University of North Florida

2013 ANNUAL SECURITY REPORT
University of North Florida
Campus Safety Report for 2013
September, 2014

The Jeanne Clery Act, 20USC 1092(f) is part of the Higher Education Act of 1965. It requires colleges and universities to provide information about campus crime statistics and security policies for the previous calendar year. This report is for the year 2013. The University Police Department (UPD) prepares this report each year. The on-line report site is listed on page five (5). Print copies can be obtained by contacting UPD, Martin P. Garris Police Building, Building 41, or by calling (904) 620-2379; prospective employees may also request a copy of the report from the Human Resources Department In Daniels Hall, Building 1, or by calling (904) 620-2903. Readers will see in reading this material that all areas of the University of North Florida are safe places to live, work, or visit. Crime was down 24% in 2013 at UNF.

This report is only complete if students, faculty, staff, and visitors inform the University of Incidents that have occurred. University policies on the use and access to the campus, reporting of crimes, use of illegal drugs or underage drinking and other alcohol crimes and timely warnings to the university community may be found on the university regulations web page, the parent handbook, or the student handbook. University policies related to safety and security are frequently reviewed. Effective dates are listed on university regulations.

If you have any comments, concerns, or questions relating to this document please direct them to:

Chief of Police
University of North Florida
1 UNF Drive, Building 41
Jacksonville, FL 32224
904-620-1020
Campus Security Policies

Mission of the Police Department

The University of North Florida Police Department is entrusted to preserve the peace, provide general police services to the University community, and enforce the laws of the State of Florida, the ordinances of the City of Jacksonville, as well as the rules, policies and regulations of the University of North Florida. UPD is connected to the Jacksonville Sheriff’s Office by a memorandum of understanding which allows us on duty to enforce laws off campus as well if necessary. In cooperation with the entire campus community, the University Police Department is committed to protecting the University’s population, buildings, grounds and equipment.

The University Police Department continues to focus upon the vision and mission statement of the agency which is highlighted by basic core values “Integrity, Partnership, Respect.” These clear and concise values are a guide to members of the agency in delivering community focused police services.

In addition to a strong emphasis on the Mission, Vision and Core Values, members of the University Police Department have adopted, as their principle for the delivery of police services, the ongoing campaign of “Visibility, Prevention and Enforcement”.

With these principles in mind, each member of the University Police Department is coached on the importance of the following issues by their supervisor and the Chief reviews the issues with personnel at training sessions:

- **A Focus on Visibility** – Officers are encouraged to maintain a high level of visibility in all of their assignments to provide a sense of safety and comfort within our community and to discourage crime.

- **A Focus on Prevention** – Officers are encouraged to identify any problems or concerns on campus and then implement crime prevention tactics and techniques to address them. This proactive technique helps to address the issue before it becomes serious.

- **A Focus on Enforcement** – After using visibility and prevention tactics, enforcement is implemented where necessary to address the law or policy violations to bring about the necessary compliance.

A focus on visibility, prevention and enforcement enhances the safety of our community and encourages a closer working relationship within the community we serve.
The Annual Disclosure of Crime Statistics

The University Police Department and all University Staff strive to make this campus a safe and comfortable learning environment. Those efforts also impact people living or working on campus and even visitors attending events on campus. We urge you to familiarize yourself with the contents of this document to enhance your safety and security on these grounds. The university monitors and follows up on any crimes reported at any university location including athletic team travel, and study abroad locations. In these times, security and safety awareness are important aspects of our lives. We highly encourage all of our community to become part of our safety network, and take responsibility for their own safety and security as well as their fellow community members. The below tables provide information reported as occurring at UNF in the year 2013, and the two preceding years. The below explanation may be helpful as you review the statistics:

Clery reportable crimes at off-campus locations (study abroad hotels and classrooms, and athletic hotels, and event sites), and the Museum of Contemporary Art (MOCA) must be included. Crimes will be included even if the crime did not involve a UNF student or employee participating in a UNF event. The obligation to report a crime is based on the type of crime and the location, not the individual.

Monitoring and Recording Criminal Activity at Off-Campus Locations

The University relies on its close working relationships with local law enforcement agencies to receive information about incidents involving students on campus. The University Police Department will actively investigate any crime tip it receives concerning or involving a member of the community. If the University is notified of a situation in which a community member is the victim of a crime, the department may issue a Timely Warning, detailing the incident and providing tips so that other community members may avoid similar incidents.
Reporting Criminal Incidents and Other Emergencies

All students, employees, and guests should promptly report crimes in progress, accidents, and other emergencies to the University Police Department by dialing 9-1-1. Individuals also may report incidents that are no longer in progress by calling (904) 620-2800, or in person at the Martin P. Garris Police Building. The University has installed 262 emergency two-way call boxes (Blue Light Phones), 36 elevator phones, and 44 courtesy phones throughout the campus for use during emergencies. By pressing the red button on these stations, users can communicate directly with the University Police Department’s Communications Center. The location of that particular Blue Light Phone is digitally displayed to the Communications Officer.

