Welcome!

On behalf of the dedicated men and women of the Office of Public Safety, it is my pleasure to welcome you to the University of Southern Indiana. The Office of Public Safety is dedicated to maintaining a safe atmosphere for the faculty, staff, students, and visitors alike. It is our hope that the information provided here will give you valuable insight into our office and its operations and services provided, as well as our role within the academic environment at the university.

We welcome your comments, suggestions, and ideas for making the University of Southern Indiana an even safer environment. We encourage the faculty, staff, students and members of the local community to contact our office with any issues concerning safety and security or any matters of concern which involve the university. Our office is located on campus between the Liberal Arts Building and the Physical Plant.

Director of Public Safety-Stephen G. Woodall
10/01/12
USI Office of Public Safety

Annual Security and Fire Safety Report 2012

Office of Public Safety

USI Public Safety officers are empowered by the State of Indiana to enforce University Policy, the Student Code of Conduct and traffic laws on campus, but are not authorized to make arrests, and do not carry weapons. The Office of Public Safety is a 24/7 operation and is comprised of a Dispatch Center, Security Department and Parking Department. The Office of Public Safety offers many services to the University community by striving to provide a positive customer service attitude. Services provided by the Office of Public Safety include providing campus directions, general campus information, vehicle jump starts, student/faculty/staff escort service, tire air-ups, vehicle unlocks emergency medical care, and parking assistance. Campus officers perform periodic inspections of campus lighting, shrubbery, buildings, and other potential safety or security concerns so they can be directed to the appropriate department and corrected. The Office of Public Safety telephone numbers are 812-464-1845 for general business or administrative information and for emergencies call campus ext. 7777 or 812-492-7777.

The Security Department employs Campus Protection Officers who are responsible for patrolling all University property including many miles of off road bicycle/walking trails. The Security Division provides automobile, four wheel drive vehicles, motorized carts, bicycle, foot, and off road vehicles to maximize their patrol effectiveness. Other responsibilities include asset protection and the documentation of all criminal law violations, Code of Conduct violations, traffic accidents, property damage and injuries that occur on University property.

The Parking Department monitors and enforces all traffic regulations on campus. The Parking Department liaisons with many other University entities to manage the many special events that occur on campus and to ensure there is adequate and safe parking for individuals that attend these events. All parking regulations may be viewed online at http://www.usi.edu/parking/. The Parking Department telephone number is 812-465-1091 for routine business.
The Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, more commonly known as the Clery Act, require colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime and fire safety statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have “significant responsibility for student and campus activities”;
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees”;
- Implement emergency notification procedures if there is an immediate threat to the health or safety of students or employees on campus;
- Disclose in a public crime log “any crime that occurred on campus . . . or within the patrol jurisdiction of the campus police or the campus Public Safety Office and is reported to the same” and;
- Maintain in a public fire log a record of any fire that occurred in an on-campus student housing facility.

The University Of Southern Indiana Office Of Public Safety exceeds these standards by employing the following programs:

Campus Security Authorities (CSA): The Clery Act requires all institutions to collect crime reports from a variety of individuals and organizations that Clery considers to be “Campus Security Authorities or CSA’s.” The definition of “Campus Security Authority”, according the federal law, is as follows: “An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.” All Campus Security Authorities receive annual training regarding their responsibilities. A list of Campus Security Authorities is maintained at the Office of Public Safety.

Timely Warning Notices-Campus Safety Alerts: The Office of Public Safety will issue a timely warning or a crime alert for any serious incident when the safety of the campus community is threatened and the information may be useful to the community. The benchmark as to whether the warnings shall be distributed is whether the crime/incident may pose an ongoing threat to members of the University Community. These warnings shall be distributed if the crime/incident is reported directly to the Office of Public Safety or to any local, state or federal law enforcement agency. The University President, Provost and Vice President of Finance and Administration may also
authorize the distribution of a Timely Warning Notice. The Director of the Office of Public Safety or his designee shall develop the content of any Timely Warning Notice or Crime Alert and upon the review and approval of the Vice President of Finance and Administration, shall then transmit the message to the designated area of the campus community.

Flyer alerts may be posted in the lobbies of academic buildings, residence halls, and apartment housing areas and on the Public Safety Website or a social network site. Certain alerts may be emailed (MyUSI) to specific groups based upon the nature of the alert. The Office of Public Safety may also utilize the USI media (Shield, radio, television), USI message boards (Blackboard system), the fire enunciator system, USI telephone services, personal messengers and the local media network to assist in distributing information.

In cooperation with other University departments, the Office of Public Safety conducts an annual test of all emergency notification systems. These tests may be announced or unannounced.

Emergency Messaging: The USI RAVEAlert system gives critical and timely warnings—via email, text message, and voice message—about emergencies, severe weather, and other incidents impacting the University community. Everyone with a USI email address is automatically enrolled in the RAVEAlert program. Log on to your MyUSI account to add your cell telephone number or other numbers would like to receive notifications.

Daily Crime and Fire Log: The Office of Public Safety maintains a public crime and fire log at the Public Safety office. These logs are continuously updated and are available for inspection during regular business hours.

Emergency Preparedness: The Office of Public Safety coordinates with the University’s Office of Risk Management and Safety to develop and implement emergency plans, including disaster response, fire safety and evacuation.

For more information about emergency preparedness policies and responses, visit http://www.usi.edu/RiskMGT/

Reporting Criminal Incidents

The University of Southern Indiana encourages all faculty, staff, students and guests to report criminal incidents, accidents and any other emergencies to the Office of Public Safety either by telephone, email or in person. The Office of Public Safety also provides ways to report non-emergency criminal or USI policy/code of conduct violations anonymously through the “Silent Witness” program or through their telephone Tip Line. Any incident may also be reported directly to a uniformed Office of Public Safety campus protection officer.
The University has also placed emergency two-way call boxes (Emergency Blue Light Phones) around the entire campus for use during emergencies. By pressing the button on these call boxes, users are immediately connected to the Public Safety Dispatch Center.

The Office of Public Safety vigorously investigates all reported crimes and incidents. This includes confidential and anonymous reports.

The Office of Public Safety also liaisons with and has the support and cooperation of law enforcement agencies on the local, state and federal levels to keep the University safe. Even though, there is no written “Memorandum of Understanding” (MOU) agreement, local sworn law enforcement agencies do respond to and investigate violations of criminal law. The Office of Public Safety also monitors through local law enforcement agencies any criminal activity USI students may be engaged in at off-campus locations, particularly recognized student organizations.

