. State sanctions are subject to change by the Florida Legislature.

Administration and Enforcement of Policy

The Vice President for Faculty Development and Advancement is the responsible University official for administration of the alcohol policy for all events involving primarily faculty. The

Vice President for Student Affairs is the responsible administrator for students and student groups. The Vice President for University Relations is the responsible University official for administration of the alcohol policy for events managed by the direct support organizations and for those involving all other groups and individuals. Changes and revisions shall be coordinated by the Vice President for Student Affairs in consultation with other Vice Presidents and the General Counsel, subject to final approval of the President of the University.

- Enforcement of the alcohol policy shall reside in the Student Conduct and Community Standards department for individual student and student organization cases, and the Office of Faculty Development and Advancement for faculty related violations. Enforcement of the alcohol policy for all other groups, including outside groups, organizations, and individuals shall reside in the Vice President for University Relations.
- The University maintains the right to forward possible violations of federal or state laws, local ordinances, and University regulations, to the proper authorities through the Florida State University Police Department.

Health Risks

Alcohol consumption may cause a number of changes in behavior which are related to dose, rate of intake, body size and percentage of body fluid, expectations, social environment, physical conditions (disease or, more commonly, hormonal cycles can be factors), enzyme differences, and concentration of alcohol in a drink. It may increase aggressiveness, lower inhibitions, cloud judgment, reduce resistance, and hamper the ability to make decisions.

Alcohol first affects the area of the brain responsible for higher functions, such as decision making and social inhibitions, suppressing an individual's self-control. Alcohol in the blood can slow reaction time, reduce muscle coordination, and impair eyesight, contributing to deficits in performance, judgment, memory, and motor skills. Even low doses can significantly impair the judgment and coordination required to drive a car safely. Florida State University reiterates that no one should ever drink alcohol and drive. The designated driver should never drink alcohol.

Moderate to high doses of alcohol may cause marked impairments in higher mental functions, altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol may produce the effects just described above.

Educational Resources and Support

In support of responsible management of alcohol, the University provides numerous resources and support services available to students, faculty, and staff of Florida State University, including alcohol education, counseling, treatment, rehabilitation, re-entry, prevention, and

intervention, as well as other educational programs and volunteer opportunities. Below are just a few of these resources and services.

- Counseling and Psychological Services (850) 644-(TALK 8255)
- The Employee Assistance Program (EAP) (850) 644-2288
- Center for Couple & Family Therapy (CCFT) (850) 644-1588
- The Human Services Center (850) 644-3857
- The Psychology Clinic (850) 644-3006
- Center for Health Advocacy and Wellness (CHAW) University Health Services (850) 644-8871
- Helpline 211 (850) 617-6333, 211
- Alcoholics Anonymous (850) 224-1818

For further details, see the [2022 Drug Free Schools and Communities Act biennial report](#) covers the 2020 – 2021 and 2021 – 2022 academic years (FY 20-22). The report is prepared to meet the requirements of the 1989 amendments to the Drug-Free Schools and Campuses Act, as articulated in Part 86, the Drug-Free Schools and Campuses Regulations. This report includes the prevention, education, counseling and disciplinary programs and activities conducted by the University community as well as relevant data collected on student knowledge, behavior, attitudes and perceptions.

EMPLOYEE STANDARDS OF CONDUCT REGARDING ILLICIT DRUGS AND ALCOHOL

Standard of Conduct

The University Standard of Conduct is that no employee will report to work under the influence of or unlawfully possess, use, or distribute illicit drugs and alcohol on university property or as part of any University activities.

Legal Sanctions

State law prohibits the possession of alcoholic beverages by persons under age 21, punishable for the first offense by a definite term of imprisonment not exceeding 60 days and/or a \$500 fine, and for a subsequent offense by a definite term of imprisonment not exceeding 1 year and a fine of \$1,000. It is similarly prohibited and punishable to distribute alcohol to minors. State law makes it a crime for any person to possess or distribute illicit drugs (controlled substances as described in Section 893.03, Florida Statutes) under Section 893.13, Florida Statutes. Law provides certain limited exceptions. The crimes range from second-degree misdemeanors (up to 60 days imprisonment and up to a \$500 fine) to first-degree felonies (up to 30 years imprisonment and up to \$10,000 fine). Trafficking (distributing specified large quantities of various controlled substances under Section 893.03, Florida Statutes) under Section 893.135, Florida Statutes is punishable, depending on the particular illicit drug, quantity involved and location, by a minimum term of imprisonment of 3 to 30 years and a fine of \$25,000 to \$500,000. Federal trafficking penalties for first offenses, depending upon the illicit drug involved, range from not more than 1 year imprisonment and a fine of not more than \$100,000 for an individual to 40 years to life imprisonment and a fine of not more than \$200,000 for an individual to not less than life imprisonment and a fine of not more than 8 million dollars for an individual. Florida State University requires that an employee notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

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

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including murder, rape, armed robbery, vandalism, spouse and child abuse, and drunk driving. Moderate to high doses of alcohol can cause marked impairment in higher mental functions, severely altering a person's ability to learn and remember

information. Heavy use may cause chronic depression and suicide and is also greatly associated with the abuse of other drugs. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects described. The use of even small amounts of alcohol by pregnant women can damage their fetus. Long term heavy alcohol use can cause digestive disorders, cirrhosis of the liver, circulatory system disorders and impairment of the central nervous system, all of which may lead to an early death.

Repeated use of alcohol can lead to dependence, particularly in persons with one or more parents or grandparents who were problem drinkers. At least 15-20% of heavy users will eventually become problem drinkers or alcoholics if they continue drinking. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms including severe anxiety, tremors, hallucinations and convulsions, which can be life threatening.

All illicit drugs are health threatening. Examples include cannabis - impairment of short-term memory and comprehension and ability to perform tasks requiring concentration, lung damage, paranoia and possible psychosis; narcotics, depressants, stimulants and hallucinogens - nervous system disorders with possible death the result of an overdose. Illicit inhalants can cause liver damage. Dependence and addiction are a constant threat to users.

Available Rehabilitation and Treatment

Drug and alcohol counseling and rehabilitation programs are available for both faculty and staff through the FSU Employee/Faculty Assistance Program by calling 850-644-2288. For faculty members, a Dean, School Director, or Department Chair who determines that a faculty member in their unit may have such a problem will contact the Vice President for Faculty Development and Advancement, who will arrange for assistance from the Faculty Assistance Program. The goal of this service is to counsel the at-risk faculty member into participating in a rehabilitation program at one of the local service agencies or a similar program in the private sector.

Florida Board of Education rules and FSU/BOT-UFF Collective Bargaining Agreement provide that faculty whose alcohol or substance abuse impairs their ability to perform assigned duties will be placed on Compulsory Leave. Written notification to the faculty member placing the faculty member on compulsory leave shall include the duration of the compulsory leave period and the conditions under which the faculty member may return to work. These conditions may include the requirement of the successful completion of, or participation in, a program of rehabilitation or treatment, and follow-up medical certification(s) by the health care provider, as appropriate. If the faculty member fails to fulfill the terms and conditions of a compulsory leave and/or is unable to return to work and perform assigned duties at the end of a leave period, the President or representative should advise the faculty member, as appropriate, of the Florida

Retirement System's disability provisions and application process, and may, based upon the University's needs:

- a. offer the faculty member part-time employment.
- b. place the faculty member in leave without pay status in accordance with university policies or extend such status.
- c. request the faculty member's resignation.
- d. release the faculty member from employment, notwithstanding any other provisions of this Agreement.

In addition, help is also available through the following:

Alcoholics Anonymous 850-224-1818 (www.aa.org)

Narcotics Anonymous 850-224-2321 (bb.naflorida.org)

Telephone Counseling and Referral Service 850-224-6333

Institutional Disciplinary Sanctions

The University will impose disciplinary sanctions on employees who violate the standards of conduct described.

The disciplinary sanctions for the illegal possession, use or distribution of illicit drugs and alcohol, reporting to work under the influence, and using alcohol or drugs while on duty will be consistently enforced and will range from a written reprimand to a 3-day suspension without pay on the first occurrence, up to and including or dismissal from employment on the first occurrence.

Sanctions will be taken in accordance with applicable collective bargaining agreements and/or other applicable policies and procedures, as well as referral for violation of the criminal law. A sanction may also include the completion of an appropriate rehabilitation program.

Florida State University requires all current employees (excluding faculty) to inform their supervisor within two business days if arrested for any felonies or first -degree misdemeanors (or the equivalent thereof in another state). The employee must also notify their supervisor of the final disposition of their case within two business days. In both circumstances, the supervisor must immediately consult with the Office of Human Resources, Employee & Labor Relations section, to determine if the offense is job related and for additional guidance.

Drug Free Workplace

No employee will report to work under the influence of or unlawfully possess, use, or distribute illicit drugs and alcohol on university property or as a part of any University activity.

Tobacco-Free Campus

For the health and wellness of the campus community, tobacco use, including simulated tobacco use such as electronic cigarettes, is prohibited on property, interior and exterior, owned or managed by Florida State University within the State of Florida. Tobacco is not permitted in university facilities, common or private work areas, elevators, hallways, garages, restrooms, dining areas, employee lounges, conference and meeting rooms, and all other enclosed or semi-enclosed areas. Additionally, no tobacco use will be permitted in outdoor areas including parking lots, parking garages, grounds, rooftops, plazas, courtyards, entrance/exit ways, University-owned or leased vehicles, and any other indoor or outdoor areas owned or managed by the University. This policy applies to all Florida State University students, employees, consultants, contractors, visitors, external individuals, and companies renting university-owned or managed space. It is important that everyone participate in the establishment and maintenance of our tobacco-free campus. This shared enforcement responsibility will ensure a healthy environment for all of us, as well as reduce the hazards, accidental fires, and costs associated with the disposal of discarded tobacco products.

