

University of Michigan
Campus Safety
2007-2008

Handbook





1239 KIPKE DRIVE
ANN ARBOR, MI 48109-2036
734 763-3434 FAX: 734 763-2939

September 2007

Dear Campus Community Member:

While public safety is everyone’s responsibility, the Department of Public Safety has adopted an operational philosophy called Team Community Oriented Policing. With this philosophy, we are committed to establishing a partnership with the community to address safety concerns, reduce crime and improve quality-of-life issues.

This report is part of our on-going effort to inform you of the safety programs and services available to you, the crimes that are reported to our police and security personnel, and the steps you can take to maintain a safe and secure campus. It also is provided as our compliance document as called for under the Crime Awareness and Campus Security Act of 1990, and subsequent amendments that led to its being renamed the Jeanne Clery Act in 1998.

We in the Department of Public Safety take the commission of crimes against our students, faculty, staff and visitors very personally, and aggressively investigate reported crimes. Prevention, however, is the best cure. We all need to make it clear that our persons and property are secure and protected by a responsible, vigilant and caring population of involved people who report suspicious and unlawful behavior immediately to their Department of Public Safety. Please do your part by getting involved. It will help us all.

Sincerely,

William R. Bess
William R. Bess
Director

Cut out this card and put it in your wallet for emergency reference.

Other Important Numbers	
University operator	(734) 764-1817
Campus Information Centers	(734) 764-INFO (4636)
15 th District Court	(734) 222-3393
City parking referee	(734) 222-3380
Sexual Assault Prevention & Awareness Center	(734) 936-3333

FOLD

U-M Emergency Telephone Numbers

All Emergencies (Fire, Medical, or Police)	Dial 911
Blue Light Emergency phones: (Automatic connection to U-M Dept. of Public Safety)	lift receiver or push button
Carport Emergency phones: (Automatic connection to U-M Dept. of Public Safety)	lift receiver

University phones connect with the U-M Department of Public Safety (DPS). Non-University phones connect with the Ann Arbor Police Department or the Washtenaw County Sheriff's Department.

To Report a Crime or Bias Incident – 24/7

All Emergencies **Call 911**
Non-Emergencies
On Campus – DPS (734) 763-1131
DPS Administration (734) 763-3434
Off Campus – AAPD (734) 994-2875
U-M Anonymous Tip Line (800) 863-1355
Bias Incident (734) 615-BIAS (2427)
Or www.urespect.umich.edu
DPS website – www.umich.edu/~safety

Emergency Transportation

SAFEWALK (734) 763-WALK (9255)
Emergency Ride Home (734) 763-1131
Night Ride / AATA (734) 528-5432
Ride Home – Request rides at Shapiro Library, Duderstadt Center
or Mott Children's Hospital

FOLD

This handbook is intended to be used by University of Michigan students, staff, faculty and visitors. It provides useful information and references for issues relating to campus safety. It is organized into four major sections:

- the **Quick Reference** section lists Emergency Services and provides numbers for safety, security, and medical; counseling; health, mental health, substance abuse; transportation; and U of M resources;
- the **Campus Safety** section details safety on campus, offers some crime prevention tips, and describes services available on- and off-campus;
- the **University Policies and State Laws** section provides details of University and State of Michigan rules, regulations and laws regarding safety issues such as sexual assault, harassment, stalking, alcohol, drugs, fire setting, false alarms, weapons possession, access control and sex offender registry.
- the **Safety and Health-Related Resources, Counseling and Support Services, and University Programs** section describes police agencies, on-campus support services, off-campus support services, and University programs that address issues of safety, health, mental health, discrimination, conflict and conflict resolution.

This Campus Safety Handbook, which is compiled and published by the Department of Public Safety, defines types of crimes which may occur, suggests safety tips to help ensure one's safety and the safety of one's belongings, and identifies related safety programs and resources in an effort to promote a safe and secure environment. Safety is ultimately the responsibility of the individual and his or her cooperation is essential to improve security for everyone.

This Handbook is compiled by the Department of Public Safety and is published each year by October 1 to meet the requirement of the Crime Awareness and Campus Security Act of 1990 to publish an Annual Security Report. DPS works with many other departments on campus, such as the Dean of Students Office, the Office of Student Conflict Resolution, Division of Student Affairs and the U-M Health System, as well as other agencies off campus, including law enforcement agencies and emergency service providers, to compile this information.

Additional copies of the Campus Safety Handbook can be obtained by calling 734-763-3434. The official crime statistics section (complete with status updates after Aug. 1, 2007) can be viewed at www.umich.edu/~safety.

Table of Contents

I. QUICK REFERENCE

- Safety, Security, Medical Services..... 6
- Counseling 6
- Health, Mental Health, Substance Abuse 6
- Transportation 7
- UM Resources 7

2. CAMPUS SAFETY

CRIME ON CAMPUS.....8-11

- Crime Statistics..... 8-9
- Definitions 10-11

SAFETY ON CAMPUS 12-19

- Sexual Assault Prevention and Awareness 12
 - Recommended Actions Following an Assault..... 12
 - Acquaintance Rape 12
- Domestic Violence..... 12
- Indecent Exposure 12
- Safety Tips..... 12
 - Protection Against Sexual Assault 12
 - Preventing Acquaintance Rape..... 12
- Stalking..... 13
- Hate Crime 13
- Reporting Bias Incidents 13
- Safety Tips..... 13
 - Domestic Violence..... 13
 - Indecent Exposure 13
 - Stalking..... 13
- Reporting Crime..... 14
- Timely Warnings..... 14
- Workplace Violence and Threats 14
- Safe Transportation After Dark 15
 - S.A.F.E.WALK 15
 - MRide 15
 - Paratransit..... 15
 - Emergency Ride Home 15
 - State Street Ride 15
 - Night Ride..... 15
 - Ride Home 15
- Blue Light Emergency Phones (maps) 16-17

- Safety and Crime Prevention Tips..... 18-19
 - ATM Safety 18
 - Bicycle Safety 18
 - Driving and Vehicle Safety 18
 - Fire Safety 18
 - Home Safety..... 18
 - Office, Classroom, or Laboratory Safety 19
 - Outdoor Safety 19
 - Robbery..... 19
 - Suspicious Activity..... 19
 - Computer and Identity Information..... 19
- Medical Aid..... 20
- Medical Emergencies..... 20-21
 - UM Health System Emergency Room..... 20
 - UM Psychiatric Emergency Service 20
 - University Health Service 20
 - Handling Alcohol Emergencies..... 21
 - Handling Hazardous Material Emergencies..... 21

3. UNIVERSITY POLICIES AND STATE LAWS

UNIVERSITY POLICIES.....22-26

- University Sexual Assault Policy 22-23
 - Introduction..... 22
 - Reporting Options and Procedures 22
 - Medical Services 23
 - Statistical Reporting 23
 - University Counseling and Educational Services 23
- Alcohol and Other Drugs Prevention Program and Policy 24-25
 - Health Risks 24
 - Counseling and Treatment Programs..... 24
 - University Sanctions..... 25
 - External Sanctions 25
 - Employee Reporting Requirement 25
 - Distribution of Policy..... 25
- Access Control 26
 - Residence Hall Access Control 26