Timely Warnings

The University Police Department, in consultation with the University President or his/her designee, is responsible for issuing timely warnings in compliance with the Jeanne Clery Act, 20 U.S.C. § 1092(f) et seq. These warnings are issued without delay as soon as emergency conditions are stabilized.

A Clery Act timely warning is used for the purpose of informing the campus community of a potentially dangerous situation. A Clery Act timely warning is provided in order to keep the campus community informed about safety and security matters on an ongoing basis and in an effort to prevent similar crimes from occurring. The decision to issue a timely warning shall be decided on a case by case basis and the timing of the notification shall, in the first instance, be based upon whether the crime is considered a serious or continuing threat to students or employees and the possible risk of compromising law enforcement efforts. Timely warnings are usually issued for the following offenses: arson, burglary, aggravated assault, criminal homicide, motor vehicle theft, robbery, and sex offenses. Timely warnings may also be issued for other crimes as deemed appropriate, such as hate crimes. Upon receipt of all relevant information, such warnings will, as circumstances warrant, be issued in a manner to best protect the campus community.

When a determination has been made that a timely warning should be issued, the University Police Department will coordinate with University Public Relations to inform the campus community by taking all appropriate steps to ensure timely notification of the community. Such warning(s) may include, but are not limited to, the following information: type of crime, date, time and location of crime, as well as available suspect information. These warnings may be posted on flyers, released to the media, posted on University websites, or disseminated by voice and/or text messages.
Emergency Response and Evacuation Procedures

As required by federal law under the Higher Education Opportunity Act (§485(f)(1)(J); 20 USCS §1092(f)), The University of North Florida has established the following procedures to address emergency situations requiring the immediate notification of the campus community.

UNF employs separate procedures that govern timely warnings of campus crimes that are sent to the campus community and campus emergencies. This policy applies only in situations where the Incident Commander (IC), Crisis Management Team (CMT) or other appropriate authority determines that there is an immediate threat of danger to the campus community and/or an evacuation is necessary.

Immediate Notification of Campus Emergencies

Immediate notification will be used in those situations (e.g., severe weather, fires, hazardous material incidents, workplace violence, etc.) involving an imminent threat to the health or safety of students, employees or visitors on campus. During such an event, the University will employ an alert system that may include any or all of the following: voicemail, email, the University’s website, Facebook, text and voice messages, indoor and outdoor public address systems, local media and other available communication channels (which may include campus computer and TV monitors). The University will generally provide follow-up information to the larger community as appropriate via the University’s website.

Emergency Response

Once an incident requiring an emergency notification is confirmed, the University Police Department Communications Center shall initiate the emergency communication and appropriate response/evacuation message. A slight delay may occur if issuing an alert would compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency situation. Confirmation of an incident may be determined from the number and nature of calls received in the Communications Center or the source of the information and does not require an officer to confirm the incident prior to an emergency notification.

UPD or the CMT will notify the Public Information Officer (PIO) of any emergency or dangerous situation, and all public inquiries will be directed to that office.

The University President, and other pertinent faculty/staff members, will also be notified of any emergency or dangerous situation/evacuation and, as
appropriate, consulted in making any such determinations as the emergency evolves.

**Alert Systems**

The University maintains multiple systems for alerting students, employees and visitors about campus emergencies. This includes an emergency notification system which provides voice and text messages to the campus community. To receive these notifications, students and employees are strongly encouraged to register their cell phones or land-line phones by visiting [www.unf.edu/emergency](http://www.unf.edu/emergency).

Emergency messages involving the Cooper or Simplex Systems will be broadcast campus wide. Messages for these systems have been prerecorded and are generalized messages for potential emergencies. These were developed by the CMT.

**Testing**

The University Police Department, in conjunction with the Departments of Environmental Health & Safety (EH&S) and Public Relations are responsible for testing the University’s emergency communications, response and evacuation procedures. This includes testing the indoor and outdoor public address systems and the emergency notification system. These tests/exercises may be announced or unannounced. The University Police Department and EH&S are responsible for maintaining documentation for each test or exercise, including description, date and time of the test/exercise, and whether it was announced or unannounced. The University will publicize its emergency response policy to all current students and employees in conjunction with at least one of the tests/exercises per year.

**Evacuation (Run)**

If an emergency announcement is made to evacuate a building or group of buildings, designated Building Supervisors will assist with this process. In addition, the University Police Department will assist with campus evacuations. University buildings are equipped with directories indicating locations of rooms, corridors and exits. The CMT is responsible for determining if the emergency or dangerous situation is sufficient to warrant a building or campus evacuation and notifying building occupants and the campus community of such.

The President of the University or designee shall have the authority to close all or portions of the University and its campus. In making such a decision, the President will also determine particular groups of employees, if any, who should remain on campus to provide essential services.
Shelter in Place (Hide)

If an evacuation is not deemed safe occupants may be advised to seek shelter in their building. In cases where the occupants believe that violence may occur because of what they see or hear, they should:

- Lock and barricade doors.
- Turn off lights and close the blinds.
- Turn off radios, TVs and monitors.
- Keep themselves and others calm, quiet and out of sight while taking adequate cover/protection (i.e. concrete walls, thick desks, and filing cabinets), cover may offer more protection.
- Spread out as much as possible.
- Silence all cell phones ringers and vibrations.
- Quietly notify the police.
- Quietly discuss among those present a plan if the shooter is able to enter your area – think survival.