SAFETY PROGRAMS AT FLORIDA STATE UNIVERSITY

SeminoleSAFE Mobile App

Stay Aware, Safe and Secure with the SeminoleSAFE Mobile App. The SeminoleSAFE app is your official mobile safety tool from Florida State University. It is built from a collaboration of multiple campus entities including FSU Police, Emergency Management, Department of Student Support and Transitions, University Health Services, Student Counseling Center, Environmental Health & Safety, Housing, Athletics, Facilities and many more.

Regardless of if you are student, faculty, staff, alumni, sports fanatic, or a friendly neighbor, SeminoleSAFE has something for you! We've worked hard to make SeminoleSAFE a valuable tool you'll want to use daily to make your life safer and easier. Go to emergency.fsu.edu/services/seminolesafe for more information and to download the free SeminoleSAFE app.

SeminoleSAFE Key Features:

- Get Help - Whether it's a life-threatening emergency, a non-emergency concern, or a crime tip; on or off campus; we've given you several options to relay those concerns, including some anonymous ones.
- FSU ALERT - As if the multiple methods of delivery from the FSU Alert Emergency Notification and Warning System weren't enough, we've added one more conveniently placed within this app.
- How to Respond - What do you do when something bad happens? Don't worry, we have you covered. Tons of guides and tips on what to do before an emergency to prepare, during one to respond, and after to recover.
- Weather - Stay aware of forecast and current weather conditions throughout campus and community, all in one spot. Don't forget that umbrella!
- Friend Walk - Scared of walking alone? Temporarily share your location with a friend using Friend Walk and instantly call 9-1-1 if you're in danger. Your location is no longer shared when you end a walk to protect your privacy.
- Maps & Directions - Lost? It's OK. It happens... We've given you several maps to get you safely across campus. Find a blue light safety phone, a Seminole Express or StarMetro bus. You can even see current traffic conditions around campus with the built in Waze traffic map.
- Directories & Resources - Don't know who to call? We do! Consider this your phone book to all our key campus, community, regional, state and federal partners who all play a part in keeping you safe.

- Branch Campuses - Did you think this was just another Tallahassee app? Nope. We've got all of our branch campuses programmed in with your local resources too.
- Toolbox - Need a light? Get some attention? Send someone your current location. Here's some helpful tools to help you out.
- Property Registration - Need to register your personal property in the event your property is stolen? We've got you covered on that too!
- Game Day Guide - Everything you need to know for home football games from where to park, what can / cannot be brought inside, to how to get help with a problem.
- Housing Move in Guide - Moving into FSU Housing doesn't need to be stressful. We'll give you tips on how to make the move-in process smooth and painless.

Campus Emergency Response Volunteers (CERV)

CERV (Campus Emergency Response Volunteers) is a volunteer program that was first established in 2019. CERV is open to all students, faculty, and staff and offers training throughout the year that can support campus public safety initiatives and response efforts.

CERV training includes:

- Sheltering – Taught by instructors from the American Red Cross.
- Hands on CPR – Taught by instructors certified by the American Heart Association or the American Red Cross.
- Stop the Bleed – Taught by certified instructors from FSU’s Medical Response Unit (MRU).
- Mental Health First Aid – Taught by FSU Counseling and Psychological Services.
- Active Shooter Training – Taught by Crime Prevention Officers from FSUPD.
- SKYWARN – Taught by meteorologists from the National Weather Service (NWS).
- Search & Rescue – Training from local partners and participate in SAR efforts.
- Drill & Exercise Support – CERV members may be requested to serve in support roles during drills and exercises.

HOW TO JOIN

Join the Emergency Management Canvas page if you are interested in joining CERV.

<https://canvas.fsu.edu/enroll/N8YWGJ>

Safety Planning

Members of the Department of Student Support and Transitions 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.

Student Conduct and Community Standards

The department of Student Conduct and Community Standards (SCCS) is a component of the Health, Wellness and Safety portfolio of the Division of Student Affairs. The department promotes responsible decision-making that fosters student-centered learning and accountability in alignment with community values and expectations. The staff assist students in upholding community standards as the office addresses allegations involving students who may have violated the Student and/or Student Organization Conduct Codes. Through the conduct process, students or student organization charged with alleged violations of the Code(s) are informed of their rights, given an opportunity to be heard and if found responsible, held accountable for their behavior.

Behavior that adversely affects the University community, to included off campus behavior, is addressed through SCCS. For information, visit sccs.fsu.edu or call (850) 644-5136.

Victim Advocate Program (VAP)

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 24/7 by calling (850) 644-7161 or texting (850) 756-4320. VAP can also be contacted by emailing victims-advocate@fsu.edu.

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.

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 residence hall community 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 police.fsu.edu/organization/crime-prevention-outreach/adopt-copp for more information.

Security and CPTED (Crime Prevention through Environmental Design) Surveys

Campus police officers, certified by the American Crime Prevention Institute and/or the Florida Crime Prevention Training Institute, regularly visit residence halls and other campus academic facilities to inspect landscaping and security concerns. Officers inspect lighting, shrubbery length, entry points, exterior/interior vulnerabilities, safety concerns, visitor management and CCTV coverage. These officers will create a final report with findings and crime prevention recommendations that will be shared with the appropriate administrator, 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.

Sexual Assault Prevention

All new incoming students are required to complete an online sexual violence prevention educational program which covers topics including definitions related to sexual misconduct; campus conduct policies and state statutes; reporting options: acquaintance assault; abusive relationships; bystander intervention; survivor support; understanding trauma; and on- campus and off-campus resources. New employees (including Faculty, Staff and OPS) are required to complete New Employee Orientation. (NEO) on Canvas (FSU's learning management system) is a module titled "NEO: Anti-Sexual Misconduct – Awareness and Prevention Training," from the Human Resources Office. The module includes topics such as: definitions related to sexual misconduct; campus conduct policies and state statutes; reporting options: acquaintance assault; abusive relationships; bystander intervention; survivor support; and on- campus and off-campus resources. The module is a 30-minute, self-paced module.

Additionally, throughout the year, there are several thematic prevention initiatives that focuses on domestic/relationship violence awareness and prevention, healthy relationships, and sexual violence prevention. Each series is organized and facilitated by a variety of campus partners and is open to faculty, staff and students throughout the year.

Thematic prevention initiatives include:

- Sex and Respect Week (September): Sex and Respect Week offers programming to promote healthy and respectful relationships among college students and to reduce risks of STIs and unplanned pregnancies. Events include social media awareness campaigns, tabling, and educational presentations with student organizations, classrooms, and residence halls.
- Domestic Violence Awareness Month (October): Domestic Violence Awareness Month offers programming to raise awareness about domestic and dating violence, build a community of support for survivors, educate the campus community to recognize dynamics of unhealthy relationships, and to promote healthy relationships. Programming includes social media awareness campaigns like Purple Thursday and educational presentations with student organizations, faculty and staff, and classrooms.
- Healthy Relationships Week (February): Healthy Relationships Week offers programming to promote healthy relationships among college students and educate the campus community on dynamics of unhealthy relationships. Programming includes educational presentations with student organizations, classrooms, and residence halls.
- Sexual Assault Awareness Month (April): Sexual Assault Awareness Month offers programming to raise awareness about sexual violence, build a community of support for survivors, and to grow a collective understanding of consent. Programming includes social media awareness campaigns like Teal Tuesday and Denim Day, educational

presentations with student organizations, residence halls, and faculty and staff, and survivor support events like Take Back the Night.

R.A.D. (Rape Aggression Defense)

R.A.D. is a program of realistic self-defense tactics and techniques for women. It is designed to “develop and enhance the options of self-defense, so they may become viable considerations to the women who is attacked.” R.A.D. is a twelve-hour course that is broken up over multiple days. The class is offered by the university as a P.E. credit for FSU students. FSUPD also holds multiple classes each Fall and Spring semester that is open to public. For more information, call (850)644-3660 or go to <https://police.fsu.edu/organization/crime-prevention-outreach/rape-aggression-defense-rad-training>

Response to an Active Shooter (Run, Hide, Fight) Training

This one-hour training class is led by FSUPD’s Crime Prevention Officers. It is designed to provide an overview of the FSU Police Department as well as recent and past events involving active shooter events. This class will provide important lessons that can save lives. The training also incorporates videos and hands on demonstrations, with safety in mind, to provide visual examples of the actions one can take to increase their survivability of an active shooter event. Topics of instructions include Overview of FSUPD, active shooter statistics, the Run, Hide, Fight principles of responding to an active shooter event, power of being present and aware, identifying suspicious people, and law enforcements response. For more information, call (850)644-3660 or go to <https://police.fsu.edu/organization/crime-prevention-outreach/surviving-active-shooter-event>

Safety through Environmental Presence (S.T.E.P.) Training

This one-hour program is designed to improve an individual’s overall awareness of their surroundings, positioning, and the importance of vocalization. This program provides simple and effective options of self-defense in the event of a violent encounter. S.T.E.P. provides safety options for yourself, the office, the home, dating, parking in parking lots, social media, driving, rideshares or taxis and public transportation. For more information, call (850)644-3660

FSU kNOw MORE

Florida State University prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking. 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. Resources are available at knowmore.fsu.edu.

Green Dot

Green Dot is a bystander intervention initiative that recognizes that most people care about the high prevalence of power based personal violence but do not 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. The Green Dot Program takes a multi-level approach engaging both faculty & staff, as well as students in an effort to prevent violence through Bystander intervention. Green Dot focuses on creating campus wide culture change through the diffusion of knowledge and bystander intervention skills. A Green Dot is a behavior, choice, or action that promotes safety for everyone. It communicates intolerance for [sexual violence](#), [dating violence](#), and [stalking](#).