UNIVERSITY REGULATIONS.....26-27

- Fire Setting and False Fire Alarms 26
- Weapons 27

STATE LAWS27

- State of Michigan Stalking Laws..... 27
- Sex Offender Registry 27

4. SAFETY AND HEALTH-RELATED RESOURCES, COUNSELING AND SUPPORT SERVICES, AND UNIVERSITY PROGRAMS

SAFETY AND HEALTH-RELATED

RESOURCES 28-30

- Police Agencies 28-29
 - University Department of Public Safety 28
 - Ann Arbor Police Department 29
- Ann Arbor Fire Department 30
- Occupational Safety and Environmental Health 30

ON-CAMPUS SUPPORT SERVICES 31-33

- Counseling and Psychological Services (CAPS) 31
- UMHS Employee Assistance Program (EAP) 31
- Faculty and Staff Assistance Program (FASAP) 31
- IT User Advocate 31
- IT Security Services (ITSS) 32
- Office of Lesbian Gay Bisexual and Transgender Affairs 32
- Mediation Services for Faculty & Staff (MSFS) 32
- Office of the Ombuds 32
- Sexual Assault Prevention and Awareness Center (SAPAC) 33
- Student Conflict Resolution 33

OFF-CAMPUS SUPPORT SERVICES 33

- Domestic Violence Project/SAFE House 33
- SOS Community Services 33

UNIVERSITY PROGRAMS 34-36

- Office of Institutional Equity 34
 - Multi-Ethnic Student Affairs (MESA)
(William Monroe Trotter Multicultural Center) 34
 - Department of Public Safety Oversight Committee 35
 - Risk Management Services 35
 - Campus Safety and Security Advisory Committee (CSSAC) 35
 - Work~Connections 36
-

1. Quick Reference

Safety, Security, Medical

U of M Department of Public Safety
24 hrs/day, 7 days/wk (on-campus)
Emergency 9-1-1
Non-emergency (734) 763-1131

U of M Fire Marshal (734) 763-3434

Ann Arbor Fire Department
Emergency 9-1-1
Non-emergency (734) 994-2772

Ann Arbor Police Department (off-campus)
24 hrs/day, 7 days/wk
Emergency 9-1-1
Non-emergency (734) 994-2911
Police Desk (734) 994-2875
Crime & Drug Tip Line (734) 996-3199
Neighborhood Watch &
Crime prevention (734) 994-8775

Huron Valley Ambulance
24 hrs/day, 7 days/wk (734) 994-4111

St. Joseph Mercy Hospital Emergency
24 hrs/day, 7 days/wk (734) 712-3000

University of Michigan Hospital
24 hrs/day, 7 days/wk (734) 936-4000

U of M Department of
Occupational Safety and
Environmental Health
7:30 am - 4:30 pm, M - F (734) 647-1143
After hours emergency through
Department of Public Safety

Counseling

Counseling and Psychological Services
8 am - 5 pm, M - F (734) 764-8312
Fall and Winter: 8 am - 8 pm, Tu

Domestic Violence Project / Safe House
Center
8 am - 5 pm, M - F (office) (734) 973-0242
24 hrs/day (help line) 995-5444

UMHS Employee Assistance Program
Appts. 8 am - 5 pm, M - F (734) 763-5409
Counselors available 24 hrs/day, 7 days/wk

Faculty and Staff Assistance Program
8 am - 6 pm, M (734) 936-8660
8 am - 5 pm, Tu - F

Lesbian Gay Bisexual Transgender Office
9 am - 5 pm, M - F (734) 763-4186

National Domestic Violence Hotline
24 hrs/day, 7 days/wk 1-800-799-7233
TDD # 1-800-787-3224

Sexual Assault Prevention and Awareness
Center (SAPAC)
24 hrs/day, 7 days/wk
Crisis line (734) 936-3333
8 am - 5 pm, M - F (734) 998-9368

S.O.S. Community Services
Business Office (734) 485-8730
9 am - 5 pm, M - F

Health, Mental Health, Substance Abuse

Alcohol and Drug Information
24 hrs/day, 7 days/wk 1-800-729-6686

University Health Service
General Information (734) 764-8320
Nurse Advice Line (734) 763-4511
After-hours (urgent advice) (734) 662-5674
www.uhs.umich.edu
8 am - 5:30 pm M, T, W
9 am - 5:30 pm Th
8 am - 4:30 pm F
9 am - noon Sat
Hours are reduced during spring/summer
terms, semester breaks and holidays.
Department hours may vary from UHS
building hours.

National Center on Drug Abuse Hotline
24 hrs/day, 7 days/wk 1-800-662-HELP

University of Michigan Hospital
Psychiatric Emergency Hotline
24 hrs/day, 7 days/wk (734) 996-4747
Emergency Medical Services
24 hrs/day, 7 days/wk (734) 936-6666

U of M Addiction Treatment Services
8 am - 8:30 pm, M - Th (734) 232-0600
8 am - 5 pm, F

Transportation

Night Ride (taxi service)
10:30 pm - 6 am, M - Th (734) 528-5432
10:30 pm - 7 am, F
7 pm - 7 am, Sat
7 pm - 6 am, Sun

S.A.F.E.WALK 763-WALK
24 hrs/day, 7 days/wk 763-9255

U of M Resources

Office of Academic and
Multi-Cultural Initiatives
8 am - 5 pm, M - F (734) 936-1055

Anonymous Tip Line (800) 863-1355

Center for the Education of Women
8 am - 7 pm, M (734) 764-6005
8 am - 5 pm, Tu - F

Commission for Women (734) 764-0519

Office for Institutional Equity
8 am - 5 pm, M - F (734) 763-0235
After hours by appointment only

Mediation Services for Faculty & Staff
8 am - 5 pm, M - F (734) 615-4789

Other appointments available

Multi-Ethnic Student Affairs
(William Monroe Trotter Multicultural Center)
8 am - 5 pm, M - F (734) 763-9044

Office of the Ombuds
8 am - 5 pm, M - F (734) 763-3545

Risk Management Services
8 am - 5 pm, M - F (734) 764-2200

Office of Student Conflict Resolution
8 am - 5 pm, M - F (734) 936-6308
Call for an appointment or stop by the office

Work~Connections
Office (734) 615-0643
Toll Free (877) 869-5266
8 am - 5 pm, M - F

Emergency Services

**Fire
Police
or Medical
Emergencies**

Dial 9-1-1

or pick up a **blue light emergency** campus phone or a **carport emergency** phone located in University-owned parking structures. There is no need to dial; simply **lifting the receiver or pushing the button** alerts the Department of Public Safety.

Dialing 911 from a **University phone**, you will be connected with: **The Department of Public Safety.**

Dialing 911 from a **non-University phone**, you will be connected with: **The Ann Arbor Police Department or Washtenaw County Sheriff's Department.**

All students, faculty, and staff are encouraged to promptly and accurately report all suspicious activity to the Department of Public Safety and/or other appropriate authority.

2. Campus Safety

CRIME ON CAMPUS

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the DPS will compile and publish crime statistics for the campus, unobstructed public areas immediately adjacent to or running through the campus, and certain non-campus facilities including Greek housing and remote classrooms. The statistics will be

gathered from reports made to the Department of Public Safety, the Ann Arbor Police Department, and other law enforcement agencies where University facilities used for educational purposes are located.