**Silent Witness and TIP Line**

**Silent Witness Form:** If you have witnessed or have information regarding a crime or incident that has occurred on campus, you may anonymously submit the information to the Office of Public Safety using the Silent Witness Form. The information is submitted in email form and will be kept strictly confidential. The silent witness form is to be used for: Crimes or incidents occurring on USI campus property or crimes or incidents occurring off campus that involve University of Southern Indiana students, faculty, or staff. It is important to note that a silent witness will not result in an immediate emergency response from the Office of Public Safety. If you require immediate assistance, call campus ext. 7777 or 812-492-7777. All other off-campus crimes should be reported to the appropriate law enforcement agency by dialing 911.

**TIP Line:** The University of Southern Indiana’s Office of Public Safety has established a telephone TIP line which allows callers, wishing to remain anonymous, to leave information via a voice mailbox as to any criminal activity or University Code violations. The TIP line is a means for the campus community to assist in

A map of the emergency blue light phone locations may be viewed at: [https://www.usi.edu/visit/map/](https://www.usi.edu/visit/map/)

To access the Silent Witness Form, visit [http://www.usi.edu/security/silent-witness-report-form](http://www.usi.edu/security/silent-witness-report-form)

The TIP Line should not be used to report emergencies. Emergencies should be reported at 812-492-7777 or campus extension "7777".
establishing a safe campus environment. This telephone number may be called 24 hours a day to provide information. Persons wanting to report such activity should call the Tip Line at **812-228-5029 or campus extension “5029”**.

**Reporting a Missing Student**

The term “missing student” is defined as any University of Southern Indiana student residing in an on-campus student housing facility who is reported missing from their residence for more than 24 hours.

When a student is reported missing, the Office of Public Safety will make initial inquiries to locate the student. The 24 hour benchmark may be waived if foul play is suspected and the incident is or has been reported to local law-enforcement. The Office of Public Safety will support any missing student investigation by providing appropriate technical support, including photos, campus alerts, schedules and any other information relevant to the search.

**Missing Student Contact Procedures**

All students residing in on-campus student housing facilities have the following options as provided by the office of Housing and Residence Life:

- Provide each housing student with the option to identify an individual that the University can contact in the event they become missing for more than 24 hours
- Provide each housing student the means to register confidential contact information in the event the student is determined to be missing for more than 24 hours

When a student who resides in an on-campus student housing facility is determined to have been missing for 24 hours, the University will:

- Notify the contact person within 24 hours if the student has designated one
- Notify the student’s custodial parent or guardian and/or any other designated contact person within 24 hours if the student is under 18 years of age and is not emancipated; and
- Inform the appropriate local law enforcement agencies within 24 hours.

While students are under no obligation to notify the University when they plan to spend time away from their campus residence, they are strongly encouraged to share information with family, friends or housing staff when they do so.

Reports of missing students should be made to the Office of Public Safety at ext. 7777 or 812-492-7777.
Crime Prevention and Safety Programs

The Office of Public Safety coordinates several programs to enhance personal safety and safeguard property through educational programs.

Crime Prevention Seminars: Interactive presentations are provided to student, faculty, staff, or other organizations upon request. These presentations provide valuable information on the services provided by the Office of Public Safety and how to reduce your chances of being the victim of a crime.

R.A.D. (Rape Aggression Defense): The Rape Aggression Defense System is a program of realistic self-defense tactics and techniques for women. The R.A.D. System is a comprehensive, women-only course that begins with awareness, prevention, risk reduction and risk avoidance, while progressing on to the basics of hands-on defense training. The course is taught by certified instructors with the stated objective, “to develop and enhance the options of self defense, so they may become viable considerations to the woman who is attacked.”

Safe Ride: SAFE Ride is a program developed for USI students by the Student Government Association, Office of the Dean of Students, Counseling Center, and Evansville’s River City Yellow Cab Company. The program provides a safe alternative for emergency situations when other transportation is unavailable. It is a “way out” of dangerous or potentially-dangerous situations by giving USI students safe transportation home through the River City Yellow Cab Company’s service within the local area by calling 812-429-0000.

New Student Orientation: Crime prevention materials are provided and questions are answered during new student and parent orientation.

Operation Identification: The Office of Public Safety will mark personal property with an electric inscriber/engraver. It is recommended that students retain a photograph, description, serial number, model numbers, and up to date inventory of their property.

Shuttle Bus Network: The Office of Public Safety coordinates an on-campus bus service and off campus shuttle bus system. The use of this transportation service is available to all University of Southern Indiana affiliates with a valid Eagle Access card, free of charge. Visit [http://www.usi.edu/security/parking/bus-schedules](http://www.usi.edu/security/parking/bus-schedules) for schedule and bus stop information.
Escort Program: The Office of Public Safety Escort Service is designed to enhance your safety and peace of mind if you must be on campus after dark. The primary goal is to deter sexual harassment, verbal abuse and assault, and to enable students to travel about the campus with a greater sense of security. The Escort Service is primarily a mobile service, but walking escorts are available upon request.

The mobile escort is not intended as an alternative form of transportation and may be denied in the following cases:

- As a regular means of transportation to full-time employment.
- When two or more students have the same destination.
- If public transportation is available.

Bicycle Lockers: The Office of Public Safety coordinates the use of secured bicycle lockers for the safety of those who enjoy riding their bicycles on campus. The use of the lockers is on a first come first serve basis and there is no charge for this service. The lockers are located next to parking lot K. Contact the Office of Public Safety Parking Department at 812-465-1091 for further information on this program.

Eagle Access Card Building and Door Access: The Eagle Access Card is an all-in-one card that may be used for, personal identification, library privileges, and food services accounts, access to the Fitness Center and campus buildings. The Office of Public Safety coordinates and programs access to all campus buildings for all faculty, staff and students upon the appropriate approval. For assistance please contact the Office of Public Safety at 812-464-1845.

Identity Theft: The Office of Public Safety coordinates with the Computer Services Department to provide information to protect yourself from identity theft as well as what to do to if your personal information becomes exposed or if you actually become a victim of identity theft.