The four steps of bystander intervention are:

- 1) recognize warning signs (also known as red dots)
- 2) identify barriers or things that would prevent you from intervening.
- 3) intervene (also known as reactive green dots)
- 4) strengthen positive campus norms (also known as proactive green dots)

If you see something, here are some ways you can intervene using the 3 Ds of Green Dot bystander intervention:

- Direct: Take a direct approach. If you see something that looks concerning to you, address it directly with those involved. Ask if everyone is okay and if you can help the situation.
- Delegate: If you do not feel comfortable intervening yourself, you can ask someone else to help who may be more equipped. Ask for a friend to help you distract or confront, find the person's friends and tell them you are concerned about their friend's safety, or call law enforcement.
- Distract: You can indirectly intervene by intentionally distracting those involved. Ask for directions, spill a drink, or engage them in conversation.

For more information about Green Dot please visit - knowmore.fsu.edu/know-more-initiative/green-dot

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.”

Smart Choices Program

The Center for Health Advocacy and Wellness at University Health Services located at the Health & Wellness Center offers the “SMART CHOICES” program that introduces the student to a process of self-examination that may lead to improved decision making and behavior change. 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 (uhs.fsu.edu). Students may also seek treatment for substance abuse problems at Counseling and Psychological Services, (850) 644-TALK (8255), located within the Student Life Building. The FSU Center for Couple and Family Therapy (CCFT), (850) 644-1588, provides referrals, limited treatments, and evaluations for alcohol and substance abuse.

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.

Student Escorts

If you walk on campus at night take precautions and know your surroundings and walk with a friend whenever possible. If you feel uncomfortable and need assistance you can call the FSU PC Police duty phone at 850 774-2705 and ask for an escort.

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 local law enforcement agencies within jurisdictional boundaries.

CLERY 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 is 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 using 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 of any self-propelled vehicle that runs on land surface and not on rails, such as sport utility vehicles, automobiles, trucks, buses, motorcycles, motor scooters, trail bikes, mopeds, all-terrain vehicles, self-propelled motor homes, snowmobiles, golf carts and motorized wheelchairs.

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.

VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES

Domestic Violence: A felony or misdemeanor crime 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; 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 of violence occurred.

Dating Violence: 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.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's 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 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.

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION

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 Abuse 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.

Weapon 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. This classification encompasses weapons offenses that are regulatory in nature.

HATE CRIMES

A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

Although there are many possible categories of bias, under Clery, only the following categories are reported:

- Gender - A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, (e.g., male or female)
- Disability - A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital, or acquired by heredity, accident, injury, advanced age or illness.
- Ethnicity - A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
- Gender Identity - A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity (e.g., bias against transgender or gender non-confirming individuals).
- 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 or African Americans, whites).
- 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).
- National Origin - A preformed negative opinion or attitude toward a group of persons based on their actual or perceived country of birth.
- Sexual Orientation - A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

In conjunction with the Clery Act, hate crimes include any of the offenses that are motivated by bias:

- Murder and Non-Negligent Manslaughter
- Sexual Assault
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Larceny-Theft
- Simple Assault
- Intimidation
- Destruction/Damage/Vandalism of Property

Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property are only included if they are hate crimes.

LARCENY-THEFT - The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

SIMPLE ASSAULT - The 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.

DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY- To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

CLERY GEOGRAPHY DEFINITIONS

For the purposes of collecting statistics for submission to the Department of Education and inclusion in Florida State University's 2022 Annual Security Report, Clery geography includes buildings and property that are part of the institution's campus (including a subset of on-campus student housing facilities), the University's noncampus buildings or property, and public property within or immediately adjacent to and accessible from campus. For the purposes of maintaining the University's crime log, Clery geography also includes areas within the patrol jurisdiction of the campus police.

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.

On Campus Student Housing Facility - Any student housing facility that is owned by or controlled by the institution or is located on property that is owned or controlled by the institution and is with I the reasonable contiguous geographic are that makes up campus.

Public Property – All public property, including thoroughfares, streets, sidewalks, and parking facilities, which is within the campus, or immediate adjacent to and accessible from the campus.

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 owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes.

CRIME STATISTICS 2020-2022

Total Reported Crimes 2020-2022

All statistical information provided below is to assist those viewing the information in assessing the level of Clery Act crime occurring on/within the geographical area of Florida State University.

Crime Classification	ON-CAMPUS BUILDING OR PROPERTY						NON-CAMPUS BUILDING OR PROPERTY			PUBLIC PROPERTY			UNFOUNDED			Total Crimes Reported		
	2020		2021		2022		2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	Total	Student Housing	Total	Student Housing	Total	Student Housing	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total
Murder/Non-Negligent Manslaughter	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	N/A	1	1	1	1	0	0	0	0	0	0	0	0	0	1	1	1
Fondling	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VAWA Offenses																		
Domestic Violence	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests																		
Weapons Arrests	0	N/A	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Drug Law Arrests	0	N/A	0	0	0	0	0	0	0	2	1	0	0	0	0	0	2	1
Liquor Law Arrests	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals																		
Weapons Referrals	0	N/A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Referrals	0	N/A	3	3	1	0	0	0	0	0	0	0	0	0	0	3	3	1
Liquor Law Referrals	0	N/A	1	1	2	0	0	0	0	0	0	0	0	0	0	1	1	2

Student housing opened in 2021

Hate Crimes	Unfounded Crimes
2020 - No reported hate crimes.	2020 - No unfounded crimes.
2021 - No reported hate crimes.	2021 - No unfounded crimes.
2022 - No reported hate crimes.	2022 - No unfounded crimes.

For Clery Act purposes, a crime is considered unfounded only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

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 upon request at the FSU PC Police Department located in the Administrative Services Building. A copy of any maintained Daily Crime Log will be made available for viewing, within forty-eight hours of notice.

SEXUAL MISCONDUCT, SEXUAL/GENDER BASED VIOLENCE

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.

FSU Policy 2-2 - Sexual misconduct is contrary to Florida State University's ("FSU" or "University") mission and vision, the State University System of Florida's regulation BOG 6.0105, Title IX of the Education Amendments of 1972, and the Violence Against Women Act (VAWA) Amendments to the Clery Act. The University is committed to providing and maintaining programs, activities, and an educational, work, living, and social environment founded on civility and respect, where no one is unlawfully excluded from participation in, denied the benefits of, or subjected to discrimination in any University program or activity on the basis of any protected category, including sex, pregnancy, sexual orientation, gender identity, or gender expression. The University strongly promotes the involvement of everyone, regardless of status with the University, in making FSU a safe and welcoming environment. In order for the University to address situations of sexual misconduct, individuals should promptly report an incident.

The Anti-Sexual Misconduct Policy can be found at:

<https://regulations.fsu.edu/sites/g/files/upcbnu486/files/policies/president/FSU%20Policy%202-2.pdf>

The Title IX Compliance Policy can be found at:

regulations.fsu.edu/sites/g/files/upcbnu486/files/policies/president/FSU%20Policy%202-2a.pdf

The Equal Opportunity, Non-Discrimination and Non-Retaliation Policy can be found at: <https://policies.vpfa.fsu.edu/policies-and-procedures/faculty-staff/equal-opportunity-and-compliance-eoc>

FSU continues to provide institution-wide programs and services to educate our students, faculty, staff and visitors 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 an individual experiences sexual misconduct, FSU wants to assist them. FSU's policies prohibit retaliation for making complaints of sexual misconduct. Victims of sexual misconduct have rights and options. Please visit: knowmore.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: knowmore.fsu.edu.

The University provides notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims, both within the institution and community. This information is provided during New Student Orientation and New Employee Orientation and is accessible via postings throughout campus including online sources.

Confidential Support on Campus

FSU Victim Advocate Program

Contact VAP 24/7 at (850) 644-7161 (phone) or (850) 756-4320 (text), or non-emergency at victims-advocate@fsu.edu.

FSU Victim Advocates provide support to victims 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. You do not have to file a police report or University complaint to receive support.

A Victim Advocate can help you by:

- Providing 24-hour crisis counseling and emotional support.
- Going with you to the hospital or other medical appointments.

- Explaining your reporting options and what to expect when you file a criminal report or University complaint.
- Accompanying you to file criminal charges with the police.
- Assisting you in filing a complaint with the University.
- Serving as your advisor or support person during any proceedings or meetings you have with the University to address the situation.
- Assisting you in obtaining a protective injunction, or University no-contact order.
- Assisting you with financial aid questions or concerns.
- Arranging temporary lodging for FSU student victims when an unsafe condition exists or lodging for parents who come to provide support to the student during the time of crisis.
- Assisting you in requesting academic accommodations (like class changes), transportation changes, or work accommodations to ensure your safety.
- Assisting in filing for victim compensation.
- Referring you to support services on and off campus.

Medical Services & Collection of Evidence

Victims will be provided information in writing that addresses the importance of preserving evidence that may assist in proving that the alleged criminal offense occurred and/or in obtaining a protection order. Victims will also be provided in writing what steps to take to preserve such evidence. Victims of sexual violence are encouraged to seek medical attention and an evidence collection exam at the Refuge House SAFE Center or Tallahassee Memorial HealthCare emergency room as soon as possible. A Victim Advocate can accompany you to the facility.

Because physical evidence is extremely important in the prosecution of sexual violence and in obtaining a protective order, it is strongly recommended that victims do not eat, drink, use the restroom, change their clothing, or clean their body prior to evidence collection. However, a victim can still choose to have an exam if these activities have occurred.

Victims can seek an evidence collection exam anonymously and do not have to report having the exam to law enforcement or to University administrators. The exam and any associated medical treatment are free. FSU's Victim Advocates are available 24/7 to accompany victims to the hospital or other medical services.