Residential Facilities[†]: These statistics are included in the On-Campus statistics; they include only incidents which occurred in residence halls and family housing.

2006

Offense	On-Campus Property			Non-Campus Property			Public Property			On-Campus Residence Halls [†]			Location Unknown
	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to Non-Police
Murder/Non-negligent Manslaughter	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Forcible Rape	2	0	1	N/A	1	1	N/A	1	1	0	0	0	0
Forcible Sodomy	1	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Sexual Assault With An Object	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Forcible Fondling	7	0	0	N/A	0	0	N/A	1	0	0	0	0	0
Incest	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Statutory Rape	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Robbery	7	0	0	N/A	2	0	N/A	7	0	0	0	0	0
Aggravated Assault	12	0	2	N/A	1	0	N/A	3	1	0	0	0	0
Arson	8	0	0	N/A	2	0	N/A	0	0	0	0	0	0
Burglary	45	0	3	N/A	25	0	N/A	0	0	0	0	0	0
Motor Vehicle Theft	13	0	0	N/A	3	0	N/A	2	0	0	0	0	0
Liquor Law Arrest/Citations	616	0	N/A	N/A	49	N/A	N/A	75	N/A	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	N/A	930	N/A	N/A	29	N/A	N/A	0	0	0	0	0
Drug Law Arrests	66	0	N/A	N/A	1	N/A	N/A	6	N/A	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	N/A	92	N/A	N/A	0	N/A	N/A	0	0	0	0	0
Weapon Law Arrests	4	0	N/A	N/A	1	N/A	N/A	0	N/A	0	0	0	0
Weapon Law Violations Referred for Disciplinary Action	0	N/A	0	N/A	N/A	0	N/A	N/A	0	0	0	0	0

2005

Offense	On-Campus Property			Non-Campus Property			Public Property			On-Campus Residence Halls [†]			Location Unknown
	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to Non-Police
Murder/Non-negligent Manslaughter	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Forcible Rape	2	0	12	N/A	3	2	N/A	0	0	0	0	0	44
Forcible Sodomy	1	0	0	N/A	0	0	N/A	0	0	0	0	0	1
Sexual Assault With An Object	0	0	0	N/A	1	0	N/A	0	0	0	0	0	0
Forcible Fondling	8	0	1	N/A	0	0	N/A	0	0	0	0	0	3
Incest	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Statutory Rape	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Robbery	6	0	0	N/A	1	0	N/A	5	0	0	0	0	0
Aggravated Assault	10	0	2	N/A	1	3	N/A	3	0	0	0	0	0
Arson	11	0	0	N/A	2	0	N/A	0	0	0	0	0	0
Burglary	46	0	5	N/A	27	0	N/A	0	0	0	0	0	0
Motor Vehicle Theft	12	0	0	N/A	3	0	N/A	1	0	0	0	0	0
Liquor Law Arrest/Citations	489	0	N/A	N/A	21	N/A	N/A	47	N/A	0	0	0	N/A
Liquor Law Violations Referred for Disciplinary Action	0	N/A	352	N/A	N/A	9	N/A	N/A	0	0	0	0	0
Drug Law Arrests	85	0	N/A	N/A	0	N/A	N/A	3	N/A	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	0	N/A	24	N/A	N/A	0	N/A	N/A	0	0	0	0	0
Weapon Law Arrests	3	0	N/A	N/A	1	N/A	N/A	0	N/A	0	0	0	N/A
Weapon Law Violations Referred for Disciplinary Action	0	N/A	0	N/A	N/A	0	N/A	N/A	0	0	0	0	0

2004

Offense	On-Campus Property			Non-Campus Property			Public Property			On-Campus Residence Halls [†]			Location Unknown
	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to Non-Police
Murder/Non-negligent Manslaughter	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Forcible Rape	3	0	11	N/A	1	31	N/A	0	0	0	0	0	15
Forcible Sodomy	1	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Sexual Assault With An Object	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Forcible Fondling	8	0	2	N/A	0	2	N/A	1	0	0	0	0	0
Incest	0	0	0	N/A	0	0	N/A	0	0	0	0	0	1
Statutory Rape	0	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Robbery	4	0	0	N/A	1	0	N/A	3	0	0	0	0	0
Aggravated Assault	16	0	0	N/A	3	0	N/A	7	0	0	0	0	0
Arson	6	0	0	N/A	0	0	N/A	0	0	0	0	0	0
Burglary	25	0	0	N/A	33	0	N/A	0	0	0	0	0	0
Motor Vehicle Theft	9	0	0	N/A	4	0	N/A	4	0	0	0	0	0
Liquor Law Arrest/Citations	547	0	N/A	N/A	35	N/A	N/A	156	N/A	0	0	0	N/A
Liquor Law Violations Referred for Disciplinary Action	0	N/A	157	N/A	N/A	0	N/A	N/A	0	0	0	0	4
Drug Law Arrests	71	0	N/A	N/A	4	N/A	N/A	22	N/A	0	0	0	N/A
Drug Law Violations Referred for Disciplinary Action	0	N/A	0	N/A	N/A	0	N/A	N/A	0	0	0	0	0
Weapon Law Arrests	3	0	N/A	N/A	0	N/A	N/A	0	N/A	0	0	0	N/A
Weapon Law Violations Referred for Disciplinary Action	0	N/A	0	N/A	N/A	0	N/A	N/A	0	0	0	0	0

The following crimes that manifest evidence of prejudice based on race, religion, sexual orientation, gender, disability or ethnicity were reported the past three years:

- one report in 2004 of simple assault on campus in a residence hall with race prejudice
- one report in 2005 of aggravated assault off campus with religion prejudice

See pages 10-11 for definitions.

See pages 16-17 for “On-Campus Property” locations.

Hate or Bias-motivated Incidents Reported To U-M’s Office of Lesbian Gay Bisexual and Transgender Affairs

Type of Incident	2004	2005	2006	Definition
Assault	0	0	3	An intentional act, verbal or physical, that can be described as creating fear of physical harm (i.e., abusive or violent and/or threatening to an individual, such as the use of epithets and other offensive name-calling or threats).
Battery	0	0	0	An intentional and unwanted act of physical contact.
Vandalism	7	3	0	The destruction or alteration of property (individual, public or communal).
Harassment	2	10	2	Unwanted negative attention perceived as intimidating, demeaning or bothersome to an individual.
Discrimination	2	1	12	An act of prejudice committed against an individual because of that person’s perceived or real sexual orientation or gender identity.

Reports made to U-M’s Sexual Assault Prevention And Awareness Center (SAPAC)

Offense	2004	2005	2006
Sexual Assault	57	61	65
Dating/Domestic Violence	17	n/a	16
Stalking	13	n/a	11
Sexual Harassment	n/a	n/a	11

Larcenies On Campus

Offense	2004	2005	2006
Theft from a Building	721	720	659
Theft from a Coin-Operated Machine	9	4	5
Theft from a Motor Vehicle	99	96	76
Theft of Motor Vehicle Parts or Accessories	14	9	21
All Other Larcenies	109	102	96
TOTALS	952	931	857

Definitions

Aggravated Assault - An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. This also includes assault with disease (as in cases when the offender is aware that he/she is infected with a deadly disease and deliberately attempts to inflict the disease by biting, spitting, etc).