Identity theft occurs when someone uses another person's personal information such as name, Social Security number, driver's license number, credit card number or other identifying information to
take on that person’s identity in order to commit fraud or other crimes. For more information on protecting yourself from identity theft please visit http://www.ftc.gov/bcp/edu/microsites/idtheft2012/

Sexual Assault Prevention and Response

The University of Southern Indiana abides by the State of Indiana’s definitions of sexual assault as described in Indiana Code 35-42-4 Sex Crimes. In addition, the University defines sexual assault as any kind of a sexually offensive act against another person, any verbally offensive demand or suggestion, and any intentional touching of another person’s body without mutual consent. These acts include, but are not limited to, the following:

- Rape/sexual assault (gang, acquaintance, stranger)
- Acts on a person who is not conscious or able to give consent
- Indecent exposure
- Direct or indirect threats linked to sexual propositions or activity
- Coerced sexual activity
- Sexual propositions
- Sexual battery, (the unwanted touching of an intimate part of another person, such as a sex organ, buttocks, or breasts)

The University’s Disciplinary Procedure for Sexual Assault is designed to respond to allegations of sexual assault. Indiana’s criminal statues determine the criminal penalty or sanctions based upon the act, severity, and other mitigating or aggravating circumstances. The Sexual Violence Prevention and Response Program include counseling services, crisis support groups, and other organizations which provide assistance and referrals to students who have been assaulted.

The USI Office of Public Safety, upon request will provide sexual assault prevention and information programs to students, faculty or staff. The Recreation, Fitness and Welfare office also upon request will provide informational programs on this topic. Literature on sexual assault topics is available through the Office of Public Safety, Office of Recreation, Fitness and Wellness and the Office of Housing and Residence Life.

If you or are a victim of a sexual assault at this institution or know someone that is, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Office of Public Safety strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a University officer or to any Campus Security Authority. The victim will have the option to notify the appropriate law enforcement authority of the assault and the Office of Public Safety
will assist the victim in making this contact if needed. Filing a report with a Campus officer will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a timely report with the Office of Public Safety AND a local law enforcement agency will:

- ensure that a victim of sexual assault receives the necessary medical treatment and tests
- provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam);
- assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention
- Provide safety plans to the victim while on and off campus

When a sexual assault victim contacts the Office of Public Safety, the Vanderburgh County Sheriff’s Office may be notified as well. The victim has the option also of reporting the incident in a confidential manner with no follow-up investigation. If the assault occurred in a residential housing area, a representative from the Office of Housing and Residence Life will be contacted. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the Office of the Dean of Students or only the latter. A University representative from the Office of Public Safety or an appointed victim’s advocate provided by the University will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available from the University through the Student Health Center, the Counseling Center, Office of Religious Life and Human Resources. Counseling and support services outside the University system can be obtained through the Holly House Advocacy Center and the Albion Fellows Bacon Center.

**Procedures for On-Campus Disciplinary Action in cases of Alleged Sexual Assault**

With all manners of sexual violence or sexual harassment, the university's responsibility under Title IX is to take immediate action to address violence/harassment that it knew or should have known about. The Office of the Dean of Students handles all disciplinary proceedings of alleged non-consensual sexual activity. If a student is sexually assaulted, s/he can expect the following process:

- The victim (referred to as the *complainant*) files a report of the incident through university personnel, and a formal report is documented with the Office of Public Safety. The report can also be filed by university personnel or friends/family of the complainant or accused.
- Vanderburgh County Sheriff’s Office will come to campus to file a report. The complainant may choose to, but is not required to file charges against the accused.
- The University report will be received by the Office of the Dean of Students. Within ten (10) business days of receiving the report, the Dean of Students or
his/her designee will begin disciplinary proceedings and notify the charged student (the accused).

- Pending the investigation and/or outcome, the university will take immediate action to protect the complainant, such as changing living arrangements and academic schedules, and provide students with access to counseling and support. Contact the Dean of Students at 464-1862 or UC-East 1229 for all changes.

- Disciplinary proceedings may be in the form of an Administrative Hearing, with one university hearing officer, or a University Hearing Board that consists of two students, one faculty member, one administrator, and the Dean of Students or his/her designee. The decision of the type of hearing will be up to the accused. For more information on Hearing Procedures, refer to the Student Rights and Responsibilities: A code of Student Behavior, 4.4: Student Behavior Resolution Procedures.
  - Both the complainant and the accused student are entitled to attend the hearing and provide their accounts of the alleged non-consensual sexual activity.
  - In the event of a University Hearing Board, the complainant will be asked to share his/her accounts of the alleged non-consensual sexual activity in the presence of the accused. The accused will be able to ask the complainant questions through the hearing board chair.
  - The complainant will not be allowed to hear the accounts of the alleged non-consensual sexual activity from the accused or ask him/her questions.
  - Both the accused and the complainant are entitled to bring an advisor to the hearing. The advisor cannot be an attorney, nor will the advisor be allowed to represent (student, faculty, or staff).
  - In no case will mediation be used in a case of sexual assault.

- The University's response to charges of sexual violence cannot be conditioned upon or delayed on the results of the criminal investigation. University sanctions or other responses cannot be conditioned upon a prosecutor's decision to criminally convict.

- The University will employ the civil "preponderance of evidence" standard when making findings about whether sexual violence did or did not occur.

- A decision will be reached within five (5) business days as to whether or not the accused is responsible for the violation.

- Both the complainant and the accused will be informed of the outcome of any disciplinary proceedings conducted within the student judicial system.

For more information concerning the procedures of the Student Judicial System contact the Dean of Students’ office @ 812- 464-1862 or visit UC East, room 1229.
- Permitted by the Office of Civil Rights the university may disclose to the campus community a finding that a student has perpetrated an act of sexual violence in violation of university policy, which is necessary to protect student from further harm.
- The Clery Act requires institutions to report campus crimes, including sexual assault, an obligation that does not yield to the privacy rights of a perpetrator found guilty.
- Upon written request, the University will disclose to the alleged victim of a crime of violence or non-forceable sex offense, the report on the results of any disciplinary proceeding conducted against a student who is the alleged suspect of such crime or incident. If the victim is deceased as a result of such crime, the victim’s next of kin shall be treated as the alleged victim for purposes of this paragraph.

Campus Sex Crimes Prevention Act
The Campus Sex Crimes Prevention Act of 2000 requires sex offenders, when they register with the designated law enforcement agency, to indicate whether and where they are enrolled, employed, or volunteering on a college campus. The registering agency must share that information with the relevant colleges, and the colleges must tell students, faculty members, administrators, and staff members where information on registered sex offenders can be obtained. The Vanderburgh County Sheriff’s Office is the designated law enforcement agency for the University of Southern Indiana.