Ultimately, as the person in the danger zone, each occupant will have to decide if they would be better off evacuating because they know exactly where the threat is and have a path of escape. If a decision to flee is made, plan your movements ahead of time. Move quietly and quickly. As soon as you are clear of the threat, call 9-1-1 and give them updated information.

Attacking the Intruder (Fight)

As a last resort it may be necessary to attack the assailant. This might happen if you have nowhere to hide, or if the subject is breaking into your secure area. This is a high risk undertaking that is best accomplished with more than one person but one person is all that is required. Videos on the topic of violent intruders are available on the UPD website: [www.unf.edu/upd/](http://www.unf.edu/upd/). Planning and knowledge are key factors to survive quickly evolving life threatening incidents that may occur anywhere.

Information the Police will need if you are safe to communicate

- Your specific location - building name and office/room number.
- Number of people at your specific location.
- Injuries - number of injured and types of injuries.
- Suspects’ location, number of suspects, race, gender, clothing description, physical features, types of weapon(s) (e.g. long gun or hand gun), backpack, shooter's identity if already known, etc.

Reporting a Crime
Voluntary Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the University System or the criminal justice system, you may still want to consider making a confidential report. By contacting the Victim’s Advocate in the Woman’s Center, or using the campus 24-Hour Hotline (904) 620-1010, or using the UPD Silent Witness Report (http://www.unf.edu/upd/Silent_Witness_Form.aspx), you may anonymously report a crime. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of others and yourself. With such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

Victim Advocates

The University's Victim Advocate Program provides a support person for anyone who may become a victim of crime. Advocates provide immediate and confidential support for victims and ensure the right of the victim to be informed and treated with sensitivity and fairness. Advocates also make referrals or assist victims with locating other needed services. Victim Advocates are available twenty-four (24) hours a day to respond to a crisis at (904) 620-1010 or by contacting the University Police Department at (904) 620-2800.

Sex Offenses

If you are the victim of a sexual assault, a variety of services and options are available to you. We prefer that you report the incident to the Police, but this is not a requirement to receive assistance. To report the assault to the Police dial 9-1-1 and follow these directions:

- Make your location clear and make sure they understand that you are on the UNF Campus if that is the case.
- If it is safe to do so, stay on the phone with the dispatcher until an officer arrives.
- Evidence is critical for prosecution so do not change clothing, wash up, bathe, brush your teeth, or rearrange the scene

If the event is on campus, the Police Department will call for a UNF Victim Advocate immediately, but you are not required to accept their services. You
also may bypass the Police and contact the Victim Advocate only. They are located in the Women's Center, Building 2, Room 2100. The 24-hour Phone Number is (904) 620-1010.

The UNF Counseling Center, Building 2, Room 2300, (904)620-2602 will also supply support and guidance if you prefer. Their 24-hour number is (904) 620-2602. The last page of this document provides numbers of many off campus options.

Whatever option is chosen, a survivor may receive free services at the Sexual Assault Treatment Center and have a medical checkup which will not only collect potential evidence, but will test for pregnancy and STDs. This examination must be conducted within 120 Hours of the assault. The survivor may wait up to one year to report the incident to law enforcement, or to seek prosecution.

Other options for reporting sexual assault, or other gender related events such as harassment, discrimination, or threats, include contacting the UNF Title IX Coordinator, located in Building 1, Room 1201, Phone (904) 620-2507; or the Dean of Students, located in Building 2, Room 1013, Phone (904) 620-3979.

Offenders may be subject to the criminal justice system if arrested for sexual offenses, and additionally will face administrative sanctions through Student Conduct. Student Conduct thus provides another avenue for survivors regardless of the criminal justice process. Conduct is located in Building 3, Room 1321, Phone (904) 620-3979. University charges may be filed there and guidelines are in place to make hearings fair and equitable for all parties. Upon written request, the results of any student conduct case on this type of incident may be obtained by a survivor.

Rights Under Title IX – Sexual Assaults

Title IX prohibits sexual discrimination which includes sexual violence in educational programs and activities. If you experience or have experienced such violence, below are some things you should know about your rights:

- You have the right to report an incident to the University and have an investigation conducted. Your complaint should be resolved promptly and equitably.

- You have the right to choose to report an incident of sexual violence to campus or local law enforcement. A criminal investigation does not relieve the University of its duty to respond promptly and equitably.

- We have procedures for resolving complaints of sex discrimination, including sexual violence. Student Conduct disciplinary procedures may be used.
UNF will ensure that you are aware of your Title IX rights and any available resources, such as victim advocacy, residence life assistance, academic support, counseling, disability services, health and mental health services, and legal assistance.

Our Title IX Coordinator may be contacted in Building 1, Room 1201, Phone (904) 620-2507.