Arson - To unlawfully and intentionally damage, or attempt to damage, any real or personal property by fire or incendiary device.

Bias - A preformed negative opinion or attitude toward a group of persons based on their race, religion, disability, sexual orientation, or ethnicity/national origin.

Bias Crime - A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias against a race, religion, disability, sexual orientation, or ethnicity/national origin; also known as Hate Crime.

Note: Even if the offender was mistaken in his/her perception that the victim was a member of the group he or she was acting against, the offense is still a bias crime because the offender was motivated by bias against the group.

Burglary - The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Disability Bias - A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments or challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

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, methadones); and dangerous non-narcotic drugs (barbituates, benzedrine).

Ethnicity/National Origin Bias - A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions, e.g., Arabs, Hispanics.

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 or physical incapacity.

Forcible Rape (Except "Statutory 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.

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

Hate Crime - see Bias Crime.

Hate Group - An organization whose primary purpose is to promote animosity, hostility, and malice against persons belonging to a race, religion, disability, sexual orientation, ethnicity or national origin which differs from that of the members of the organization, e.g., the Ku Klux Klan, American Nazi Party.

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

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

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; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Motor Vehicle Theft - The theft of a motor vehicle.

Note: A "motor vehicle" is a self-propelled vehicle that runs on the surface of land and not on rails, and which includes automobiles, buses, recreational vehicles, trucks, motorcycles, motor scooters, trail bikes, mopeds, snowmobiles and golf carts.

Murder and Non-negligent Manslaughter - The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter - The killing of another person through negligence.

Racial Bias - A preformed negative opinion or attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features; etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, Blacks, Whites.

Religious Bias - A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, Atheists.

Robbery - The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

Sexual Assault With An Object - To use 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.

Sexual-Orientation Bias - A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex, e.g., gays, lesbians, heterosexuals.

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; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Definitions from the Department of Justice, except the violations definitions which are from the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.*

The University of Michigan community is made up of tens of thousands of people. Moreover, its property in the City of Ann Arbor covers more than 2,000 acres and includes hundreds of buildings. By the very nature of its size and composition, the University of Michigan community and environs are susceptible to crime.

The Department of Public Safety has been making efforts to monitor and record, through the Ann Arbor Police Department, criminal activity at off-campus student organizations that are recognized by the University, including those student organizations with off-campus housing facilities.

Crime statistics are available by contacting DPS at (734) 763-3434
1239 Kipke Dr.
Ann Arbor, MI 48109-2036

The official Annual Security Report (complete with supporting information relative to crime status updates after Aug. 1, 2007) can be viewed at www.umich.edu/~safety.

SAFETY ON CAMPUS

Sexual Assault Prevention and Awareness

Recommended Actions Following an Assault

- Take the survivor to a safe place. Find out if he/she has physical injuries.
- Call SAPAC at (734) 936-3333. The SAPAC counselor can tell you how best to assist the survivor.
- If the assault took place on campus, ask the survivor if he/she wants to report the assault to the Department of Public Safety.
- If the assault occurred off campus, call the Ann Arbor Police Department.
- Let the survivor know there are resources he/she can utilize. See section on “Safety Related Counseling Resources.”
- Survivors and those assisting them are advised that it may be very important to promptly seek assistance in preserving evidence which may be necessary to the proof of criminal sexual conduct.
- Be respectful of the survivor’s privacy. Let her/him decide who to tell and how much to tell them.
- Reinforce for the survivor that the assault was not their fault.

Acquaintance Rape

On college campuses, the most prevalent type of sexual assault is acquaintance rape. In acquaintance rape, the attacker can be a friend, relative, spouse, lover, neighbor, co-worker, employer, employee, etc. It is not unusual for acquaintance rape to include physical force, with or without a weapon.

Domestic Violence

According to the Domestic Violence Project, Inc., domestic violence is a pattern of coercive control that one person exercises over another. Abusers use physical and sexual violence, threats, emotional and psychological abuse, and economic deprivation to control their partners and get their way. People who are living together, having sex, or dating can be in violent relationships, not just married people. Domestic assault refers to the types of abuse which are crimes. Hitting, choking, shoving, slapping, biting, burning, and kicking someone is a crime, as is forcing someone to have sex. Domestic assault is against the law.

Safety Tips

PROTECTION AGAINST SEXUAL ASSAULT

The keys to personal safety are awareness and assertiveness. The Sexual Assault Prevention and Awareness Center (SAPAC) offers the following information concerning protection against sexual assault.

- Look assertive, confident, and aware of your surroundings.
- Trust your intuition. If a particular situation makes you feel uncomfortable or unsafe, choose an alternative. Don’t be afraid to ask for help.
- Keep keys accessible and wear comfortable clothing for added safety and defense.
- Turn around and confront someone you think is following you — the surprise of a hostile look will deter most assailants. Remember, their greatest advantage is the element of surprise.
- In attempted sexual assaults, approximately 50% of the women escape if they yell, and up to 85% escape if they physically resist quickly and vigorously.
- Know vulnerable targets of the assailant:
 - eyes, nose, throat,
 - stomach, kneecaps,
 - and groin.

Safety Tips

PREVENTING ACQUAINTANCE RAPE

- Be honest; communicate what you want honestly and respectfully.
- Be aware of what is taking place around you.
- Trust your instincts, stand up for yourself, and be willing to “make a scene.”
- Support your friends, do not pressure them when they are unsure about a situation.
- It is never okay to force yourself on any individual.
- Be aware that “force” can be emotional coercion and intimidation as well as physical force.
- Remember — “No” means NO!

Indecent Exposure

Indecent exposure is a form of sexual exploitation and is an offense more serious than most people realize. Often the assailant is someone who does this repeatedly in the same location. The assailant usually does not physically attack the victim, but does have the potential to do so.

Stalking

Stalking is a crime in the State of Michigan. Some stalking behaviors include following a person, repeated and unwanted phone calls or e-mail contact and leaving gifts for the victim.

Hate Crime

The information in this section was obtained from the U.S. Department of Justice. A hate crime, generally, refers to a crime committed not out of animosity toward a victim as an individual, but out of hostility toward the group to which the victim belongs. Hate crime is the violence of intolerance and bigotry, intended to hurt and intimidate someone because of their race, ethnicity, national origin, religion, sexual orientation, or disability. The purveyors of hate use explosives, arson, weapons, vandalism, physical violence, and verbal threats of violence to instill fear in their victims, leaving them vulnerable to more attacks and feeling alienated, helpless, suspicious and fearful. Others may become frustrated and angry if they believe the local government and other groups in the community will not protect them. When perpetrators of hate are not prosecuted as criminals and their acts not publicly condemned, their crimes can weaken even communities with the healthiest race relations.

Of all crimes, hate crimes are most likely to create or exacerbate tensions, which can trigger larger community-wide racial conflict, civil disturbances, and even riots. Hate crimes put cities and towns at risk of serious social and economic consequences. The immediate costs of racial conflicts and civil disturbances are police, fire, and medical personnel overtime, injury or death, business and residential property loss, and damage to vehicles and equipment. Long-term recovery is hindered by a decline in property values, which results in lower tax revenues, scarcity of funds for rebuilding, and increased insurance rates. Businesses and residents abandon these neighborhoods, leaving empty buildings to attract crime, and the quality of schools declines due to the loss of tax revenue. A municipality may have no choice but to cut services or raise taxes or leave the area in its post-riot condition until market forces of supply and demand rebuild the area.