Imposition of Conduct Sanctions for Sex Offenses
The objective of any Administrative Hearing is to determine whether the charged student is “responsible” or “not responsible” for the alleged incident. If a student is found responsible, the Hearing Official may implement a sanction which is a means of redirecting the policy violation to an educational correction and reflection. The Hearing Official may implement as many sanctions as seen applicable per the situation. The Hearing Official also reserves their discretion for having contradictory sanctions implemented for individuals in the same or similar cases.

The following is a list of possible sanctions the University may impose in any disciplinary matter:
## Low to Mid Level Sanctioning

**Apology Letter**: a written statement intended to rectify the harmed individual(s) and/or community as a means of reconnecting with the community in which the policy violation has affected in effort to re-integrate or re-establish the relationships the student had with the community.

**Behavior Contract**: an agreement between the student and a university administrator to alter problem behavior for the intended purpose of successfully re-integrating the student into the housing or USI community.

**Community Service 1-5 Hours**: an assignment of a public service project to be completed by the responsible student. Failure to complete the assigned task may result in the initiation of further disciplinary action.

**Counseling Referral Alcohol or Drug Assessment**: is a mandatory referral for evaluation and/or education. Failure to complete the evaluation or education may result in the initiation of further disciplinary action.

**Disciplinary Fine $50-$150.00**: see page 179 in your Student Planner or click here for a preview of policy violations and associated fines.

**Educational Paper, Poster, Presentation, or Program**: is an assignment of a task which is educational in nature and appropriate to the violation (e.g., reflection paper, poster, presentation of program, alcohol 101, etc.).

**Disciplinary Room Relocation**: is an action that may be used when the misconduct is a violation of the rules for a particular living environment or when it is deemed to be in the best interest of the resident or other residents that an individual is relocated.

**Interview USI Contact**: a student may be assigned to interview a USI affiliated contact for the purpose of gaining a more global view of a particular issue or behavior.

**Judicial Educator**: an online interactive module designed to give the student an opportunity to reflect on the violation and or situation. The Judicial Educator ranges in issues from alcohol drugs, to making every days decisions and choices.

**Loss of Housing Privileges**: a student may be assigned certain restrictions pertaining to his/her ability to live and participate fully in the housing community (e.g., restricted visitation, shortened guest privileges, etc.).

**Parental/Guardian Notification**: if under 21 and found in Violation for an alcohol related violation, a Parental/Guardian Notification may be mailed. If found In Violation for a drug related violation, a Parental/Guardian Notification may be mailed.
The Campus Sex Crimes Prevention Act of 2000 requires sex offenders, when they register with the designated law enforcement agency, to indicate whether and where they are enrolled, employed, or volunteering on a college campus. The registering agency must share that information with the relevant colleges, and the colleges must tell students, faculty members, administrators, and staff members where information on registered sex offenders can be obtained. The Vanderburgh County Sheriff’s Office is the designated law enforcement agency for the University of Southern Indiana.
Indiana Sheriffs' Sex and Violent Offender Registry

Effective January 1, 2003, Zachary’s Law requires sheriff departments to jointly establish and maintain the Indiana Sheriffs’ Sex and Violent Offender Registry to provide detailed information about individuals who register as sex or violent offenders in Indiana. The registry’s purpose is to inform the general public about violent offenders who live, work, or study in Indiana. The Commonwealth of Kentucky and the State of Illinois sex offender websites are included with the National Sex Offender web site due to their close proximity.

Sex Offender Information

Vanderburgh County Sheriff’s Office:  [http://www.vanderburghsheriff.com/SexOffender/Sex_offender.htm](http://www.vanderburghsheriff.com/SexOffender/Sex_offender.htm)
State of Indiana:  [http://www.icrimewatch.net/indiana.php](http://www.icrimewatch.net/indiana.php)
Commonwealth of Kentucky:  [http://kspsor.state.ky.us/](http://kspsor.state.ky.us/)
State of Illinois:  [http://www.isp.state.il.us/sor/](http://www.isp.state.il.us/sor/)
National Sex Offender Public Website:  [http://www.nsopw.gov/Core/Conditions.aspx](http://www.nsopw.gov/Core/Conditions.aspx)

University Policies Related to Alcohol and Drugs

The University of Southern Indiana prohibits the illegal manufacture, possession, use, and/or distribution of drugs and alcohol by students, employees, and visitors in student housing, University-owned or leased property or as a part of any "university activities". With few exceptions, the University maintains a “dry” campus. Legal use of alcohol may be permitted on campus only if approved by the president or her designee. All state and federal laws regarding alcohol and drugs are strictly enforced.

University regulations and Indiana state law prohibit the use, possession, or distribution of narcotics or controlled drugs without a valid prescription. Violators of alcohol and drug policies are subject to the provisions of the applicable state and federal laws as well as University disciplinary actions.

Public advertisements of alcohol products are prohibited. This includes but is not limited to any signs or advertisements that are visible from public areas, alcohol signs, or other inappropriate displays or objects visible from outside your apartment, residence hall, or campus building. Alcohol containers are prohibited. This includes but is not limited to containers kept as decoration, alcohol paraphernalia (e.g. “beer bongs”), and those containers that are put in the garbage or are lying about your apartment, residence hall suite, or campus building. Free assistance and on-going educational programs are provided by the University for students and employees. Additional information is available by requesting a Drug and Alcohol Abuse Policy and Prevention brochure from the USI Counseling Center or Human Resources Office.
Access to Facilities

University Buildings
All University buildings and grounds are categorized as three types: dedicated, semi-public, and public. Public space, open for public use and pleasure, includes sidewalks, campus drives, and building lobbies and corridors during normal operating hours. Dedicated and semi-public areas are available only for University programs and events scheduled through the University. Off-campus sites hours may vary. Other semi-public facilities’ hours are posted each semester. Security is charged with keeping all areas secure and safe, guarding the campus and student housing. Unauthorized persons may be asked to leave campus and student housing.

Card Access
A University ID card system has been implemented which allows students, faculty, and staff an automated, authorized access to secured University locations during non-normal hours. The card may be programmed to allow access for specific times and dates. Authorized persons experiencing problems with the system should contact the Office of Public Safety at 812-464-1845.