University Health Services

Even if you decide not to have an evidence collection examination, University Health Services can provide confidential prevention services. The Victim Advocate Program can assist you with getting an appointment or call:

University Health Services: (850) 644-4567

Counseling

Confidential, free, mental health counseling and referrals are available on campus through:

- Counseling and Psychological Services (for students): (850) 644-TALK (8255)
- Employee Assistance Program (for employees): (850) 644-2288

Other Campus Support

- Immigration advising and support for international students and employees.
- Center for Global Engagement: (850) 644-1702
- Support and Resources for LGBT+ Students and Employees
- Seminole Allies and SafeZones: (850) 644-7827
- Panama City Counseling Center: (850) 770-2174

Off-Campus Support

- 211–Big Bend: (dial 211) 24/7 confidential crisis counseling and referral services
- Refuge House: (850) 681-2111, 24/7 confidential crisis counseling, referral, and advocacy services
- Refuge House and Rape Crisis: (850) 681-2111
- Domestic Violence Hotline: (850) 763 0706
- Gulf Coast Sexual Abuse Hot Line: (866) 218-4738
- Florida Council Against Sexual Violence: (850) 297-2000 or toll free (888) 956-7273

REPORTING OPTIONS

Reporting to Police

Call 9•1•1. Your call will automatically be routed to the proper law enforcement agency: University Police on campus, Panama City Police in the city, or Bay County Sheriff’s Office in the county.

At Florida State University all students, staff, faculty, and guests are encouraged to promptly report all crimes and other emergencies to Florida State University Police Department (FSU PD), when the victim of a crime elects to, or is unable to make such a report.

University and local emergency numbers:

Emergencies (calls are toll-free)	9•1•1
FSU Police Department	(850) 774-2705
Panama City Police Department	(850) 872-3100
Bay County Sheriff’s Office	(850) 747-4700
Gulf Coast Sexual Abuse Hotline	1(866) 218-4738
Domestic Violence Hotline.....	(850) 763-0706

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) 645-2741
- University Title IX Deputy Coordinator: (850) 645-2741
- Department of Student Support and Transitions: (850) 644- 2428
- Office of Human Resources: (850) 644-6034
- A student’s school or college dean
- An employee’s immediate or higher-level supervisor
- Florida State University Police Department at Panama City 850-774-2705
- FSU EthicsPoint Hotline, (the University’s anonymous reporting hotline): (855) 231-7511-24 hours a day, 365 days a year.
- Online reporting – report.fsu.edu

Victims will be provided information in writing that explains how and to whom an alleged offense should be reported. Victims will be notified in writing that they have the option to notify law enforcement and campus authorities. Victims will be notified in writing that they have the option to notify proper law enforcement authorities both on-campus and local police and will be provided information regarding how to make such notifications. Victims will be notified in writing that they may be assisted by campus authorities in notifying law enforcement and how to request such assistance. Victims will be notified in writing that they may decline to notify law enforcement. Victims 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 victim, 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.

FSU's Report and Complaint Process

Regardless of to whom the initial report is made, the Title IX Director (or designee) investigates complaints against students and the Department of Student Conduct and Community Standards adjudicates reports against students, while the Human Resources Office handles reports complaints against faculty, staff, contractors, visitors and other third parties. In the event of an unknown assailant, the University will still provide support resources to the victim.

A report of prohibited conduct becomes a complaint in one of the following ways:

- The victim may file a written complaint with the University, or a third-party may file a written complaint on their behalf. The written complaint may be submitted via a complaint form, as provided by the University, or written statement of the relevant information; or
- Based on the risk assessment, the applicable University administrator determines that there is enough information available, and the circumstances warrant an investigation.

Complaints may be submitted online through report.fsu.edu or by email to the Title IX Director at titleix-staff@fsu.edu.

When the University receives a report of sexual misconduct, it is addressed through a prompt, fair, and impartial process.

If, at the conclusion of the process, the information establishes that it is more likely than not that sexual gender-based violence occurred, in violation of University policy, the behavior will be addressed through the University's disciplinary processes. Complaint proceedings are managed by the University administrators who receive annual training. Both the complainant and the respondent have the right to be accompanied to all meetings by an advisor of their choice throughout the process. The complainant and the respondent will receive simultaneous, written notification of the outcome of the process.

Investigation Procedures when the Respondent is a Student

Upon submission of a report to the appropriate investigating authority, a prompt, thorough, and impartial review will be conducted.

In the event that a report of alleged sexual misconduct or other prohibited conduct is made to the Title IX Office, the Title IX Director will review the report and determine if the allegations are within the purview of the Office or need to be referred elsewhere. If they are, and if the Affected Individual wishes, an information session will be conducted by the Title IX Office to capture the conduct and the nature of the remedy desired. If the Affected Individual wishes to pursue an investigation, they will be required to submit a written complaint.

Once the initial information is gathered, including the written complaint, a threshold determination will be made whether, presuming the facts underlying the allegation(s) to be true and accurate, the substance of the allegation(s) constitutes a violation of this Policy. This preliminary determination will typically be made within seven days from the date of receipt of the written complaint and will include a determination of whether a formal investigation is required and/or whether appropriate supportive and/or interim measures are necessary in order to comply with the requirements of federal and state law.

The investigation may include, but is not limited to, interviewing witnesses, collecting documentation, and seeking any additional information as necessary. The Title IX Director and Title IX Investigator shall have unrestricted access to all pertinent materials, records, reports, and documents within the possession or control of the University and shall be afforded the opportunity to interview all persons possessing relevant information.

The Title IX Director may refer the Affected Individual to any other appropriate investigating authority or resources for assistance if the allegations are not sufficient to warrant an investigation. Reported incidents that do not rise to the level of an investigation by the Office of Title IX involve those (including but not limited to) where the Responding Individual's name is not identified, or the Affected Individual does not wish to proceed with a formal process. At the conclusion of the investigation, the Title IX Investigator will prepare a written Report and submit it to University's Department of Student Conduct and Community Standards.

Off-Campus Incidents

Even if the sexual misconduct occurred off campus, FSU's Victim Advocate Program can provide victims 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. Also, if the effects of sexual misconduct are interfering with your work or educational environment on campus, the University will offer support and assistance. Whether the offense of sexual assault, domestic violence, dating violence, or stalking occurred on or off campus, FSU will provide the victim a written explanation of rights and options.

Outcomes

When an investigation establishes that sexual misconduct/ gender-based violence has occurred, in violation of University policy, FSU will take prompt steps to end the misconduct, prevent its recurrence, and correct the effects on the victims. 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, the offender is subject to arrest, incarceration, and prosecution through the state courts.

Interim Assistance & Protection Orders

Victims will be provided information in writing on how to request interim assistance and/or a University No Contact Order. University No Contact Orders will be enforced by the Department of Student Conduct and Community Standards.

When the victim requests assistance, the University will provide reasonably available interim measures after an incident of 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.

Victims will be notified in writing that they can request interim assistance and University No Contact Orders through the Victim Advocate Program.

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

A victim does 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.

If a victim wants to pursue an order of protection (protective order or injunction) through the legal system, the FSU Victim Advocate Program can provide information on the process. If an individual violates an order of protection (or comparable protective/restraining order/injunction) on campus, the FSU Police Department will assist with enforcement of the order when they are notified of the situation and the existence of the order is established.

Confidentiality

If you want to discuss sexual misconduct issues on a completely confidential basis, you should speak with staff at the following on campus offices, all of whom are considered confidential sources, who can maintain confidentiality (there are some exceptions to confidentiality, e.g., harm to yourself or others, child abuse, elder abuse or abuse of the disabled):

- The FSU Victim Advocate Program: for all crime victims- 850-644-7161
- University Counseling Services: for students – 850-644-8255
- Employee Assistance Program: for employees – 850-644-2288

Staff members in those offices are available to help free of charge and can be seen on an emergency basis. To find a confidential counselor off campus, contact the Refuge House at (850) 681-2111 or 211–Big Bend at 211.

Most University employees, including faculty, supervisors, resident assistants, deans, department chairs, academic advisors, and coaches, as “responsible employees” are required to report sexual

misconduct concerns to University Title IX administrators, even if the victim asks them not to. If you are not sure whether the person you are talking to can keep your concerns completely confidential, ask them before you discuss your situation with them.

After consulting with a confidential source, you may decide to take no further action or to make a complaint. This is your decision. Because of the confidential nature of the counselor/ counselee relationship, seeking advice from a confidential source does not constitute reporting an incident of sexual misconduct or gender-based violence to the University. Publicly available recordkeeping, including Clery Act reporting and disclosures, will not include personally identifying information. Incidents are shared in a way that does not identify the individual.

FSU makes every reasonable effort to handle inquiries, complaints, and investigations in a manner that protects the privacy of all parties. While the University cannot promise complete anonymity in its handling of sexual misconduct complaints, each situation is resolved as discreetly as possible, with information shared only with those who need to know to adequately investigate and resolve the matter. FSU will prioritize confidentiality of victims in its record-keeping and will respond to public records request without including identifying information about the victim, to the extent permitted by law.

In limited circumstances, the University may be able to address your concerns and stop the offending behavior without revealing your identity to the alleged perpetrator. However, this is not always possible. Individuals accused of sexual misconduct/gender-based violence are provided with the level of detail about the allegations necessary to allow them a fair opportunity to respond. That level of detail varies depending on the circumstances of the incident, but usually includes the identity of the reporting individual.

In its investigation, the University will be respectful, sensitive, and fair to the person who reported the misconduct and the person accused. Nevertheless, FSU has a compelling interest to address allegations of sexual misconduct brought to its attention. As a result, the University reserves the right to take appropriate action, even in cases when the victim does not want further action.