All students are protected by Title IX regardless of whether they have a disability, are international or undocumented, and regardless of their sexual orientation or gender identity.

Possible interim measures during an investigation

- UNF must provide protection during the investigation if requested.

- If you report sexual violence you have the right for some immediate help, such as changing classes, dorms, or transportation. The University is to minimize the burden on you to accomplish these things.

- You have the right to report any retaliation by school employees, the alleged perpetrator, and other students. UNF is mandated to take strong responsive actions if these things occur.

- Should you wish to remain confidential the Counseling Center or the Victim Advocate can talk to you in confidence without triggering a University investigation. In some cases the Clery Act may require a notice be released campus wide to warn other students of potential danger. This will be done in a manner that will not disclose details about you. The employee you are working with should explain their reporting obligations.

- If you want to learn more about your rights, or if you believe that UNF is violating federal law, you may contact the U.S. Department of Education, Office for Civil Rights, at (800) 421-3481 or ocr@ed.gov. If you wish to fill out a complaint form online, you may do so at http://www.ed.gov/ocr/complaintintro.html.

- Even if you do not specifically ask for confidentiality, UNF should only disclose information to individuals who are responsible for handling the school's response to sexual violence. We will discuss with you how to best protect your safety and privacy.

During the investigation of a complaint of sexual assault, UNF will respect the rights of both the complainant and the accused. Disciplinary action taken by the university against an employee or student found guilty of sexual assault will depend on the severity of the case, up to and including termination of
employment and dismissal from the university. Any individual who is found to have intentionally filed a false report of sexual assault will be subject to disciplinary action, up to and including termination of employment, or dismissal from the university.

Under the provisions of the Family Educational Rights and Privacy Act (as amended in 2000), UNF has the discretionary authority to disclose to a victim of an alleged crime of violence the final results of disciplinary action taken by the university against the individual found to be the perpetrator of that crime. The victim may not release this information but the university may choose to release certain information regarding the final results of a disciplinary hearing, if the hearing was related to an alleged crime of violence for which an individual was found to be in violation of university policies. Information released will include only the perpetrator’s name, the violation committed, and the sanctions imposed by the university.

Anti-Retaliation

The university prohibits retaliation against individuals who report sexual assaults. Victims of sexual assault should immediately report any form of retaliation. Students, faculty, or staff found to have engaged in retaliation against a victim will be subject to disciplinary action as provided by UNF’s applicable policies.

Remedies

- If an investigation reveals that sexual violence created a hostile environment, UNF must take prompt and effective steps reasonably calculated to end the sexual violence, eliminate the hostile environment, prevent its recurrence, and as appropriate, remedy its effects.

- Appropriate remedies will generally include disciplinary action against the perpetrator, but may also include remedies to help you get your education back on track (like academic support, retaking a class without penalty, and counseling). These remedies are in addition to any interim measures you received.

- UNF may also provide remedies for the broader student population (such as training) or change its services or policies to prevent such incidents from repeating.

Sexual Misconduct/Dating Violence/Domestic Violence and Stalking
Definitions:
“Sexual misconduct” is a broad term encompassing "sexual exploitation," "sexual harassment," "non-consensual sexual contact," "non-consensual sexual intercourse," “dating violence,” and “domestic violence” as defined in this regulation. Sexual misconduct can occur between strangers or acquaintances, including people involved in an intimate or sexual relationship. Sexual misconduct can be committed by men or by women, and it can occur between people of the same or different sex.

“Dating Violence” means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship.

“Domestic Violence” means violence committed by the victim’s current or former spouse, by a person who is or was a cohabitant with the victim as a spouse or intimate partner, by a person with whom the victim shares a child in common, by a family member, or by any other similarly situated person under domestic or family violence law.

"Effective consent" means words or actions that show a knowing and voluntary agreement to engage in mutually agreed-upon sexual activity. It is the responsibility of the person initiating sexual activity to get consent and make sure the other person is capable of giving consent at the time of the sexual activity. Effective consent cannot be gained by force, by ignoring or acting in spite of the objections of another, or by taking advantage of the incapacitation of another, where the accused individual knows or reasonably should have known of such incapacitation. Effective consent is also absent when the activity in question exceeds the scope of effective consent previously given.

"Force" means physical force, violence, threat, intimidation or coercion.

"Incapacitation" means the physical and/or mental inability to make informed, rational judgments. States of incapacitation include, without limitation, sleep, blackouts, and flashbacks. Where alcohol [or other drug] is involved, one does not have to be intoxicated or drunk to be considered incapacitated. Rather, incapacitation is determined by how the alcohol consumed impacts a person's decision-making capacity, awareness of consequences, and ability to make informed judgments. The question is whether the accused knew, or a sober, reasonable person in the position of the accused should have known, that the complainant was incapacitated. Because incapacitation may be difficult to discern, individuals are strongly encouraged to err on the side of caution; i.e., when in doubt, assume that another person is incapacitated and therefore unable to give effective consent. Being intoxicated or
drunk is never a defense to a complaint of sexual misconduct under this regulation.