Reporting Bias Incidents

The University of Michigan is committed to the success of all our students, staff and faculty. By working to create an environment that values and celebrates our diverse community and fosters respect for every individual, you can help ensure that all persons can perform up to their full potential.

If you witness or experience conduct that discriminates, stereotypes, excludes, harasses or harms anyone in our community based on their identity (such as race, color, ethnicity, national origin, sex, gender identity or expression, sexual orientation, disability, age or religion) please report it to the University by calling (734) 615-BIAS (2427) or online at www.urespect.umich.edu.

If you believe you have experienced a hate crime, you may report it directly to the Department of Public Safety (on-campus) at (734) 763-1131 or the Ann Arbor Police (off-campus) at (734) 994-2911.

If you are not sure you have experienced a hate crime and would like to discuss the incident, please call (734) 615-BIAS (2427).

Safety Tips

DOMESTIC VIOLENCE

- Call 911 for police assistance. When the police arrive, ask them to arrest your partner. You may ask to speak with one of the officers alone.
- Get support from family and friends. Tell them what has happened.
- Move out, move away. Sometimes it is the only way you will be safe.
- Get a Personal Protection Order.
- Get medical help. Medical records can be important evidence.
- Make a safety plan. Determine what to do before or when the next attack occurs.
- For assistance, call SAFE House at 995-5444.

Safety Tips

INDECENT EXPOSURE

- If you witness this type of behavior, scream loudly to alert others around you and run away if you are fearful of attack.
- Call 911 for police assistance, or if one is near, use a blue light emergency phone.

Safety Tips

OBSCENE PHONE CALLS

- Make a police report. Traps can be put on your phone after a police report has been made.
- Change your phone number.
- If they leave an obscene message on your phone answering machine, save the tape so the police can make a copy.
- Tell the caller that the police have been notified and that a tracer is on your phone.

Safety Tips

STALKING

- Report all incidents to police.
- Explain how you were frightened, terrorized, distressed, or threatened.
- Call SAPAC (936-3333) for support and assistance.
- See the “Stalking Laws” on page 27 of this book.

Reporting Crime

All persons are encouraged to report all criminal activity promptly to appropriate law enforcement agencies. Crime reported to the Department of Public Safety will be investigated thoroughly and appropriate action taken as prescribed by applicable laws.

In the event of an emergency, dialing 9-1-1 from any telephone or activating an emergency blue-light phone will connect you to the appropriate police agency for that location. Non-emergency, *on-campus* criminal activity can be reported to the Department of Public Safety at (734) 763-1131. Non-emergency, *off-campus* criminal activity in the city of Ann Arbor can be reported to the Ann Arbor Police Department at (734) 994-2875.

Information on criminal activity also may be reported anonymously by calling the University Anonymous Tip Line at 1-800-863-1355. All DPS employees are responsible for ensuring the confidentiality of all victims and witnesses and their roles in case development consistent with state and other applicable laws. The Ann Arbor Police Department also has a crime and drug tip hotline at (734) 996-3199.

When deemed appropriate, campus counselors are encouraged to inform the person they are counseling of any procedures to report crimes on a voluntary, confidential basis to the Department of Public Safety for inclusion in the annual disclosure of crime statistics.

Timely Warnings

In an attempt to aid the prevention of similar crimes, the Department of Public Safety will publish timely information on certain criminal activity that is considered a threat to the community. Most often, these Crime Alerts are issued for crimes against people for which the perpetrators are at large. The alerts are distributed via email, hard-copy fliers and the mass media as well as posted on the Department of Public Safety website.

With the assistance of other local police agencies, criminal activity near the campus or at locations housing recognized student organizations also will be monitored, recorded and published as appropriate. www.umich.edu/~safety

Workplace Violence and Threats

The University is committed to maintaining an environment that is safe and free from violence and will not tolerate violent and threatening behavior. All University community members share this responsibility and are expected to maintain a safe and secure climate through behavior that does not involve acts of violence, threats or aggression.

Acts of violence and aggression include verbal or physical actions that create fear or apprehension of bodily harm or threaten the safety of a supervisor, co-worker, faculty member, student, patient, member of the general public

or the University community at large. Examples of such behavior include on or off duty or off premises acts that adversely affect the University:

- Any act which is physically assaulting
- Behavior or actions that would be interpreted by a reasonable person as carrying a potential for violence and/or acts of aggression
- Any act that threatens harm to another person or damage to property
- Domestic violence
- Stalking (including electronic stalking)

Acts of violence cannot be predicted with absolute certainty, although we can minimize the risk to everyone when behaviors that are observed are reported to appropriate authorities. Often threats or acts of aggression escalate to a level of violence when there is poor communication with a person and that person cannot cope under the stress of confrontation.

When interacting with a potentially aggressive or violent person, be aware of your reactions, report all behaviors to others, and follow these suggested guidelines:

- Remain calm, speak in a low voice . . . don't argue or agree with distortions.
- Let them know of consequences . . . *"I'll call the police if you don't sit down and stop yelling. . . . I can't help you if you don't calm down."*
- Avoid invasion of "personal space;" keep a safe distance of 3-6 feet.
- Treat people with respect regardless of their behavior and avoid being judgmental.
- Do not make promises that you cannot fulfill.
- If the person has an appeal to a higher authority, then so inform them.
- Report all behaviors to appropriate authorities or call Public Safety at "9-1-1."

If the behavior reaches the point of violence then:

- Remain calm. Dealing with the person calmly and confidently will help reduce further communication problems.
- Call "9-1-1." If you cannot call yourself, have someone else call for you.
- Do not try to physically force a person to leave. Do not touch the person.
- If violent behavior is occurring, escape, hide if not already seen, or cover up.
- Position yourself, if possible, so that an exit route is readily accessible.
- Never attempt to disarm or accept a weapon from the person in question.
- Don't argue, threaten, or block their exit.

Any member of the University community, contractor, or visitor can report a violation and seek assistance. In addition, employees in positions of authority (including deans, directors, chairs, supervisors, faculty, graduate student instructors, coaches or others who oversee employees or students) have an obligation to contact the appropriate resources if they see or are informed of violence or threats of violence. Resources include:

- The Department of Public Safety (DPS) provides consultation and preventive services as well as an immediate law enforcement response.
- The Office of Student Conflict Resolution (OSCR) addresses violence or threats of violence perpetrated by students. Members of the University community, contractors and visitors concerned about such violence should contact OSCR and/or the appropriate dean or department chair.
- Academic and Staff HR Services addresses violence or threats of violence that involves a faculty or staff member. Members of the University community, contractors and visitors concerned about such violence should report to the appropriate manager and/or to Academic and Staff HR Services. Supervisors receiving such reports should contact Academic and Staff HR Services. Individuals may also contact the Office of Gender Equity and Sexual Harassment Policy.

Seeking Confidential Counseling

Faculty and staff may contact the Faculty and Staff Assistance Program (FASAP) for any personal concerns related to violence or aggressive behavior.