Victim Rights When the Accused is a Student

Sexual misconduct/gender-based violence complaints against students will be submitted to the Title IX Office for investigation. When complete, the investigatory report will be referred to the Department of Student Conduct and Community Standards for resolution through the procedures in the Student Code of Conduct. Victims are provided in writing their rights during the process. Those rights are:

- To be treated with respect and dignity.

- To be informed of available options for resolution under the Student Code of Conduct.
- To be informed of campus resources and support services, including, but not limited to the Victim Advocate Program.
- To have unrelated past behavior excluded from the hearing unless deemed relevant by the hearing body. Past sexual behavior will only be determined as relevant if used to assess consent of behavior between the complainant and respondent.
- To attend an information session, during which time the reporting individual can view all materials related to the case and receive instruction regarding the disciplinary process and the respondent's and complainant's rights.
- To have an advisor accompany you when presenting information to the hearing body and to any other relevant meetings held throughout the disciplinary process.
- To present evidence including presenting witnesses and/or signed written statements, as well as other relevant reports and documentary evidence.
- To question the charged student and witnesses during the hearing.
- To submit an impact statement to the Office of Student Conduct and Community Standards or University Housing.
- To request to testify in a separate room from the respondent as long as the process does not unduly compromise the respondent's fundamental due process right to question the witness.
- To request to be present throughout the entire hearing, or portions thereof.
- To be notified of the status and outcome of the Student Conduct Code process at the first hearing level and final appeal to the extent that the outcome directly relates to the reporting individual and the notification does not violate the privacy rights of the respondent.
- To appeal any first-level decision, provided that one or more of the reasons for appeal is relevant to the case.

Victim Rights When the Accused is an Employee

Sexual Misconduct complaints against employees are handled by the Human Resources Office. Complaints can be initiated by submitting a detailed verbal or written report of the incident to HR. The formal complaint form is located at:

hr.fsu.edu/sites/g/files/upcbnu2186/files/DiscriminationComplaintForm_fill.pdf.

Reports to the Human Resources Office may also be submitted via the University's universal reporting portal- report.fsu.edu

Your rights during the HR complaint process are:

- To be treated with respect and dignity.

- To be informed of available options for resolution under the EDI's procedures.
- To be informed of campus resources and support services.
- To request reasonable interim measures to ensure your safety while a complaint is investigated. (HR will determine whether the request can be granted after consultation with the appropriate University administrators)
- To be accompanied to all meetings by an advisor of your choice. The advisor may not speak for you.
- To submit a written complaint, supporting documents, and other relevant evidence.
- To propose witnesses (HR will determine whether a proposed witness material and will be interviewed).
- To receive a prompt, thorough, and impartial investigation of your complaint.
- To participate in an intake interview with the EDI and review your interview notes.
- To be kept informed of the status of your case throughout the process upon request.
- To be notified of the outcome of your case in writing.
- To make a records request for a copy of the Investigative Summary once an investigation has been closed. All such requests should be submitted to the University Office of General Counsel through the [Public Records Request Process](#)

Victim Rights in Criminal Proceedings

Victim rights in the Florida criminal system are explained in Chapter 960 of the Florida Statutes.

Notice of Alleged Violation(s)

Student

Absent exigent circumstances, the Student Conduct Authority will notify a respondent of any alleged Code violation(s) a minimum of within seven business days before a disciplinary proceeding.

Written notice given to any complainant(s) or respondent(s) will include:

- a. Sufficient detail to allow the student to prepare a response (including source of information, description of the alleged behavior(s), and specific alleged Code violation(s)); and
- b. The date, time, and location of an information session, during which the complainant or respondent may view all known inculpatory or exculpatory information related to the allegation, a listing of all witnesses who have or will provide information in a proceeding, receive instruction regarding the student conduct process and the student's rights, and discuss the type of resolution process to be utilized.

- c. Notice that a student may waive the information session and advance directly to a formal hearing process by submitting notification in writing within two business days after the sending of the notice of alleged violation(s). If the information session is waived, not less than five days before any disciplinary proceeding on the charge, a student will receive a statement of available processes and rights, an opportunity to view all known inculpatory or exculpatory information related to the allegation, and a listing of all known witnesses who have or will provide information a minimum of five days prior to any disciplinary proceeding.
- d. A separate notice including the date, time, and location of the disciplinary proceeding (if applicable) will be provided a minimum of seven days before any such proceeding.

FSU Student Code of Conduct 3.004

sccs.fsu.edu

Employee

Absent exigent circumstances, the Human Resources Office will make a timely notification to an employee Respondent of any alleged policy violation(s). Said notification will be provided in writing. Both Victims and Respondents will be apprised of their rights within the Complaint Process and informed of support resources. HR staff will assist both Victims and Respondents in accessing support resources.

Healing

Sexual violence is a traumatic crime with many short- and long-term impacts on emotional, physical, and psychological well-being. Recognize that healing takes time and seek out support and counseling. Victim Advocates at FSU are ready to assist you. Consider joining a therapy group for survivors at Counseling and Psychological Services. Employees are encouraged to engage with the Employee Assistance Program for similar services.

Tips on supporting a victim of a crime

If someone chooses to share their experience with you, there are two important things you can say immediately to this person. The first is “I believe you” and the second is “It is not your fault.” Victims may experience a loss of power and control. It is important that by being a support person you give the victim space and validate their decision regarding their healing. Below are several tips in supporting a victim of a crime.

- Listen/Don’t ask a lot of questions.
- Give needed support.
- Offer supportive resources.

- Remind them this is not their fault.

Procedures for Complaints when the Respondent is an Employee

FSU uses these procedures to investigate and adjudicate any such allegations and to impose disciplinary sanctions against employees or third parties found responsible for violating FSU Policy 2-2 Anti-Sexual Misconduct.

Investigation Procedures

See the University's Equal Opportunity, Non-Discrimination, and Non-Retaliation Policy. Note that additional procedural standards specific to cases falling under the jurisdiction of the Title IX Compliance Policy are included in that policy.

Sanctions

The University will take reasonable steps to address acts of prohibited conduct; to prevent recurrence; and to remedy the effects. Any person who is found to have violated this Policy shall be subject to disciplinary action, up to and including dismissal from employment. The specific penalties imposed on violators will be commensurate with the level of offense and in accordance with applicable laws and University regulations, policies, procedures, and collective bargaining agreements. The University recognizes that some offenses are so serious that suspension or dismissal may be warranted on the first occurrence. Factors that will be considered in determining the appropriate level of discipline include:

- seriousness of offense (e.g., effect of the misconduct on the University's mission, isolated or repeated offense, deliberate or inadvertent misconduct, threat or danger to members of the campus community, etc.).
- position at the University (e.g., is the employee a supervisor, does the person occupy a position of trust, does the individual occupy a leadership role).
- prior misconduct (e.g., disciplinary record, similarity of past offenses to current misconduct).
- erosion of confidence (e.g., is there a loss of trust and confidence in a position with duties that require judgment and trust).
- consistency of penalty (e.g., is the disciplinary action consistent with treatment of similar misconduct in other cases).
- notice regarding conduct (e.g., is any non-disciplinary counseling documented, trainings attended, memoranda of expectations provided to individual about conduct).
- potential for rehabilitation (e.g., self-disclosure prior to investigation, seeking assistance with problem); and

- Other aggravating and mitigating circumstances

Disciplinary Range

- Oral Reprimand
- Written Reprimand
- Reduction in Pay
- Demotion
- Suspension
- Dismissal

Third Party Sanctions

The University will also take appropriate corrective action against any non-students or nonemployees found to have violated the policy.

DEFINITIONS

Clery Act Crimes, Jurisdictional Definitions, and Consent

Rape and sexual battery (sexual assault): - Under Florida State Statute §794.011(h) sexual battery is defined as oral, anal, or vaginal penetration by, or union with, the sexual or another or the anal or vaginal penetration of another by any object; however, sexual battery does not include an act done for a bona fide medical purpose.

Consent: FSU's Definition - Under FSU's policy 2-2 consent is defined as 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.

Consent to one type of sexual activity does not imply consent to other types of sexual activity. There must be consent at every stage of the sexual encounter.

- Past consent to sexual activity does not imply consent to future sexual activity.
- 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. Meaning any indication of unwillingness, including but not limited to the following, terminates consent.

Any verbalization of no, stop, don't, I do not want, I am not sure, that hurts, etc. Ceasing participation in sexual activity (e.g., freezing or not actively engaging), pulling away, pushing someone away, removing someone's touch from a specific area, blocking someone from touching a specific area, etc.

Individuals who are not of legal age, are incapacitated, or are forced cannot give consent to sex (no matter what they say or do); see definition of Incapacitation. If there is any question regarding whether a person may be incapacitated or able to give consent, do not engage in any type of sexual activity with that person.

Force: Consent cannot be obtained by force. Force includes the use of coercion, intimidation, physical violence, and/or threats.

Coercion: Under FSU's policy 2-2 coercion is defined as an unreasonable amount of pressure, including alcohol or drugs, to have sexual contact with someone. Coercion is more than an effort to persuade, entice, or attract another person to have sexual contact. When a person makes a clear decision not to participate in a particular sexual activity, continued pressure can be coercive. In evaluating whether coercion was used, the University will consider frequency of the application; intensity; duration of the pressure and the degree of isolation imposed upon the individual being pressured.

Intimidation: Under FSU's Policy 2-2, intimidation is defined as an implied threat that menaces or causes reasonable fear in another person. A person's size alone does not constitute intimidation; however, it may be a contributing factor (e.g., blocking access to an exit.)

Physical Violence: Under FSU's Policy 2-2 it is defined as the use of physical violence and/or imposing on someone physically to control and engage in sexual contact or intercourse. Physical violence includes but is not limited to hitting, punching, slapping, kicking, restraining, choking, and brandishing or using any weapon.