7 "Non-consensual sexual contact" means sexual contact that occurs without effective consent.

8 "Non-consensual sexual intercourse" means sexual intercourse that occurs without effective consent.

9 “Responsible employee” means any employee: who has the authority to take action to redress sexual violence; who has been given the duty of reporting incidents of sexual violence or any other misconduct by students to the Title IX Administrator or other appropriate school designee; or whom a student could reasonably believe has this authority or duty. For purposes of this regulation, UNF has designated administrators, faculty, supervisors, managers and coaches to be responsible employees.

10 "Sexual contact" means the intentional touching, either directly or through the clothing, of a person’s intimate parts including their genitalia, anus, groin, breast, inner thigh or buttocks, or using force to cause a person to touch their own intimate parts with an intent to abuse, humiliate, harass, degrade, or arouse or gratify the sexual desire of any person.

11 "Sexual exploitation" means taking sexual advantage of another person without effective consent, and includes, without limitation, causing or attempting to cause the incapacitation of another person in order to gain a sexual advantage over such other person; causing the prostitution of another person; recording, photographing or transmitting identifiable images of private sexual activity and/or the intimate parts (including genitalia, groin, breasts or buttocks) of another person; allowing third parties to observe private sexual acts; engaging in voyeurism; and/or knowingly or recklessly exposing another person to a significant risk of sexually transmitted infection, including HIV.

12 "Sexual intercourse" means penetration (anal, oral or vaginal) by a penis, tongue, finger, or an inanimate object.

13 “Sexual harassment” means unwelcome sexual advances, requests for sexual favors, or other verbal (including written and electronic communications) or physical conduct of a sexual nature from any person when:

- Submission to such conduct or request is made either explicitly or implicitly a term or condition of a student’s status in a course, program, or activity; or of academic achievement; or
• Submission to such conduct or request is made either explicitly or implicitly a term or condition of an individual's employment, salary increase, position advancement, or other employment-related benefits; or

• Submission to or rejection of such conduct or request by an individual is used as the basis for an academic decision or employment decision affecting such individuals; or;

• Such conduct is sufficiently serious (i.e., severe, persistent or pervasive) to deny or limit a student’s ability to participate in or benefit from the University’s educational programs or activities or such conduct is sufficiently severe or pervasive so as to alter the conditions of, or have the purpose and effect of substantially interfering with, a faculty or staff member’s employment by creating an intimidating, hostile or offensive working environment.

**Sexual Offender/Predator Information**

The University Police Department maintains a database of registered Sex Offenders/Predators on campus. This information is reviewed and updated annually, and forwarded to the University President, Women’s Center, Child Development Resource Center, Housing Operations and Residence Life, the Vice President of Student and International Affairs, General Counsel, Human Resources, the Title IX Coordinator, and the office of Records and Registration.

The Florida Department of Law Enforcement (FDLE) maintains a database of sexual offenders/predators. The address is: FDLE, Sexual Offender/Predator Unit, PO Box 1489, Tallahassee, FL 32302-1489, Phone: (toll free) 1-888-FL-PREDATOR (357-7332). You can access the sexual offender/predator database at the following website: [http://offender.fdle.state.fl.us/offender/homepage.do](http://offender.fdle.state.fl.us/offender/homepage.do)

**Campus Security and Safety Guide:**


**Alcohol and Other Drugs**

The University Police Department, in cooperation with Health Promotions, provides a wide range of activities and educational programs on the effects of drug and alcohol abuse and the consequences of “Driving under the Influence.” Included is the dissemination of information on the use of alcohol and other drugs to better enable students, staff, and faculty to engage in informed and responsible decision making regarding the role of these substances in their lives.
Alcohol and Drug Policies

The legal drinking age in Florida is twenty-one (21). As a result, it is a crime for any person under the age of twenty-one (21) to possess or consume alcoholic beverages. No one under the legal drinking age may consume, distribute, sell, serve, give, or possess alcohol on University properties or as part of any University activity, except a person employed under the provisions of statute 562.13. (Please read the statute for more information.)

Many UNF students are not of legal drinking age. To address underage use of alcohol as well as alcohol abuse by those who are of legal drinking age, the University has established specific policies for drinking on campus and has published these rules in several publications. The University of North Florida Student Handbook, published by the Division of Student Affairs, provides campus guidelines for the sale, possession, and consumption of alcohol. These guidelines require individuals and/or groups to meet specific criteria prior to obtaining approval to hold events on campus during which alcohol will be served. Additionally, the Department of Residence Life publishes the Resident Handbook which discusses the prohibition of use of alcohol in UNF apartments and residence halls by anyone under the age of twenty-one (21).

Abuse of other drugs can also be a problem on a university campus. It is unlawful to be under the influence of, use, possess, distribute, sell, offer, or agree to sell, or represent to sell narcotics, hallucinogens, dangerous drugs, or controlled substances, except as where permitted by prescription or law. Violations of these laws are dealt with both through the criminal courts and through the Office of Student Conduct. Students found liable are subject not only to criminal prosecution but to administration sanctions, including permanent expulsion from the University.