University Housing Apartments and Residence Halls

Administrative Searches: Upon approval by the director of Housing and Residence Life and/or the Director of the Office of Public Safety, or their designee, a room can be entered without notice when there is reasonable cause to believe a violation of University policy has occurred or is taking place, or to determine compliance with federal, state or local laws. The director of Housing and Residence Life, director of Public Safety, or their designees, shall determine the existence of “reasonable cause” prior to the room entry. Searches may be conducted in the absence of residents. During a search, the University may obtain evidence when there is reasonable cause to believe that a violation has occurred or is taking place. Housing and Residence Life staff will ask any residents present to sign Consent to Search form. Failure or refusal to sign the form will not prevent University personnel from conducting a search. On occasions when outside agencies (police, FBI, etc.) may need to search an apartment or room; Housing and Residence Life staff and Office of Public Safety staff are expected to cooperate.

Access: Access to apartments and residence hall rooms are granted only to the assigned residents of that location, or to University staff. Access will not be granted to resident’s friends, relatives, or other students by staff. The University of Southern Indiana
reserves the right to enter apartments or residence hall rooms for inspection, cleaning, or maintenance purposes at reasonable times. Commercial solicitation is prohibited. **Keys and/or Access Cards:** Apartments and residence hall students are given access to their respective residence either with a hard key or electronic computerized card system.

**Keys:** Residents are expected to carry their apartment keys with them at all times. Residents may not lend their apartment key to anyone. Lost keys will result in a re-core fee.

**Lock Outs:** It is the responsibility of the student to ensure that they carry their apartment/room key/card with them. If a student locks themselves out of their apartment/room, there will be no charge for the first time each semester. Beginning with the second and with each subsequent lockout, the student will be charged a fee for the service. A student who loses their key/card will not be charged for the lockout service, as the cost of a lost key/card will be assessed.

**Door Propping:** Students found propping open exterior doors in any housing facility may face contract termination as this is a security risk for the community. Violators may be sanctioned. Propped doors that are not attributed to an individual may be prorated among all residents of that building or wing.

**Visitation and Guests:** Guests are authorized to have access to housing apartments or residence halls. Residents are responsible for the behavior of their guests. Residents will be charged for any and all violations caused by their guests. Guests are prohibited from staying in the apartments or residence halls without the resident. These individuals will be asked to leave by the Office of Public Safety or Housing and Residence Life staff if found unescorted or unaccompanied in or around University housing property. Residents who leave guests unattended will be held judicially responsible.

The number of guests allowed is mandated by the State Fire Marshal’s Office - The maximum capacity of any two-bedroom apartment or residence hall suite is eight persons, including both residents and guests. A one-bedroom apartment or residence hall suite has a maximum capacity of four persons, including both residents and guests.

**Guest Registry:** Any guest staying in University housing must be of the same gender as the resident, and must be registered with Housing and Residence Life. Unregistered guests will

**Hours of visitation are as follows:**
- Sunday–Thursday: 8 a.m.–Midnight
- Friday and Saturday: 8 a.m.–2 p.m.

Guests may be registered by going to the Housing and Residence Life Web site at www.usi.edu/res.
be asked to leave University housing. Guests must be at least 16 years of age. Children under the age of 16 may not be left unattended in housing facilities, and babysitting is strictly prohibited in campus housing.

**Cohabitation**: Living or staying for any pattern of time in an apartment or suite without an official contract for that particular space will be considered cohabiting. Cohabitation is defined as a person staying in an apartment or suite for more than three consecutive nights, or other patterned behavior that is intended to allow an individual to stay beyond visitation hours. Non-registered guests can be considered as cohabitating. The resident who allows this situation to occur can be held accountable and charged with cohabiting under the USI Student Rights and Responsibilities: A Code of Student Behavior.

**Quiet and/or Courtesy Hours**: Residents and guests of the apartments and residence halls are expected to observe the established courtesy hours. Community residents and/or Housing and Residence Life staff reserve the right to ask people to observe courtesy hours at all times. Student equipment (stereos, televisions, musical instruments, alarms, etc.) that continues to be a noise problem will be confiscated by staff. Disposal of the property and potential fee may be imposed. Quiet hours are Sunday thru Thursday, 10pm – 8:00am, Friday thru Saturday, Midnight – 8:00am and 24-hour quiet hours begin the night before final exams are administered.

**Off-Campus Residences (registered student organizations)**: All residences are privately owned. Access to off-campus residences of registered student organizations is controlled by the housing corporation of that organization and the residents themselves.

**Fire Safety**
The University has developed a Fire Prevention Plan aimed at reducing the risk of fire-related incidents and injuries. The University's policies are based on the premise that most fires are preventable and all members of the University community have the responsibility to prevent fires. All faculty, staff and students should be aware of potential fire hazards related to a campus environment. The University community should also be knowledgeable of the emergency procedures that should be followed in the event of a fire.

The University has established fire safety programs for students living in our campus residence halls. The Office of Public Safety Residence Life, Physical Plant, Risk Management and Safety, and the Perry Township Fire Department work closely to educate the student residents about fire and safety to prevent and respond to fire emergencies and alarms. Fire evacuation plans have been developed for each residence hall and copies of these plans can be found on the inside of the door of each room.
The University also has specific fire safety programs that target Physical Plant employees and contractors working on our campus. Red Tag Permits are physical tags that are placed on equipment such as sprinklers and fire pumps to remind workers to return the equipment to service when repairs are completed. Hot work permits should be used by contractors, employees and students who work with torches and other hot sources.

Fire Statistics
In accordance with the Higher Education Opportunity Act of 2008, the University of Southern Indiana is providing fire safety information as part of the Annual Report. This information can be found in Appendix 5. Reports of fires and fire alarms are maintained in a database within the Office of Public Safety. Data includes the building name, address, time and date, the cause of the fire, any injuries or deaths, narrative describing the incident, and dollar values for damaged property.

DESCRIPTION OF STUDENT HOUSING FIRE SYSTEMS
Residence Halls
- A central fire alarm system with detectors throughout the building and in every sleeping room;
- Alarms are centrally monitored at the Office of Public Safety Dispatch Center;
- Automatic wet sprinklers are in each room;
- Pull stations are located in each hallway;
- Stovepipe in each resident hall;
- Fire extinguishers are located in each hallway and the common area of the residence halls;

Apartment Buildings
- A detector is located in each apartment which is connected to each building;
- Pull stations are located on the exterior of the apartments;
- Fire extinguishers are located in each apartment’s common area;

Fire Safety Policies and Procedures
The Perry Township Fire Department provides the Residence Life staff, Resident Advisors, Area Coordinators, Graduate Assistants, and Public Safety personnel with annual fire and safety instruction including; fire extinguisher usage, evacuation procedures, and general fire safety information. This includes train the trainer instruction so the Residence Life staff can conduct fire and safety training for all housing students.