Threats: Under FSU's Policy 2-2 it states that threats are words or actions that would compel a reasonable person to engage in unwanted sexual activity. Examples include threats to harm a person physically, to reveal private information to harm a person's reputation, or to cause a person academic or economic harm.

Incapacitation: Under FSU's Policy 2-2 incapacitation is defined as a state where a person cannot make knowing, intelligent, unambiguous, and voluntary decisions and therefore cannot give consent (e.g., cannot understand the: who, what, when, where why, or how of the sexual interaction). An individual can be incapacitated by voluntary or involuntary use of drugs, (legal, illegal, or prescription) alcohol, or illness.

Domestic violence: - Under Florida State Statute §741.28(2) domestic violence is defined as any assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another family or household member.

Dating Violence: Under Florida State Statute §784.046(d) dating violence is defined as violence between individuals who have or have had a continuing and significant relationship or a romantic or intimate nature. The existence of such a relationship shall be determined based on the consideration of the following factors:

- A dating relationship must have existed within the past 6 months.

- The nature of the relationship must have been characterized by the expectation of affection or sexual involvement between the parties; and the frequency and type of interaction between the persons involved in the relationship must have included that the persons have been involved over time and on a continuous basis during the course of the relationship.

Stalking: - Under Florida State Statute §784.048(2), a person who willfully, maliciously, and repeatedly follows, harasses, or cyberstalks another person commits the offense of stalking, a misdemeanor of the first degree.

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 Title IX Office and the Human Resources Office are 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 Anti-Sexual Misconduct Policy: policies.fsu.edu/sites/g/files/upcbnu486/files/policies/president/FSU%20Policy%202-2.pdf

When respondent is a student when using the FSU's student code of conduct sexual harassment is defined as:

- Conduct on the basis of sex that satisfies one or more of the following: A student employee of the University conditioning the provision of aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct; or unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity (may include sexual exploitation that also meets this definition); or Sexual Assault: an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation:
- Forcible Rape. Penetration, or attempted 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 complainant, or forcible Sodomy. Oral or anal sexual intercourse or attested intercourse with another person, forcibly and/or against that person's will or not forcibly or against the person's will (non-consensually) in instances

where the complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity; or

- Sexual Assault with An Object. To use or attempt to use an object or instrument to 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 (non-consensually) in instances where the complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity; or
- Forcible Fondling. The touching or attempted touching of the private body parts of another person (buttocks, groin, breasts) for the purpose of sexual gratification, forcibly and/or against the person's will (non-consensually), or not forcibly or against the person's will in instances where the complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity; or
- Incest: Nonforcible sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by state law; or
- Statutory Rape: Nonforcible sexual intercourse with a person who is under the statutory age of consent.

When the respondent is an employee using FSU's policy 2-2 sexual harassment is defined by:

- Quid Pro Quo: Unwelcome sexual advances, requests for sexual favors, and other verbal, non-verbal, or physical conduct of a sexual nature when: submission to such conduct is made an explicit or implicit term or condition of employment, academic status, receipt of University services, participation in University programs or activities; or submission to or rejection of such conduct is used as the basis for an organizational, academic or employment decision.
- Hostile Environment: Unwelcome conduct that is sufficiently severe or pervasive, and both subjectively (to the Affected Individual) and objectively (to a reasonable person) offensive, that creates an intimidating, threatening, or hostile environment; or unreasonably denies, interferes with, or limits an individual's ability to participate in or benefit from University opportunities, programs, or activities.
- A hostile environment may be found in a single severe incident, as well as a pattern of pervasive behavior.

Examples of behavior that could be sexually harassing include, but are not limited to:

- Verbal Conduct: sexual teasing, sexual jokes, sexual innuendoes, sexual remarks about a person's body or sexual attractiveness, unwelcome demands for sexual favors, continuing unwelcome sexual advances or flirting, and sexual whistling/cat-calling.

- Non-Verbal Conduct: staring at someone's sexual body parts (breasts, buttocks, groin), sexual gestures, and inappropriate display of sexual graffiti, posters, pictures, cartoons, drawings, emails, texts, body parts, or objects.
- Physical Conduct: unwelcome sexual touching of another's body, not otherwise defined by Non-Consensual Sexual Intercourse or Non-Consensual Sexual Contact, such as massaging, patting, hugging, rubbing, etc.

Where to Go for Help

Any member of the University community may report sexual harassment to the Title IX Office, (850) 644-6271 or the Human Resources Office, 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 Department of Student Support and Transitions, 4322 University Center A, (850) 644-2428; an employee (including faculty and staff) victim may report to the Human Resources Office, as referenced above. Florida State University's Human Resources Office is responsible for advancing and monitoring the University's Equal Employment Opportunity (EEO), Affirmative Action (AA), Americans with Disabilities Act (ADA) policies, procedures, programs and initiatives.

SEXUAL MISCONDUCT, SEX DISCRIMINATION AND UNIVERSITY STUDENT CONDUCT ACTION

The Department of Student Conduct and Community Standards (formerly the Office of Student Rights and Responsibilities), within the Division of Student Affairs, coordinates all student conduct proceedings involving violations of the Student Conduct Code and other University policies, including the Anti-Sexual Misconduct Policy.

The University will make every effort to ensure a reasonably prompt investigation and resolution of a complaint. This will generally be within 90 business days from the launch of the investigation; however, based on extenuating circumstances, there may be limited extensions of this time frame for good cause with written notice to the involved parties. Reasons for possible extensions in completion of the investigation and resolution include, but are not limited to: a concurrent criminal investigation; timing of the school year (such as during a time period were classes are not in session); complexity of the case and volume of witnesses; the willingness of the Complainant, Respondent, and witnesses to participate in the investigation and/or conduct hearing; and upon request by either the Complainant or Respondent. Throughout the investigation, the Complainant and the Respondent will receive periodic status updates. The following timeline is anticipated in the resolution of a complaint:

- Notice of Investigation and Allegations and Complainant and Respondent Interviews: 10 days
- Interviewing Witnesses and Gathering Evidence: 20 days
- Draft Report and Report Review by Complainant and Respondent: 15 days
- Notice of Charges to Complainant and Respondent: 5 days
- Procedural Resolution Process (hearing or restorative resolution): 15 days
- Decision Letter Prepared and Sent to Complainant and Respondent: 10 days
- Appeal Decisions to Complainant and Respondent: 15 days

Complaints that fall under the University's Policy 2-2a and/or federal regulations may take longer than 90 days to complete due to additional and/or different procedural requirements.

The complainant and respondent will be given adequate notice of a respondent's alleged violations of the Student (Organization) Conduct Code and be given the opportunity to provide information regarding the behaviors during the resolution process or hearing. Both parties will be permitted to provide an impact statement to be taken into consideration when determining appropriate outcomes in the event that the respondent is found responsible for one or more of the alleged violations.

Procedures

Involved Party Rights

- Parties have the opportunity to review and respond to any information that will be considered in a university disciplinary process.
- Parties may be accompanied by an advisor of their choice throughout the investigation and conduct processes. The party must notify the University in advance of any meeting where their advisor may be in attendance.
- Parties have the right to choose not to answer any or all questions posed to them.

Review and Investigation

Upon receiving a report, the Student Conduct Authority will review and determine appropriate next steps. Interim Health and Safety Actions (IHSA) may be put in place by the Student Conduct Authority to protect the health or safety of individuals involved in an incident or investigation or in circumstances when a student is alleged to have engaged in conduct that poses a substantial risk to the University community or operations. IHSAs may be issued in conjunction with, or pending the outcome of, an investigative or adjudicative process of the Student Conduct Code, Student Organization Conduct Code, or Sex Discrimination and Sexual Misconduct policy. Interim Action(s) may include any actions deemed appropriate to mitigate the threat to health, safety, or welfare of the University community or individuals involved in an incident, ranging from interim suspension to restrictions on participation in university-sponsored programs or activities or presence on campus.

A prompt, thorough, and impartial investigation will be conducted by the appropriate department. In cases of Sexual Misconduct and Sex Discrimination where the respondent is a student, this investigation is conducted by the Title IX Office, in other cases the report may be investigated by the Department of Student Conduct and Community Standards, Office of Investigations and Assessment, and/or FSUPD. The complainant and the respondent will be notified of the investigation and be afforded the opportunity to receive information about the process as well as participate in the investigation. Following a threshold analysis as defined in the 2-2 policy (policies.fsu.edu/sites/g/files/upcbnu486/files/policies/president/FSU%20Policy%202-2.pdf), the results of the investigation will be reviewed by the Department of Student Conduct and Community Standards to determine if there is sufficient information to proceed with an allegation of a violation of the Student (Organization) Conduct Code.

Notice and Information Session

Both the complainant and the respondent will be given adequate notice of a respondent's alleged violations of the Student (Organization) Conduct Code and will have the opportunity to voluntarily participate in an information session where they can review all materials related to the case, receive written instruction regarding the student conduct process and their rights, and discuss options for resolution.

Adequate notice includes:

- Sufficient detail to allow the party to prepare a response. Including, source of the information, description of the alleged behavior(s), and specific alleged code violation(s)
- Date, time, and location of the information session.
- Notice that a student may waive the information session and advance directly to a formal hearing process by submitting notification in writing within two (2) business days after the sending of the notice of alleged violation(s).

Resolution

The default process for resolution is a hearing process where the respondent, and complainant when applicable, may present information on their behalf, respond to all relevant information presented, and question any participating witnesses for the hearing body's consideration. University student conduct proceedings may be held in instances involving sexual misconduct even when criminal charges are not filed. In cases of Sexual Misconduct and Sex Discrimination allegations the hearing will be conducted by a single administrator.