Please be aware that the University, through its Office of Health Promotions, offers programming to help deal with social pressures associated with drug and alcohol use.
http://www.unf.edu/healthpromotion/Alcohol,_Tobacco_and_Other_Drugs.asp

Criminal penalties for Drug and Alcohol Offenses

Federal Law


Florida Law

Medical Amnesty Program

UNF has an amnesty program that encourages seeking medical treatment regardless of what a student has consumed. Please read the policy. This applies to victims, and bystanders or friends.

http://www.unf.edu/conduct/Medical_Amnesty_Program.aspx

The Role of Alcohol and Drugs in Sexual Assault

The use of alcohol or drugs by a victim will not adversely affect his or her report of sexual assault.

UNF is however concerned about the role that drugs and alcohol often play in cases of sexual assault. Alcohol and many drugs may inhibit or impair judgment, making people more vulnerable to assault, or more likely to commit an assault. The use of certain drugs that are placed in a victim’s drink without their knowledge is not uncommon. So called “date rape drugs” (rohypnol, GHB, etc.) may result in a lack of control or consciousness and an inability to remember what happened while under their influence. For this reason no one should accept an open drink from another person, nor should drinks be left unattended. Persons who suspect that they have been given a drug should seek medical assistance immediately, not only to reduce the medical effects of the drug but also so that a drug screen can confirm the presence of a drug.

University Policy on Alcohol and Drugs

http://www.unf.edu/president/policies_regulations/14-Miscellaneous/14_0060P.aspx

For more information, programs, and assistance at UNF

http://www.unf.edu/healthpromotion/

Access to University Facilities

University facilities are well maintained and in the interest of the students, faculty, and staff, security is given considerable attention. Many cultural and athletic events held in university facilities are open to the public. Other facilities, such as the bookstore, libraries, and cafeterias, are also open to the public.
Access to academic, residence and administrative facilities on campus is generally limited to students, employees, and visitors for the purpose of study, work, teaching, and conducting other University business. Most of the academic and business buildings lock down automatically after normal hours. Some residence halls require a key to enter, while others are open much like apartments.
Residence Hall Safety

The Department of Housing and Residence Life and the University Police Department will work in partnership to provide residents with a number of safety measures. These resources include ongoing educational programs, safety-related policies, educational sanctions for violations of policies, and staff assistance in dealing with security problems and emergencies. The Residence Life staff places a high priority on the security needs of the residents. Resident Assistants receive training in crisis management, in dealing with critical incidents, and in monitoring the facilities. Housing and Residence Life staff conducts routine checks of floors, buildings, and of the exteriors of the communities. Security concerns are reported to the appropriate entities, i.e. the University Police Department or the Department of Housing and Residence Life. Each semester, University Police Department and the Residence Life staff jointly provide safety programs to all residents. Fire evacuation drills are conducted each semester. UPD has Resident Life Officers who are police officers assigned primarily to the housing community. These assigned officers keep in touch with residents and Residence Life staff. Residents are the most important aspect of the cooperative effort to provide a safe and secure community. Residents are encouraged to be aware, be vigilant, and to keep doors locked at all times. Remember, the safety and security of the housing communities are everyone’s responsibility.

Fire Safety Residence Halls and Academic Buildings

As part of a statewide regulation, each residence has smoke detectors connected to the building’s alarm system. Once activated, the alarm system will alert the University Police Department and an officer will be dispatched. Automatic pull stations and fire extinguishers are located on each floor. Academic buildings also provide a similar system of smoke detectors, fire alarms and extinguishers, and fire doors and walls which are required under state regulations. All on-campus and UNF-affiliated properties are inspected by the fire marshal annually. For residence halls and apartment living, more information is provided by the Department of Housing and Residence Life’s informational packets that new student residents receive each year. The annual Fire Safety Report contains all fire safety policies and procedures related to on-campus student housing and discloses statistics for fires that occurred in these facilities. The report can be found on the UNF Environmental Health and Safety (EH&S) website by following the link below, or you can request a copy of the report by calling the EH&S at (904) 620-2019.
http://www.unf.edu/anf/ehs/Higher_Education_Opportunity_Act_Reports.aspx

Missing Residential Student Policy
For purposes of this policy, a University residential student may be considered to be a “missing person” if the person’s absence is contrary to his/her usual pattern of behavior or unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with persons who may endanger the student’s welfare. Residential students 18 years of age and emancipated minors may designate emergency contacts separate from those listed as their emergency contacts in their official University records. For purposes of this policy, students should designate an emergency contact through the MyWings portal during each semester’s registration for classes, or at any time thereafter, to be contacted by the University no more than 24 hours after the time that the student is determined to be missing in accordance with the procedures set forth below. Emergency contacts designated under this policy will remain in effect until changed or revoked by the student. In the event a student fails to designate an emergency contact for this Missing Person policy, the student’s emergency contact listed in their official University records will be considered the student’s designated contact.