For more information on Fire Safety procedures please visit: http://www.usi.edu/RiskMGT/FireSafety.as
Emergency response and evacuation procedures are tested bi-annually at the University. The University also participates in emergency preparedness discussions with other emergency management offices and a table top exercise at least once a year. These tests and exercises are designed to assess and evaluate the University’s emergency plans and capabilities. Documentation of the date, time, and description of each test, including whether it was announced or unannounced, is retained by the Office of Risk Management and Safety.

Housing residents participate in safety and fire programming once per semester. Fire drills are conducted twice a year in all apartment buildings and residence halls. The first drill is scheduled early in the fall semester and the second drill is conducted during the spring semester. The purpose of fire drills is to prepare building occupants for an organized evacuation in case of fire or other emergency. Fire drills are used as a way to educate and train occupants on fire safety issues specific to their building.

During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. This includes evacuation and rendezvous points. In addition, fire drills allow the University an opportunity to test the operation of fire alarm system components. Fire drills are monitored by Environmental Health and Safety, Office of Public Safety and Housing and Residence Life to evaluate egress and behavioral patterns. Reports are prepared by participating departments and recommendations are followed through to correct any 'identified deficiencies.'

**What to Do in Case of a Fire**

- When a fire alarm sounds, or when instructed to evacuate by staff, all residents are expected to vacate the building immediately.
- Know the location of fire extinguishers in your area and know how to use them. Training and information are available through the Physical Plant at 812-464-1729 or campus ext. 1729.
- Even for a minor fire that appears controllable, IMMEDIATELY contact the Office of Public Safety at Ext. 7777 - 812-492-7777 or activate the building alarms. Then, promptly direct the contents of the fire extinguisher toward the base of the flame.
- For fires that do not appear controllable, IMMEDIATELY sound the building alarms and evacuate the building.
- If possible, aid others to safety and close all doors to confine the fire and reduce oxygen. Do not lock doors.
- When the building evacuation alarm is sounded, or when told to leave by Public Safety Staff, walk quickly to the nearest marked exit and alert others to do the same.
- **ASSIST THE DISABLED IN EXITING THE BUILDING. DO NOT USE ELEVATORS DURING A FIRE.** Smoke is the greatest danger in a fire, so stay near the floor where the air will be more breathable.
- Once outside, move to an assigned clear area away from the affected building(s). Keep the streets and walkways clear for emergency vehicles and personnel. Stay with your group in the assigned area and await further instructions.
- An on-site command post may be set up near the emergency site. Keep clear of the on-site command post unless you have important information to report.
- DO NOT RETURN TO AN EVACUATED BUILDING unless directed to do so by emergency personnel. NOTE: If you become trapped in a building during a fire and a window is available, place an article of clothing (shirt, coat, etc.) outside the window as a marker for emergency personnel. If there is no window, stay near the floor where the air will be more breathable. Shout at regular intervals to alert emergency personnel of your location.

Fire Extinguisher Use

Elements of Fire

Before extinguishing a fire, it is important to understand the elements that make up a fire. In order for fire to occur, four elements must be present: oxygen, fuel, heat and a chemical chain reaction. This is represented by the Fire Tetrahedron. When any of the four elements are removed, the fire will go out. Fire extinguishers function by removing one of the four components of the Fire Tetrahedron.

Fire Ratings

Fire extinguishers are rated based upon the types of fires they are designed to put out. These ratings are identified on the label of the fire extinguisher. Care should be taken to ensure the extinguisher chosen to put out a fire is proper for the type of fire. Listed below are the four main types of ratings.
- Class A: Ordinary combustible materials, wood, paper, plastics and clothing
- Class B: Flammable liquids and gases
- Class C: Energized electrical equipment
- Class D: Combustible metals
- Chart: Types of fires and recommended fire extinguishers

Types of Fire Extinguishers: The University uses the following types of fire extinguishers:
- Water (Class A)
- Carbon dioxide (Class BC)
- Multipurpose dry chemical (Class ABC)
- Dry powder (Class D)

Using a Fire Extinguisher

- Follow the PASS procedure when operating any fire extinguisher:
  P: Pull the pin.
  A: Aim at the base of the fire.
  S: Squeeze the handle or lever.
  S: Sweep from side to side.
Rules for Extinguisher Usage
- Be trained in extinguisher use
- Use on small fires that are not spreading;
- Know what type of fuel is burning;
- Before extinguishing the fire, position yourself with the exit at your back;
- Do not attempt to extinguish the fire if you are in jeopardy or feel uncomfortable doing so.

Maintenance
- Missing or discharged fire extinguishers should be reported immediately to Emergency Minor Maintenance at campus 812-464-1700 or campus ext. 1700.

Apartment and Residence Hall Policies

Introduction: It is the mission of Housing and Residence Life to provide a high quality, affordable living environment for members of the USI community that is convenient, comfortable, culturally enriching, and conducive to academic success. As an integral part of USI’s educational efforts and support services, Housing and Residence Life is responsible for the formulation and enforcement of policies reflecting the University’s mission within the residence setting.

The success of the campus living experience depends upon our residents, and it is our hope that all students in housing will take an active role in determining that success. As such, it is expected that all residents will be responsible for their own activities, and the activities that occur within their assigned apartments/rooms.

Candles: Candles, lit or unlit, incense, etc., are prohibited in any Housing and Residence Life facility.

Cooking (Residence Halls): Cooking in rooms with an open flame or exposed element is prohibited. Electrical appliances such as electric skillets, woks, electric grills, George Foreman grills, hot pots, coffee makers without automatic shutoff feature, or other appliances that can be used to prepare raw foods are prohibited (With the exception of microwave ovens). Students will be asked to remove the appliance. If the item is not removed, the University will remove the appliance and store for 10 working days. A storage fee will be added to the student’s account. After 10 days, if the item has not been retrieved by the student, the item will be disposed.