After the involved parties have had the opportunity to participate in a hearing the hearing body will make a determination using a preponderance of information standard. "Preponderance of the Information" means that the information, as a whole, demonstrates it is more likely than not that the fact sought to be proved is true. Parties may also elect to submit an impact statement about the incident or the process for the hearing officer's consideration in the event of a finding of responsibility for one or more violations. The outcome of the hearing including the finding, outcomes, and ability to appeal will be sent to both the complainant and the respondent simultaneously.

At the discretion of the Student Conduct Authority other options for resolution may be available to the parties including alternative resolution, no contest resolution, outcomes-only hearing.

- Alternative Resolution – Is a method of resolution where the complainant and respondent may agree to forego a student conduct process in favor of reaching a mutually agreed

upon resolution. The University adopts the resolution in lieu of adjudicating the case, and failure to adhere to the agreed-upon resolution by any individual may result in further student conduct action.

- **No Contest Resolution** – Is a method of resolution where the respondent may accept responsibility and outcomes for an alleged violation of the student (organization) conduct code. This resolution is noted as a finding of responsibility and results in a student conduct record for the respondent.
- **Outcomes Only Hearing** – Is a method of resolution that the Student Conduct Authority may determine is appropriate in cases where the respondent has been found guilty or at fault in a criminal or civil court based on a preponderance of evidence standard or higher. The complainant and respondent may also submit impact statements for this process.

Outcomes

Students found responsible for violations of sexual misconduct will be assigned an outcome according to the options outlined in the Student Conduct Code. This can include, but is not limited to disciplinary probation, suspension, or expulsion from the University. Complete information on the University student conduct process can be found in the Student Conduct Code. Outcomes are interim action(s) or final status or education assignments that alone or in any combination are assigned to a student as an interim health or safety measure or as a final outcome at the conclusion of a resolution process.

Status Outcomes

The outcomes listed below are not intended to serve as an exhaustive list of all outcomes the University may be able to utilize regarding a given student conduct concern.

- **Written Reprimand.** A notice in writing to the student that the student is violating or has violated University expectations for behavior and that further violations may result in more severe disciplinary action.
- **Housing Probation.** This status is assigned to a student for a specified period of time. While on this status, any further violation(s) may result in termination or reassignment of housing. In addition, this status constitutes a disciplinary record that will remain on file with the Student Conduct Authority in a manner consistent with university records retention policies.
- **Termination or reassignment of housing.** Removal or reassignment of an individual in university housing after a specific date and for a specified period of time. If removed, the student may be restricted from entering all University residence halls. This status constitutes a disciplinary record that will remain on file with the Student Conduct Authority in a manner consistent with university records retention policies.

- **Disciplinary Probation.** This status is assigned to a student for a specified period of time. While on this status, any further violations may result in suspension or expulsion from the University. Other restrictions that may be placed upon a student on disciplinary probation 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 facilities or campus areas, or contact with any specified individual(s). In addition, this status constitutes a disciplinary record that will remain on file with the Office of Rights and Responsibilities in a manner consistent with university records retention policies.
- **Suspension.** Separation from the University after a specific date and for a specified period. Through the duration of the suspension period the individual may be restricted from university property and may be required to provide prior notice and receive approval from the Student Conduct Authority for the purpose of conducting University business. Before a student may be readmitted to the University after a designated period of time, that person must meet with the Department of Student Support and Transitions to show satisfactory completion of any assigned directives or to discuss stipulated conditions set for their return to the University. In addition, this status constitutes a disciplinary record that will remain on file with the Office of Student Conduct and Community Standards indefinitely. The University will withdraw the student from any current courses and cancel any future enrollment. Whether an individual is eligible for a refund upon withdrawal or cancellation is dependent upon the University's refund schedule. Depending on the length of the suspension, a suspended student may be subject to university policies and requirements regarding readmission. If a student is required to apply for readmission, readmission is not guaranteed after a period of suspension is served; and the student is responsible for communicating with the Office of Admissions to identify appropriate process (es) for re-entry at the expiration of the suspension period and when any terms of suspension or other outcomes are satisfied.
- **Expulsion.** Separation from the University without the possibility of readmission. The University will withdraw the student from any current courses and cancel any future enrollment. Whether an individual is eligible for a refund upon withdrawal or cancellation is dependent upon the University's refund schedule. In addition, the individual may be restricted from university property. This status will be noted on the individual's academic transcript and will constitute a disciplinary record that will remain on file with the Office of Student Conduct and Community Standards indefinitely.
- **Degree Withdrawal or Revocation.** A degree may be withdrawn or revoked when a student has graduated, and an incident occurred before graduation in the following circumstances:
 - The student has a pending conduct hearing that was scheduled before or as the student graduated; or

- At any time after the student has graduated or received a degree, the University becomes aware of an incident involving an alleged violation of this Code that took place before the student graduated or received a degree from the University.
- The student will receive the degree once the matter is resolved and any outcomes (when applicable) are completed unless the outcome is expulsion, in which case the degree may be revoked.

Education Outcomes

- Service Hours. Completion of service under the supervision of a university department or outside agency.
- Discretionary outcomes. Work assignments, essays, presentations, research projects, conduct contracts, or other discretionary assignments.
- Master Education Plan. Develop a master education plan with the aid of the Student Conduct Authority and assigned mentor with continuous evaluation and support for a specified period of time.
- Counseling Assessment. Referral for assessment at Counseling and Psychological Services for alcohol/ drug concerns, general mental health, or other wellness concerns.

Administrative Directive Outcomes

- Restitution. Compensation for loss, damage, or injury to university property. This may take the form of appropriate service, monetary, or material replacement.
- No contact directive/extension of existing no contact directive. A no contact directive is an official University directive that serves as notice to an individual that they must not have physical contact with or proximity to, or direct verbal, electronic, written, and/or indirect communication intentionally made through another individual for a specified period of time. This may be a new directive, extension of an existing directive, or include altered or additional parameters or instructions to an existing directive. No contact directives may only be removed prior to the specified period of time at the discretion of the Student Conduct Authority and at the written request of all involved individuals.
- Loss of privilege. Denial of any specified privilege for a specified period of time. Examples include, but are not limited to guest privileges, restriction from a University event or program, or restriction from an area or building.
- Family/Guardian notification. Notification may be sent to parents or guardians of a student who is under 18 years of age, or financially dependent on their parents or guardians, depending on the circumstances surrounding the incident. Parents or guardians may also be notified of alcohol and other Drug incidents for students under 21 years of age, regardless of financial dependency or resulting outcome.

- Behavioral Plan. This is a directive to the student from the Student Conduct Authority and/or in consultation with another appropriate office (including, but not limited to Housing, Title IX, etc.) which outlines expected behaviors to aid in a student's success.

Alternative Resolution Agreement Outcomes

- Any individual or combination of outcomes listed in the education outcomes section of this policy.
- Administrative directive outcomes including, but not limited to restitution, no contact directive or extension of existing no contact directive, loss of privilege and behavior plan as defined in the administrative directives outcomes section of this policy.
- Voluntary time away from the University for a specified period of time.

Appeals

Both the complainant and the respondent have the ability to submit a written appeal to the Department of Student Conduct and Community Standards within five (5) business days of the decision letter from a hearing process. The appeal is limited to the appeal grounds outlined in the Student Conduct Code.

The University will, upon written request, disclose to a complainant of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University. In cases where the complainant is deceased as result of such crime or offense, the next of kin of the individual shall be treated as the complainant. The University will provide both the complainant and the respondent written notification of the result of any disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking. In these cases, it is not necessary for a complainant to make a written request.

Training

Every academic year, the Department of Student Conduct and Community Standards trains new student undergraduate conduct board members, faculty, and staff to hear student conduct code cases. The training includes an overview of the student conduct process and the rights and responsibilities afforded to involved parties. The training also includes effective questioning techniques, determining relevancy, assessing standard of evidence, the assignment of outcomes and how to appropriately adjudicate a case.

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 Victim Advocate Program, Ethics and Compliance Office, General Counsel, and the Title IX

Office. The training includes an overview on trauma informed practices and how to serve impartially. Trainings are conducted for faculty and staff members who are serving as advisors and hearing administrators.

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 police.fsu.edu and clicking on the sexual predator link to the Florida Department of Law Enforcement.

NOTIFICATION OF MISSING STUDENTS

These policies and procedures are intended to ensure compliance with the Department of Education's missing student notification regulations for students who reside in on-campus housing.

POLICY: In addition to registering an emergency contact with the institution, students residing in on-campus housing have the option to identify an individual to be contacted by FSU in the event 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 person 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 the option to register a missing person contact annually regardless of whether they chose to register a contact the previous year. When 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 may register missing person contact information by signing-in to their Housing portal and updating their missing person contact information.

PROCEDURES FOR 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 the Florida State University Police Department ("FSUPD") at (850) 644-1234. One should never delay in reporting a residential student they believe is missing. The State of Florida does not require that someone be missing for more than 24 hours before a missing person report and procedures can be initiated. Any missing student report received by FSU will be immediately referred to FSUPD for investigation, unless FSUPD made the determination that the student is missing. If a student has identified an individual in accordance with the policy above, FSUPD will notify that individual no later than 24 hours after the student is determined to be 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 missing student 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, FSUPD 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.

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 need 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 Department of Student Support and Transitions Office and Student Conduct and Community Standards.
- 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
- Partnerships with Students Regarding Safety – FSUPD regularly partners with student organizations for joint crime prevention programming, such as “Campus Safety Walk”.
- In accordance with the University’s emergency operations plan, (emergency.fsu.edu/resources/CEMP), departments provide their expertise, resources, and support 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 - fsu.edu - Click on the emergency information icon or you can type in alerts.fsu.edu to go directly to the page.

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, ammunition, 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, or any dangerous chemical or biological agent. Note: This section shall 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 by the FSU Police Department for a bona fide educational purpose; or
- a concealed firearm kept for lawful purposes with or 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, or
- a student who possesses a concealed weapon or firearm license and is in possession of a stun gun or non-lethal electric weapon or device designed solely for defensive purposes and which weapon does not fire a dart or projectile as provided in Section 790.06(12) (a) I3., Florida Statutes.