Faculty, staff and students may contact the Sexual Assault and Prevention Awareness Program (SAPAC) in cases of sexual assault, domestic violence or stalking.

Students may seek services from Student Affairs Counseling and Psychological Services (CAPS).

Safe Transportation After Dark

For updated campus transportation information, visit www.pts.umich.edu.

S.A.F.E.WALK

S.A.F.E.WALK is a campus accompaniment service designed as an alternative to walking alone on campus at night. Coordinated by staff at the Department of Public Safety (DPS), S.A.F.E.WALK escorts are free of charge and available to all members of the University community.

During the fall and winter semesters, the service is provided daily from 10pm to 3am. Simply call 763-WALK (or 763-9255) to request an escort. An employee from the U-M Transportation Services will respond to your campus location and deliver you to your requested location within a one-mile driving radius of central and north campuses. During non-service hours, alternative service providers will be identified. Stay safe — call S.A.F.E.WALK.

MRide

All active UM faculty, staff and students may ride on all of AATA's regularly scheduled fixed-route buses at any time of day, any day of the week with no fare by simply showing their valid MCard ID to the bus driver. For route information refer to www.theride.org.

Paratransit

Scheduled door-to-door service for disabled students, faculty and staff. To register for the rides, all applicants must contact Services for Students with Disabilities at 763-3000.

Emergency Ride Home

Free taxi rides in emergency situations for faculty, staff and students with valid MCards to return to their vehicle parked in remote lots or to any location (home, school, daycare provider, etc.). The service is available 24 hours per day, 7 days a week. Use of the program is limited to six times per permit year. To request a ride, phone DPS at 763-1131.

State Street Ride

Free after-hours taxi service from any UM building to the South State Street Commuter (Park and Ride) lot after buses have concluded daily service. To request a ride, phone Yellow Cab directly at (734) 663-3355. The service is available Monday through Friday from 10:00 p.m. to 6:00 a.m.

Night Ride

(Ann Arbor Transportation Authority)

Shared-ride taxi service within Ann Arbor (when fixed-route AATA bus service is not available) seven days a week, Monday through Friday, 11 p.m. to 6 a.m. and Saturday through Sunday, 7 p.m. to 7:30 a.m. Fee is \$5 per person. Call (734) 528-5432 to request a trip. Also available on all major holidays.

Ride Home

Free shared-ride taxi service for U-M students, faculty and staff to their residence hall, parked vehicle or local residence. This service is available by presenting a valid U-M ID after University transit buses and shuttles have concluded daily service. Rides may be scheduled from the Duderstadt Center on North Campus, the Shapiro Library circulation desk on Central Campus or the Mott Hospital employee entrance on Medical Campus.

Safety and Crime Prevention Tips

The following prevention tips are offered to help insure personal safety and the safety of one's belongings.

AUTOMATED TELLER MACHINE (ATM) SAFETY

ATMs are conveniently located all around Ann Arbor and some areas of the campus. While the convenience of these machines cannot be denied, you are under a certain amount of risk when using one. Thefts do occur, usually late at night and in badly lit areas. You can help to protect yourself and your property by following these easy tips:

- Choose a well-lit ATM and have someone with you when using the machine at night.
- Be ready. Have your card handy, but not necessarily in plain view.
- Stand directly in front of the machine so that no one can see you enter your Personal Identification Number (PIN).
- Cancel your transaction and return later if anything seems suspicious.
- Pocket your cash immediately and count it later.
- If you lose your ATM card, report it immediately to your financial institution.

BICYCLE SAFETY

For many, bicycling is a sport and the preferred mode of travel on and around campus. To cycle safely, remember to:

- Ride with the traffic or use bike paths whenever possible.

- Follow same driving laws as motor vehicles.
- Use reflectors, reflective tape, or other similar devices on bikes or on your clothing.

Bicycles are attractive targets for thieves and vandals. The following simple but effective tips can make your bike a less attractive target for crime:

- Lock it up: Use a heavy-duty bike lock (a U-bar lock is recommended).
- Lock your bike to a bike rack, preferably in a public place.
- Register your bike with the City of Ann Arbor's Clerk's Office (994-2725). Registration only costs \$6.50 and makes it easier to prove ownership if the bicycle is recovered.

For your own personal use, record the identifying characteristics and the serial number of your bike, and keep the information in a safe place.

Always lock your bike, even if you are leaving it for just a minute. If your bike is stolen or vandalized, report the incident promptly to the Department of Public Safety.

DRIVING AND VEHICLE SAFETY

Effective safety tips include:

- Have your keys in hand before you reach your vehicle.
- Check the interior of your vehicle before entering it.

- If you have a flat tire in a questionable area, drive on it until you reach a safe, well-lit area.
- When parking your vehicle at night, select a spot that is well lit.
- Make a habit of keeping car doors locked.

FIRE SAFETY

Your worst enemy during a fire is smoke. If you are caught in smoke, get down on the floor and crawl to safety. Close doors behind you as you escape, and use stairs, NEVER elevators. Simple fire safety tips to follow are:

- Make sure there is a working smoke detector near your sleeping quarters.
- Learn the location of fire exits and alarm boxes near you.
- Sound the fire alarm if you see smoke or detect a burning odor.
- Do not re-enter a building until it has been declared safe for re-entry.

HOME SAFETY

University Residence Halls:

- Make a habit of keeping your doors locked. Lock your room door when sleeping, when leaving a roommate asleep inside, and when leaving your room.
- Do not leave valuables in open view. Take valuables home during vacation.

- Never prop open doors to residence halls.
- Do not allow door to door salespeople to enter your room. Report them to the Department of Public Safety.
- Require identification and authorization from maintenance staff requesting access to your room.
- Report to the residence hall staff all doors, locks, and windows that are in need of repair.
- Be suspicious of unknown persons loitering or checking doors in your hall and call the Department of Public Safety to report them.
- Backpacks, purses, book bags, etc., should never be left unattended.

If you live in the City of Ann Arbor:

- The Ann Arbor Police Department provides Operation Identification. This program allows residents to borrow an engraving tool to mark their valuables.
- The Ann Arbor Police Department coordinates a Neighborhood Watch Program which encompasses the entire city of Ann Arbor. It is recommended that residents know the name of their neighborhood Block Captain.

Safety and Crime Prevention Tips (continued)

OFFICE, CLASS-ROOM, OR LABORATORY SAFETY

- Avoid working or studying alone in a building at night. If you must work late, let somebody you trust know where you are and when you will be done.
- Avoid using stairs in remote sections of a building.
- Keep your purse in a locked cabinet or drawer. Never leave it in, on top of, or underneath a desk.
- While in class, the library, or the lab, keep personal belongings in view.

OUTDOOR SAFETY

- Learn the locations of all campus blue light emergency phones.
- Take advantage of nighttime transportation services — see page 15.
- Walk on designated walkways that are well lit and well traveled.
- Walk confidently and assertively. Be alert and aware of your surroundings.
- Purses should be carried close to the body and secured under one arm. Backpacks should be carried over one shoulder and secured with one arm.
- Do not run or jog alone, especially at night.
- Do not ever hitchhike.