Residential students less than 18 years of age determined to be missing require the University to notify a custodial parent or guardian not more than 24 hours after the student is determined to be missing.

Any individual on campus including a student or an employee who has information that a residential student may be a missing person must notify the University Police Department at (904) 620-2800 as soon as possible to enable a search to begin for the missing student.

The University Police will work in conjunction with the Department of Housing and Residence Life to gather all essential information about the residential student from the reporting person and from the student’s acquaintances to initiate a search for the missing student. Appropriate University staff will be notified to aid in the search for the student.

If the missing student is not located within 24 hours, the UPD will notify the National Crime Information Center (NCIC) and the Florida Crime Information Center (FCIC) and will seek any necessary assistance from any other appropriate law enforcement agency.

No later than 24 hours after determining that a residential student is missing, the Office of the Vice President for Student and International Affairs will notify the emergency contact (for students 18 and over) or the parent/guardian (for students under the age of 18) that the student is considered to be missing.

All communications regarding missing students will be handled by law enforcement authorities, who may consult with The Office of Public Relations.
All inquiries to the University regarding missing students, or information provided to any individual at the University about a missing student, shall be referred to the University Police Department. Prior to providing the University community with any information about a missing student, The Office of Public Relations shall consult with the University Police to ensure that communications do not hinder the investigation.

Office of Student Conduct

Student observance of the terms and conditions of the University’s Student Conduct Code assists the University in meeting its mission of providing a healthy and productive learning environment. If students fail to comply with the requirements of the Code of Conduct, established laws or University regulations, they may be referred to the Office of Student Conduct for disciplinary action. It is important to note that Florida law, FSS 1006.60(5), prohibits intentionally acting to impair, interfere with, or obstruct the orderly conduct processes, and functions of any State University.

In addition to the general rules of conduct, the Department of Residence Life has established rules and regulations for students living in the University’s residence halls and apartments.

Other Services on Campus

Personal Safety

The University Police Department provides personal safety information at each new student and new employee orientation, and in student housing. Security surveys and safety presentations are offered upon request to any group on campus. Presentations include the distribution pamphlets on safety and crime prevention tips.

Sexual Assault Awareness

The University Police Department, the Women’s Center, and other campus offices, present sexual assault awareness programs to any on-campus group requesting them. Scheduled presentations are arranged for residence halls and apartments. These programs also offer tips on avoiding and preventing “acquaintance/date” rape.

In addition to the Women’s Center, and the Police; students, faculty and staff have another resource in the Title IX Coordinator, who may be reached by calling 620-2513. The website for Title IX is: https://www.unf.edu/eod/Title_IX.aspx. As a recipient of federal funds, UNF is required to comply with Title IX of the Higher Education Amendments of 1972, 20 USC § 1681 et seq. (“Title IX”), which prohibits discrimination on the basis of sex in education programs or activities, which includes all forms of sexual
misconduct such as bullying, hazing, and other forms of gender-based indiscretions of a sexual nature. UNF is committed to providing programs, services, activities and an educational environment free from sex discrimination. Additionally, as an employer, the university is required to comply with Title VII of the Civil Rights Act of 1964 and other federal and state laws regarding sex-based harassment. Survivors need not suffer in silence! Resources are available through the police department and the criminal justice system and/or student conduct, or through the Women’s Center, the Counseling Center, or the Title IX Coordinator. We encourage the reporting of such incidents as most sexual offenders tend to continue victimizing until they suffer consequences.

Lost and Found

The University Police Department serves as the central clearing place for lost and found items. Any item found on campus should be taken to the Police Department Building (41). Items are kept for thirty (30) days. After that time, items that remain unclaimed will be auctioned, with proceeds benefiting student scholarships. Contact “Lost and Found” at the Police Department Building, Monday through Friday, between 8:00 a.m. and 4:00 p.m. at (904) 620-2367 for information concerning lost and found.

Public Information

Information concerning crime and safety related issues are provided to the campus community through the campus newspaper, and the online Osprey Update web page. Green Clery warning posters displaying a police badge may be distributed as needed to warn the community of threatening situations or to solicit their assistance. Facebook and “E-Mail” are also used to communicate with faculty and staff.

Parking Services

Parking Services is responsible for the enforcement of parking regulations on campus. All faculty, staff, students, and visitors are required to display a current parking permit during both daylight and evening hours (this includes individuals who utilize a “Handicap Parking” placard). Parking decals can be purchased from the Parking Services website; “day passes” can be purchased at either Information Booth located at the entrances to the UNF campus. Student parking patrollers issue parking citations for illegally parked vehicles and those without parking decals or permits.

Communication Services / Information Technology Services
The office of Communication Services within the Department of Information Technology Services (ITS) is responsible for all telephones on campus. Elevators are equipped with emergency phones that have a direct line (no dialing is necessary) to the University Police. Contact is made by simply lifting the receiver. The caller location is identified at the Police Department. The campus is also equipped with emergency “Blue Phones”, located throughout the campus. This system rings directly into the Police Department. Contact is made by simply pressing the button. The caller location is identified at the Police Department. Additionally, over thirty (30) courtesy telephones are conveniently located throughout the campus.