To view all Housing and Residence Life Policies please visit: https://www.usi.edu/res/index.asp
Decorations: Residents are encouraged to decorate their residence hall suite or apartment, as this is considered a resident’s “home away from home.” However, residents are asked to be considerate of the community by adhering to the following guidelines for decorations:

Exterior Decorations: Exterior alterations or decorations are only permitted in University housing with the following stipulations:

- Sidewalk chalk, spirit foam, shoe polish, paints or other methods used for writing on the exterior of the buildings are prohibited.
- Large potted plants or trees are not permitted in front of apartments or residence hall suites.
- These obstacles inhibit quick access for police, fire, and emergency medical personnel.
- Clothing, bathmats, rugs, towels, or other items may not be hung over balconies, as this creates a “line of sight” problem for Public Safety and other University personnel.
- Apartment or suite numbers may not be blocked or covered by wreaths, door coverings, lights, or any other decorative element.
- Peepholes may not be covered.
- Fire protections and/or emergency equipment may not be covered or altered by exterior decorations.
- Lawn furniture is not to be left unattended in front of apartments or in hallways or stairwells.
- When not in use, all lawn furniture must be taken inside the apartment or suite.
- University furniture is not to be taken outside of the apartment or residence hall suite under any circumstances. If University furniture is found outside of the apartment or suite, you may be charged a fine and/or to replace the item(s).
- Bicycles must be stored in designated bicycle racks within University housing. Residents may not lock bicycles on the balcony or posts attached to the building, nor may they bring them into the hallways of the residence halls. The University is not responsible for stolen or damaged bicycles.
- Gas and/or charcoal grills are not permitted in University housing apartments or residence hall suites.
- Holiday or decorative lights may be used, with the following stipulations: Lights may not be strung under windows or doors. Only exterior outlets may be used for outside lights. Lights must be UL approved for outside usage, and the label denoting such use must remain on the light strand. Lights may not be strung across areas where people walk (sidewalks, balconies, stairwells, etc.).
- If the guidelines for exterior decorations are not followed, residents will be asked by staff to remove the decorations and may face disciplinary action.

Interior Decorations: Interior decorations are allowed in University housing units with the following stipulations:

- Interior decorations may not block air vents.
• Interior decorations may not cover fire protection or other emergency equipment.
• Decorations may not cover peepholes.
• Placement of live Christmas trees and/or other live greenery (excluding potted houseplants) in any part of housing is prohibited. Artificial trees are permitted inside an apartment or residence hall suite.
• Canned spray snow is not permitted on windows in housing.
• Window coverings must be the provided mini-blinds.
• Cloth curtains, solar film, or white poster board may be placed on the windows for additional light control. No cardboard, aluminum foil, cellophane, or other type of window covering is permitted on windows.
• Large nails, staples, screws, wall anchors, poster putty, or tape on walls or doors inside or outside the apartment are prohibited.
• Freestanding lofts may be built in the apartments or residence hall suites with the following guidelines: Lofts may not be attached to the ceilings or walls, they must be freestanding. The top of the mattress must be at least 24 inches from the ceiling to comply with fire codes. All wood surfaces must be treated with a fire retardant varnish. Lofts must be pre-constructed to ensure their stability, and brought in pieces to University housing to be assembled. No actual construction of a loft should occur in a housing facility, only the assembly of a pre-constructed loft. The University is not liable for damages or injury from lofts built by students. Improperly built lofts may result in disciplinary action and maintenance costs for removal.
• Removing mounted fixtures from walls or ceiling is prohibited.
• Private door locks on any exterior or interior doors are prohibited.
• Any renovations or changes to the apartment are prohibited.
• Dartboards are prohibited.
• Residents may not paint or wallpaper walls or ceilings in the apartments or residence hall suites.
• If these guidelines for interior decorations are not followed, residents will be asked by staff to remove the decorations and may face disciplinary action.

Emergency Protection Equipment: Tampering with emergency protection equipment, including but not limited to University fire protection equipment, evacuation route postings, emergency signs, weather radios, exit lights, fire extinguishers, smoke detectors, and alarm systems, is prohibited.

Grills: The use of personal grills in University housing is prohibited. Public grills are provided throughout housing for student use. Please use the grills in accordance with the following guidelines:
• Clean grills thoroughly before and after use. You may use aluminum foil on the grills, but foil must be removed after you are finished and discarded properly.
- Only Matchlight brand charcoal may be used with the grills and stored in apartments or suites.
- Used coals must be placed in the coal disposal bucket located next to every grill.
- Trash must be removed from the grill area and disposed of properly.
- Paper trash must be thrown away in garbage cans and not the coal disposal bucket.

**Halogen Lights:** Halogen lights are prohibited in any housing and residence life facility.

**Health and Safety Inspection:** Apartment and residence hall rooms may be entered during Thanksgiving and semester and spring breaks to assure that all health and safety requirements are met. During the academic year, health and safety inspections will be conducted by Housing and Residence Life staff (no more than once per month). In these cases, 24-hour notice will be given to residents that staff will be entering their apartment or residence hall suite to conduct the inspection.

Up to three times per semester, Housing and Residence Life staff will enter the apartments to check safety equipment (fire extinguishers, weather radios, smoke detectors, etc.) in the apartments and residence halls. Staff will also check to ensure that all appliances are working correctly. Housing and Residence Life will provide students with at least 24 hours notice prior to these inspections.

**Maintenance:** Maintenance staff will enter apartments and residence hall rooms in the absence of residents in order to carry out any essential repairs, routine maintenance, and to respond to any emergencies.

**Tobacco Free Campus:** It is the policy of the University of Southern Indiana to promote and maintain a clean, healthy working and learning environment for students, faculty, staff and visitors. The University expects the cooperation and commitment of all students, faculty, staff and visitors in maintaining a smoke-free environment and an environment free from smokeless tobacco waste. Effective July 1, 2011, the University of Southern Indiana prohibits smoking or the use of tobacco or tobacco products on or in university-owned, operated or leased property or vehicles. To view the entire USI tobacco policy visit [http://www.usi.edu/tobaccofree](http://www.usi.edu/tobaccofree)

**Campus Fire Safety Act**
The Campus Fire Safety Right-to-Know Act is now included as part of the reauthorization of the Higher Education Opportunity Act (HEOA) of 2008. This allows future and present University of Southern Indiana parents and students to access fire and safety information about:

- On-campus student housing fire protection systems
- Number of campus fires and causes for each fire
- Number of injuries and deaths related to a fire
• Total amount of property loss caused by a fire
• Number of mandatory supervised fire drills
• On-campus student housing policies and rules for portable electrical appliances, smoking, open flames, and evacuation procedures
• Fire safety education and training programs provided to students, faculty, and staff

Fire safety Improvements and Upgrades:
The University reviews the fire systems and will make upgrades, repairs or revisions when problems are identified. The University of Southern Indiana fire safety statistics and policies can be accessed on the Web at www.usi.edu/security, http://campusfiresafety.org/campus-fire-data or by contacting the Office of Public Safety at 812-464-1845.