- Avoid shortcuts through parks, vacant lots, and other deserted places.
- If you are followed by someone in a car, turn around and walk in the opposite direction.

ROBBERY

The most important thing you can do during a robbery is to prevent, if possible, any violence. Always assume that the robber is armed, even if you can't see a weapon, and act accordingly:

- Get it over with quickly. If you try to stall, the robber may be more prone to violence.
- Do what the robber asks, but don't volunteer to do anything more.
- Don't fight or try any impulsive heroics; the risk is great if the robber is armed.
- Don't chase the robber.
- Call 911 immediately.

SUSPICIOUS ACTIVITY

Since safety is everyone's responsibility, it is important for people to be aware of types of behavior and actions which may signal criminal activities. In the University setting, these may include:

- A person who seems to be wandering in the hallways or lurking about the building.
- Any unusual or suspicious noise that you can't explain, such as breaking glass or pounding.
- Vehicles moving slowly without lights or to no apparent destination.

- A stranger sitting in a vehicle for an extended period of time for no apparent reason.
- A person hanging around residence hall windows or parking lots.
- Persons removing property from a building late at night.

Remember, if you are in doubt, contact the police. They will be able to assist you in determining whether or not there is cause for alarm and if it is necessary to respond.

The University Department of Public Safety suggests the following approach to reporting suspicious activity on campus. A copy of this information, available in a pamphlet entitled "What is Suspicious?" can be obtained from the Department of Public Safety.

- Remain calm. Keep away from the suspicious person(s) or activity. Call 911 or pick up a campus blue light emergency phone or a carport phone.
- Tell the police whether the crime is in progress or has already been committed. If you see a crime in progress, report it IMMEDIATELY.

COMPUTER AND IDENTITY INFORMATION SAFETY

- Use a different robust password for all online accounts. Do not use your UMICH Kerberos password for anything else. Do not share your password with others or use another person's password.
- Never leave your laptop unattended. Lock your screen or log out before you walk away from a University computer.
- Don't believe everything you read in e-mail. Never respond to an e-mail request for private personal information; no legitimate company will request information in this way.
- Keep records of your credit cards and bank numbers in a safe place. Shred confidential documents and CDs containing private personal information with a cross-cut shredder when no longer needed.
- If you receive a threatening e-mail, contact the Department of Public Safety immediately.

Crime Prevention

If you have any questions regarding campus safety or crime prevention, please call the Department of Public Safety (734-763-3434).

Medical Aid

If you need routine medical care, please contact your health care provider. On campus, University Health Service (UHS) provides comprehensive out-patient care and is available to:

- currently enrolled UM students
- non-enrolled UM students (including students between semesters)
- students from UM Dearborn and Flint campuses
- UM alumni
- UM faculty, staff and retirees
- spouses, domestic partners, dependents (10 years and older)
- guest of the University of Michigan

University Health Service (UHS)

207 Fletcher Street

Ann Arbor, MI 48109

(734) 764-8320 General information

(734) 764-8325 Appointments

(734) 763-4511 Medical advice

(734) 662-5674 After-hours advice

www.uhs.umich.edu

UHS is a comprehensive health care clinic, all in one building on central campus. See www.uhs.umich.edu for details.

8 am - 5:30 pm M,T,W

9 am - 5:30 pm Th

8 am - 4:30 pm F

9 am - noon Sat

Hours are reduced during spring/summer terms, semester breaks and holidays. Department hours may vary from UHS building hours.

Students pay a health service fee as part of tuition, which covers most services at UHS. Therefore, students have few expenses at UHS. When appropriate, UHS will bill patients' insurances.

Health insurance is not required to receive care at UHS, but students should have health insurance to pay for costs not covered by the health service fee (e.g. medication, emergency room visits, hospitalization or ambulance service). Fees for these services are the patient's responsibility.

Patients are seen at UHS by appointment or on a walk-in basis.

UHS can handle minor emergencies but is not equipped to handle life-threatening emergencies. See Medical Emergencies (following).

The Department of Public Safety (734) 763-1131 can provide transportation to UHS in non-emergencies if needed.

Medical Emergencies

Call 911 for emergency response. Emergency health care providers on campus include the following:

UM Health System Emergency Room

1500 East Medical Center Drive

(734) 936-6666

www.med.umich.edu/em/

UMHS ER provides emergency care 24 hours/day, 7 days/week. It is a nationally recognized trauma center, equipped to deal with all urgent and emergency problems for persons of all ages.

UM Psychiatric Emergency Service

1500 East Medical Center Drive

(734) 996-4747

www.med.umich.edu/psych

UM Psychiatric ER provides psychiatric emergency care 24 hours/day, 7 days/week, including emergency walk-in consultation and phone service for persons of all ages.

University Health Service (UHS)

207 Fletcher Street

(734) 764-8320 General information

(734) 763-4511 Nurse Advice line

(734) 662-5674 After-hours advice (for urgent concerns)

www.uhs.umich.edu

UHS can handle minor medical emergencies such as some cuts and broken bones but is not equipped to handle life-threatening emergencies. During open hours, call (734) 763-4511 for advice on whether to visit UHS. When UHS is closed and you have an urgent health care concern that cannot wait until UHS opens, you may call our answering service at (734) 662-5674 for advice. (Students are responsible for payment for any medical care received outside of UHS, including emergency room and ambulance services, because these services are not covered by the health service fee.)

Handling Alcohol Emergencies

A potentially dangerous situation exists whenever an individual consumes too much alcohol. A high blood concentration level can result in bizarre, unpredictable behavior, unconsciousness or death. The degree of danger depends on the person's size, what and how much the person drank, over what time period, if the person took drugs besides alcohol, and other circumstances.

CALL 9-1-1 to GET HELP IMMEDIATELY if the person:

- cannot be roused by shaking or shouting
- has shallow or irregular breathing or if the rate is less than 12 breaths per minute
- drank alcohol in combination with a sedative or tranquilizer
- sustained a blow to the head or any injury that caused bleeding
- has cold, clammy and/or bluish skin
- drank a large quantity
- is disoriented, incoherent, or has collapsed

If a person has passed out due to excessive alcohol use:

- do not leave the person alone!
- check regularly for breathing and consciousness
- make sure the person is lying on his/her side, with knees bent, to help prevent choking if the person vomits
- get immediate help if the person vomits and has difficulty expelling the vomit or gags on it

If you are not sure what to do, call 9-1-1.

Handling Hazardous Material Emergencies

Chemical, Radioactive, and Biohazard Materials

The most important thing you can do to help in a hazardous material emergency is be prepared. As part of your routine operation, you should know the hazards associated with the materials that you work with and what immediate steps to take if you or a co-worker are exposed. You also should know the locations of fire extinguishers, first aid kits, emergency eye wash stations and showers.

The most important thing to do in an emergency is call 9-1-1 as soon as possible and provide the dispatcher with as much information as you can.

- Exact location of the incident and its surroundings (i.e., storm drains).
- Name of the material spilled and the amount.
- Report any injuries.
- Report any noticeable release into the environment.
- Provide a safe location where you can meet with emergency crews.

For small spills in your work area, perform cleanup if:

- You have received appropriate training for the materials involved.
- You have access to the necessary personal protective equipment.
- You have access to the necessary equipment to clean up the materials.