**Police Communications**

Police Communications Operators answer your calls for service or emergency assistance. They provide the communications support to the Police Department and the community. Police Communications Operators coordinate the efforts of police officers that need to be monitored and responded to throughout each day. They also have the responsibility of monitoring alarm systems, answering 9-1-1 calls, non-emergency phone calls, and keeping daily records of police activity. When calling for service or an emergency, please be prepared to:

- Clearly identify yourself.
- State where you are calling from.
- State briefly the nature of your call.

**Operation Identification**

“Operation Identification” is a program based on the idea that marked items are more difficult for a thief to dispose of because they can be traced back to the owner. Property is engraved with the owner’s driver’s license number for identification purposes. The University Police Department offers this service at no charge to participants.

**Transportation**

The Jacksonville Transportation Authority (JTA) bus line serves the UNF campus. Route information can be obtained by contacting the JTA directly. Additionally, an on-campus shuttle system provides transportation to regular stops throughout campus to include UNF Hall and other remote parking lots. Additional information on the shuttle services may be obtained by contacting Parking Services at (904) 620-2815 or visiting their website at: http://capricorn.anf.unf.edu/parkingservices/
Physical Facilities

Physical Facilities is responsible for the operational maintenance and grounds of UNF. They can be contacted at (904) 620-2483.

Lighting Maintenance

To provide a safe environment for the university community, the University regularly checks its lighting system. This system encompasses the roadways, pathways, and parking lots to provide visible paths of travel from buildings and parking areas. With the vast amount of construction and environmental changes, illumination may not always appear the same. Community members are encouraged to report any lighting problems to Physical Facilities or the Police Department.

Key Control

Building/Office Keys: Protection of issued keys is extremely important. Do not lend keys, particularly if you are unsure of a person’s authorization. Each key is clearly marked “Do Not Duplicate” and any attempt to duplicate a key is illegal.

Residence Halls or Apartments: The doors to these rooms utilize the “Intellikey” locking system. If you feel or believe the locking system has been compromised or if your key has been lost, contact Housing Operations.

Safety in the Workplace

Here are some suggestions to regarding maintaining your personal safety while working at UNF:
• When working late, make sure doors are locked.
• Avoid using stairs in remote areas of the building.
• Never prop doors open.
• Keep belongings in an area that can be locked up, such as a desk or cabinet.
• Do not hold doors open for strangers when the building is closed for the evening.
• Let others know where you are when working late.
• Call the UPD for escorts to your vehicle or on-campus housing.
• Think of the “what ifs” and have a plan in mind.
• Do not be distracted while walking or jogging (phones/headsets).

Office staff should have a plan in place for emergencies such as angry or volatile customers or domestic violence situations. Contact UNF Police for assistance with your planning.
Emergency Response Information

In the event of an immediate threat from danger, fire, injury, or crime in progress, call 9-1-1. UNF Police are part of the countywide “Enhanced 911” system and automatically receive calls related to campus. The system ensures that the correct emergency responder—police, medical or fire—is directed to the right place in the shortest amount of time. Since telephone numbers appear on the police computer screen, callers who are either too young or incapacitated to give their location can still receive emergency assistance. Certified Police Communications Officers are on duty twenty-four (24) hours a day.
Support Services and Emergency Contact Information

The University supplements its commitment to preventing crime and promoting quality campus life with an equally strong commitment to providing the best and most comprehensive assistance to its community. The following is a reference list:

Campus Police - EMERGENCY 9-1-1, Non-Emergency  (904) 620-2800,
Clay County Sheriff’s Office  (904) 264-6512
Crisis Hotline (24-hour) (904) 620-1010
Counseling Center (UNF)  (904) 620-2602
Drug Abuse Helpline (800) 378-4435
Equal Opportunity and Diversity (Title IX)  (904) 620-2513
Jacksonville Sheriff’s Office (for incidents in Duval)  (904)630-0500
Mental Health Center of Jacksonville  (904) 695-9145
Mental Health Resource Center  (904) 642-9100
Poison Information Center (Florida) (800) 282-3171
Poison Information (Jacksonville)  (904) 549-4480
Rape Crisis Hotline  (904) 355-RAPE (7273)
Sexual Assault Response Center  (904) 549-4600
St. Johns County Sheriff’s Office  (904) 824-8304
Student Medical Services (UNF)  (904) 620-2900
Suicide Prevention Center (904) 632-0600 or (800) 346-6185
United Way “First Call”  (904) 632-0600 or 211
Victim Service Center (City of Jacksonville)  (904) 630-6300
UNF Information  (904) 620-1000
UNF Victim Advocacy Program  (904) 620-1010
**Crimes Reported to University Officials or Other Law Enforcement Agencies**

This chart includes offenses/Incidents that were reported to local law enforcement agencies (other than the University Police) and to any official of the University who has significant responsibilities for student and campus activities. Incidents not reported to a law enforcement agency are not verified. Some of these incident numbers could be duplicated and/or be a civil offense and not criminal in nature.

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(*) Updated data