On-campus possession or use of unauthorized knives. Culinary knives used in kitchen areas for their intended purpose and pocketknives with blades less than four inches in length are permitted in the residence halls. Other knives or objects with longer than a four-inch blade, include but are not limited to: swords, hunting knives, daggers, dirks, stiletto knives, machetes, axes, hatchets, and switchblades are not permitted. This also includes items that may be considered decorative in manner, such as sword canes and ornamental daggers and swords.

On-campus possession or use of fireworks, sparklers, and any item designed with the primary intention of exploding, including but not limited to firecrackers, skyrockets, rockets, roman candles, and cherry bombs.

Off-campus, unlawful, or unauthorized possession or use of firearms, explosives, or other weapons or dangerous articles or substances in violation of state or federal law.

This section is authorized by Section 790.115, Florida Statutes. In accordance with Section 790.33, Florida Statutes, nothing in this section is intended to prohibit or regulate the lawful

possession of a weapon or firearm as defined in Section 790.001, Florida Statutes, except as permitted by law.

Annual Security Fire Safety Report (ASF SR)

2022-2023 Academic Year

Campus Fire Safety Objective

The goal of the Clery Annual Security Fire Safety Report is to ensure that all students, prospective students, parents, and FSU employees have access to Fire Safety policies and fire statistics associated with on-campus student housing. Including the number of fires, cause of fires, injuries, deaths, and property damage.

FSU maintains a comprehensive fire-safety program. It requires an on-going commitment on the part of the community, the institution, and the administration. Careful planning, implementation, and maintenance are all essential in a successful fire safety program.

Overview

It is the policy (4-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 Fire Safety section within the Department of Environmental Health & Safety (EH&S) is responsible for ensuring that the life safety systems of all University facilities are in compliance with the applicable federal, state, and local laws and rules. The University works in cooperation with the Florida Division of State Fire Marshal to ensure compliance with the Florida Fire Prevention Code through fire safety plans review for construction and renovations, and through ongoing facility inspections. In addition, the University has established the FSU Facility Design Standards to further enhance the level of safety inherently provided in our facilities.

Reporting a Fire

Immediately call 9-1-1 in case of an active fire. If there is evidence of a previous fire, contact FSUPD. This allows FSU to include these incidents in the Clery required Annual Security Fire Safety Report.

Definition of a Fire

Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire Systems

The Clery definition of a “fire safety system” is defined as any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

All building fire alarm systems on FSU campus are monitored by FSUPD. All fire alarm systems can be manually activated by a fire alarm pull station or initiated by detection devices. Automatic fire alarm systems can have heat detectors, smoke detectors, carbon monoxide detectors, or combination detectors. Fire alarm systems that are located in buildings with automatic sprinkler systems can be activated by flow switches when water is flowing through a sprinkler head.

Fire Suppression Systems

FSU has many fire suppression systems installed in buildings. They are classified by the type of suppression agent used to extinguish the fires. The most common fire suppression systems are the pre-engineered automatic sprinkler systems. These systems use water to suppress fires in buildings. Clean agent systems are installed in areas that have specific materials to protect that would be damaged by water like computer server rooms. Wet chemical agent systems are pre-engineered systems that can be found in many applications, but they are most commonly found in kitchen locations on campus.

Fire Evacuation Drills

In accordance with Florida Statute (FS 633) and the Florida Fire Prevention Code, Florida State University buildings may be required to have routine fire evacuation drills conducted. Fire evacuation drills provide an opportunity for faculty, staff, students, and emergency responders to become familiar with the building fire safety features, to practice emergency procedures, and to ensure the efficient and safe use of exits. Fire evacuation drills will be conducted throughout the first two weeks of each semester. Notifications will be sent via email to all departments on file. The table below will be used to determine the frequency of required fire drills.

Facility Type	Minimum Drill Frequency
Residence Halls, Apartments, and Dormitories	Once per semester
Facilities classified as High Hazard (used for Educational purpose, containing notable amounts of hazardous materials, exceed 3 stories in height) or where required by the AHJ.	Annually
Newly occupied or majorly renovated facilities	Within 1 year of occupancy
Daycares	Monthly

Fire Evacuation Emergency Plan

Upon discovering a fire or smoke condition or upon hearing a fire alarm, each building occupant shall proceed to the nearest exit or follow the direction of emergency responders. The fire alarm should be activated in route to the exit if not already activated. Total building evacuation is required when fire, smoke, or if an alarm is detected.

After exiting the building, work groups, classes, and occupants should make every effort to convene at a predetermined designated meeting place for accountability. Designated meeting places should be a minimum of 50 feet away from the facility. During fire alarms, do not use elevators, use the nearest stairway to evacuate the building. Housing Residents have recommended evacuation routes that are provided through stickers on the back of each room/apartment door. Intentionally activating a false fire alarm is a violation of Florida State Statute (FSS 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.

Fire Emergency Procedures for Individuals with Disabilities

Individuals with Disabilities (IWD) and mobility impairments are more at risk during an emergency situation and should take extra measures to familiarize themselves with the alternate exit options available. On building levels with accessible exits, IWD will evacuate with other persons, provided the accessible exits are not blocked. On building levels above or below the accessible exits, or where exits are blocked, IWD should proceed to the nearest safe area for refuge and wait for emergency personnel to evacuate them.

- A safe area is usually a stairwell or other separately enclosed space near an exit.

- Most stairwell landings are adequately sized to allow for IWD to shelter in place without impeding the flow of pedestrian traffic.
- Where sufficient room is not available and an imminent risk is not present, it is suggested the IWD wait immediately adjacent to the stair door and enter the stairwell when others have moved out of the way, or when danger becomes apparent.
- Don't hesitate to request assistance from others during an emergency.
- Be prepared to advise the person the best way to provide help to you.
- Have a designated volunteer to act as a "Buddy" to assist you in emergencies.

Fire Extinguishers

Fire extinguishers are provided throughout all FSU buildings for use as required by the Florida Fire Prevention Code. EH&S will ensure compliance with this requirement. Fire extinguishers in your area will be checked monthly to ensure proper location and operating condition. Report any fire safety extinguisher problems or concerns to the Fire Safety Coordinator at 850 644-6535.

Fire Safety and Prevention Training

The Online Fire Safety and Prevention training is offered to all FSU faculty, staff, and students that live on, work at, and enjoy FSU's campus. Please see the Fire Safety and Prevention Training online course located on the FSU Environmental Health and Safety website.

<https://safety.fsu.edu/sections/trainingonline-firesafety.php>

Annual Fire Inspections

The Authority Having Jurisdiction (AHJ) for FSU is the Office of the Florida State Fire Marshal (SFM), which has the authority to enter FSU or any state-owned property to conduct an inspection or investigation. Although the fire safety inspections are primarily conducted by the office of the SFM, the University Fire Marshall also makes regular inspections of university facilities and works and interacts with the University community to promote fire safety.

Prohibited on Campus

To minimize the potential for fires at Florida State University open burning is prohibited. 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
- Barbeque grills
- Lighter fluid
- Propane
- Charcoal
- 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
- Hibachis
- Smokers (gas or electric)
- Any open flame device
- Hot plates
- Slow cookers
- Deep fryer
- Electric skillets
- Griddles
- Toaster ovens
- Holiday trees that are non-fire retardant
- Firecrackers

Exceptions:

- Portable Space Heaters are allowed for the Animal Research facilities for the comfort and wellbeing of the research animals under its care.
- 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.
- 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 is 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 Residence

Living and is detailed below. A full version of the guide is available at the link below:
<https://housing.fsu.edu/campus-safety>

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.

Smoking on Campus

FSU is committed to providing a safe and healthy environment for its employees, students, and visitors. Smoking of any kind is prohibited on property owned or managed by FSU within the state of Florida. This includes the interiors and exteriors of all buildings, land, parking facilities, university-owned or leased vehicles (regardless of location), athletic facilities, and fraternities and sororities. No tobacco use will be permitted in university facilities, common or private work areas, elevators, hallways, garages, restrooms, dining areas, employee lounges, conference and meeting rooms, and all other enclosed or semi-enclosed areas. Additionally, no tobacco use will be permitted in outdoor areas including parking lots, parking garages, grounds, rooftops, plazas, courtyards, entrance/exit ways, university-owned or -leased vehicles, and any other indoor or outdoor areas owned or managed by the university.

This policy applies to all Florida State University students, employees, consultants, contractors, visitors and external individuals, companies renting university-owned space, and property owned or managed by Florida State University within the state of Florida.

FIRE EQUIPMENT AND DRILL SUMMARY - 2022

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
Seminole Landing	5000 N. Bay Drive	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No

Building Name	Address	Wet Standpipe	Dry Standpipe	Combination Standpipe	Fire Pump	Emergency Generator	Smoke Management System	Fire Doors and Walls	Handheld Fire Extinguisher	Fire Drills in 2022
Seminole Landing (continued)	5000 N. Bay Drive	Yes	No	No	Yes	No	No	Yes	Yes	3

STATISTICAL FIRE REPORT- UNIVERSITY RESIDENCE HALLS

Building Name	Cooking			Smoking Material			Open Flame		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
Seminole Landing	N/A	0	0	N/A	0	0	N/A	0	0

Building Name	Electrical			Heating Equipment			Hazardous Product		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
Seminole Landing (continued)	N/A	0	0	N/A	0	0	N/A	0	0

Building Name	Machinery / Industrial			Natural			Other / Unintentional / Unknown		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
Seminole Landing (continued)	N/A	0	0	N/A	0	0	N/A	0	0

There was no Student Housing at FSUPC in 2020



police.fsu.edu