Explanation of How Statistics Are Compiled
The statistics contained with this report include crimes or incidents reported directly to the Office of Public Safety and information provided by local law enforcement agencies. In preparation for the annual reporting, persons within the Office of the Dean of Students, Housing and Residence Life Office and Campus Security Authorities are surveyed for knowledge of crimes and incidents that may have not been reported to the Office of Public Safety. Crimes or incidents that occurred in student housing, residence hall or apartments, are reported both in the “University” and “Residence” category. Thus, “Residence” is a subset of “University“. The three year presentation permits the reader the ability to compare crimes committed in the same locales. The definition of each crime can be found in Appendix 1 and may differ from the definition of comparable crimes under Indiana’s Penal Code.
Appendix 1

Definitions of Reportable Crimes

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)

**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.

**Burglary:** The unlawful entry of a structure to commit a felony or theft. For reporting purposes this definition includes unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

**Drug Abuse Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will; or, not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**Forcible Rape:** The carnal knowledge of a person, forcibly and/or against that person’s will; or, not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

**Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person’s will; or, not forcibly against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

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

**Liquor Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; and all attempts to commit any. (Does not include driving under the influence or drunkenness violations.)

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.)

**Murder and Non-negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.
Negligent Manslaughter: The killing of another person through gross negligence.

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.

Sex Offenses—Forcible: Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent.

Sex Offenses—Non-forcible: Unlawful, non-forcible or sexual intercourse.

Sexual Assault with an Object: The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; illegal aliens with deadly weapons; and all attempts to commit any of the aforementioned acts.

Additional Clery Act Hate Crimes Definitions

In addition to any of the crimes above, the following acts are now reportable as Hate Crimes under the Clery Act, when motivated by prejudice on account of race, gender, religion, sexual orientation, ethnicity, or disability.
University of Southern Indiana Incident Statistics

<table>
<thead>
<tr>
<th>2011 Criminal Offenses</th>
<th>ON CAMPUS</th>
<th>ON CAMPUS (Total)</th>
<th>NON CAMPUS</th>
<th>PUBLIC PROPERTY</th>
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<td>Student Housing</td>
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</table>

**ARRESTS**

| Drug Related Violations: 18 |
| Liquor Law Violations: 52 |
| Weapons Possession: 0 |

**REFERRALS FOR UNIVERSITY DISCIPLINE**

| Drug Related Violations: 30 |
| Liquor Law Violations: 310 |
| Weapons Possession: 1 |

In addition, there were 163 other crimes reported. (A statistical breakdown is on file in the Office of Public Safety.)

* Incident qualified as a “hate crime.”
### University of Southern Indiana Incident Statistics

#### 2010 Criminal Offenses

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<th>2010 Criminal Offenses</th>
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</table>

#### ARRESTS

| Drug Related Violations: 19 |
| Liquor Law Violations: 59  |
| Weapons Possession: 0      |

#### REFERRALS FOR UNIVERSITY DISCIPLINE

| Drug Related Violations: 28 |
| Liquor Law Violations: 152  |
| Weapons Possession: 0       |

In addition, there were 158 misdemeanor incidents reported. (A statistical breakdown is on file in the Office of Public Safety.)

* One of these incidents qualified as “hate crimes.”
### University of Southern Indiana Incident Statistics

#### 2009 Criminal Offenses

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#### ARRESTS

- Drug related Violations: 15
- Liquor Law Violations: 23
- Weapons Possession: 0

#### REFERRALS FOR UNIVERSITY DISCIPLINE

- Drug Related Violations: 35
- Liquor Law Violations: 278
- Weapons Possession: 0

In addition, there were 170 misdemeanor incidents reported. (A statistical breakdown is on file in the Office of Safety and Security.)

* One of these incidents qualified as “hate crimes.”
## Description of Student Housing Fire Detection Suppression Systems

<table>
<thead>
<tr>
<th>Student Housing</th>
<th>Building Fire Alarm</th>
<th>Room Detection</th>
<th>IFA1</th>
<th>Central Monitor2</th>
<th>Sprinkler</th>
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Description of Student Housing Fire Detection Suppression Systems

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1. IFA – Internal Fire Alarm. The alarm sounds at the buildings.
2. Central Monitor. The residence halls’ alarms activate fire panels which are monitored at the Public Safety Dispatch Office.
3. Fire drills. Drills are conducted at a minimum of once per semester.
Appendix 4

Fire Safety Definitions

**Cause of fire:** The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

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

**Fire Drill:** A supervised practice of a mandatory evacuation of a building for a fire.

**Fire-related Injury:** Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.

**Fire-related Death:** Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire, or who dies within one year of injuries sustained as a result of the fire.

**Fire Safety System:** Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire, including:
- Sprinkler 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
- Fire doors and walls that reduce the spread of a fire

**Value of Property Damage:** The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including:
- Contents damaged by fire
- Related damage caused by smoke water and overhaul
- Does not include indirect loss, such as business interruption
## Appendix 5
### 2011 Student Housing Fires

<table>
<thead>
<tr>
<th>Student Housing</th>
<th>Date of Fire</th>
<th>Time of Fire</th>
<th>Cause of Fire</th>
<th>No. of Injuries</th>
<th>No. of Deaths</th>
<th>Value of Property Damage</th>
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<tr>
<td>Calendar Year 2011</td>
<td>02-20-11</td>
<td>11:55 pm</td>
<td>Electrical fire (washing machine)</td>
<td>None</td>
<td>None</td>
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<td>O’Bannon Hall 1720 Rochelle Lane 3rd floor laundry</td>
<td>03-26-11</td>
<td>5:05 pm</td>
<td>Burned food in oven</td>
<td>None</td>
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<td>Bigger Building 8084 A O’Daniel Lane</td>
<td>04-22-11</td>
<td>2:21 am</td>
<td>Cloth and metal frame on fire</td>
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<td>Varsity Drive (in middle of roadway)</td>
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<td>2:14 am</td>
<td>Christmas tree charred</td>
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<td>Saletta Building 924 B Mahrenholz</td>
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<td>Book set on fire</td>
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<td>Varsity Drive (in middle of roadway)</td>
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## 2010 Student Housing Fires

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<td>Oven door seal on fire</td>
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## 2009 Student Housing Fires

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<td>09-07-09</td>
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<td>Jackson Building 827 A Jarrett Lane</td>
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