If you have been contaminated, remain at your location if it is safe to do so. Minimize your movement to avoid spreading contamination.

For additional information consult the Emergency Procedures Flip Chart. If your workplace does not have one, contact (734) 763-4568. By being prepared and knowing what actions to take in an emergency, you can make your work area a safer place!

3. University Policies and State Laws

UNIVERSITY POLICIES

University Sexual Assault Policy

(This student policy has been written to ensure compliance with the Higher Education Reauthorization Act of 1992, Sexual Assault Victim's Bill of Rights.)

I. Introduction

1. The University of Michigan is committed to creating a community free from violence. Sexual assault, sexual harassment, domestic violence and stalking as defined by State and Federal laws, will not be tolerated at the University of Michigan.
2. The University recognizes the necessity of a community which is open and intellectually stimulating, where diversity of ideas is valued and every person's safety, dignity and autonomy is respected whether they are students, faculty or staff, and regardless of race, ethnicity, age, religion, class, national origin, gender, sexual orientation or disability.

II. Reporting Options and Procedures

A. Rights of Survivor

1. The Criminal Sexual Conduct Statutes of Michigan define sexual assault as a crime involving forced or coerced "sexual penetration" (first and third degree) or "sexual contact" (second and fourth degree). The University encourages the reporting of sexual assaults to the appropriate University officials as reporting is the only way the University can take action against the accused assailant. Survivors may report sexual assaults to the Department of Public Safety (9-1-1 or use the "blue light" emergency phones on campus); to the Ann Arbor Police (9-1-1); or other police offices; to the Sexual Assault Prevention and Awareness Center (SAPAC - (734) 998-9368 or 936-3333 24-Hour Crisis Line); to the Office of the Dean of Students (764-7420); to the Office of Student Conflict Resolution (936-6308); or to any University official. Survivors and persons receiving reports of sexual assault are reminded of the importance of preserving evidence that may be necessary to

the proof of criminal sexual assault or for use in University disciplinary proceedings. All University personnel are encouraged to immediately refer sexual assault survivors to SAPAC.

2. The survivor has the right to have any and all sexual assaults against them treated seriously and the right to be treated with dignity. Because the University recognizes that a sexual assault is more than an assault on an individual's body, but is also an attack on the individual's dignity and sense of self, the University is committed to insuring that the decision to take action against the accused shall rest solely with the survivor. There may be circumstances, however, depending on the status of the alleged assailant and the seriousness of the offense, in which the University must take action to protect the survivor or other members of the University community. The best way for a survivor to retain control over actions is to report the assault in the first instance to a confidential counselor, such as SAPAC, where no action will be taken without the survivor's consent, unless required by law.
3. The University upholds the right of the survivor to be free from undue coercion of any kind from University personnel, including but not limited to staff, faculty, and peer or student staff. Such coercion includes but is not limited to pressuring the survivor to report, not to report, or to under-report a sexual assault; suggesting that the survivor is somehow responsible for the sexual assault; suggesting that the survivor was contributorily negligent or assumed the risk of being sexually assaulted; or suggesting that the survivor or the University would incur unwanted publicity or humiliation by reporting the sexual assault.
4. Survivors who report the assault to the University will be fully informed in a timely manner of all of their rights and options, including the necessary steps and potential consequences of each option. All University personnel are encouraged to immediately refer sexual assault survivors to the SAPAC Office, (734) 998-9368 or 936-3333, 24-Hour Crisis Line.

B. University Disciplinary Process

1. The survivor has the right to pursue the University judicial process against an accused student assailant through the Statement of Student Rights and Responsibilities and the Residence Hall Judicial Process. The procedures a survivor may follow to pursue University action against a faculty or staff member are dependent upon the accused's employment status. SAPAC, in consultation with the Human Resources Office and/or General Counsel's Office, can advise a survivor on which procedures would be applicable in a given case.
2. The University commits itself to providing judicial and disciplinary processes that are sensitive, supportive, expedient, and respectful of the individual rights of all involved. Both the survivor and the accused have the right to be accompanied by a support person through every phase of the process. Student survivors may choose to change University housing and academic arrangements, if such changes are reasonably available, without academic penalty.
3. Possible sanctions for students resulting from the University's judicial process range from formal reprimands and community service to suspension and expulsion. Possible sanctions for faculty and staff range from reprimands to termination of employment. Both the accuser and the accused shall be informed of the outcome of the campus disciplinary process.

C. Off-Campus Legal Options

1. In addition to the University's judicial process and those disciplinary procedures applicable to faculty and staff, the survivor has the right to pursue criminal prosecution and/or civil litigation. The Department of Public Safety is available to provide assistance and information on criminal prosecution. The University is committed to providing full and prompt cooperation and assistance in notifying the proper law enforcement personnel if the survivor so chooses. The survivor has the right to pursue all legal and disciplinary remedies and counseling services without academic penalty.
2. The Department of Public Safety also can provide information on the rights and remedies accorded to crime victims generally, including information about State and Federal laws regarding mandatory testing of sexual assault suspects for communica-

ble diseases, assistance in pursuing action under these laws, and notification of results of any such tests.

III. Medical Services

A survivor who seeks medical assistance from the University of Michigan Hospital has the right to have the Hospital use equipment and methods commonly used to preserve and maintain the integrity of evidence of sexual assault.

IV. Statistical Reporting

The University will provide statistics of reported sexual assaults as required and defined by the Campus Security Act and the Student Right-to-Know Act. All personally identifying information will be removed from the statistical reports.

V. University Counseling and Educational Services

The University of Michigan has been in the forefront of addressing sexual assault with the creation and continued support of SAPAC. SAPAC is a resource for the Ann Arbor, Dearborn and Flint campuses that provides education on sexual assault and domestic violence, counseling services, information and campus-wide outreach services to survivors. SAPAC provides information to students about sexual assault reporting options, available resources and assistance for the survivor, and the survivor's rights. SAPAC personnel are available to accompany survivors and provide support during hospital or medical exams, contact with law enforcement personnel, during campus judicial hearings, and for local court proceedings. SAPAC insures survivors confidentiality as per Mich. Comp. Laws § 600.2157a (1985). All University personnel should refer sexual assault survivors to SAPAC.

VI. Conclusion

All members of the University of Michigan community share a responsibility for upholding this policy as we strive to attain our goal of creating a violence-free community.

Alcohol and Other Drugs (AOD) Prevention Program and Policy

The University of Michigan, Ann Arbor, is committed to providing a safe, healthy learning community for all its members. The University recognizes that the improper and excessive use of alcohol and other drugs may interfere with the University's mission by negatively affecting the health and safety of students, faculty and staff. Problems such as vandalism, assault, harassment, and disruption of sleep and study space increase in relation to misuse. It is due to the harm caused by excessive and illegal use that the University has a vested interest in establishing policies to prohibit unlawful behavior, and sanctions to address policy violations by members of the UM community.

Under the **Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act Amendments of 1991** the University is required to have an alcohol and other drug policy and distribute this policy annually to all employees and students.

UM Alcohol and Other Drugs Policy

Michigan law prohibits the dispensing, selling or supplying of drugs or alcoholic beverages to a person under twenty-one years old. Employees, students, faculty and campus visitors may not unlawfully manufacture, consume, possess, sell, distribute, transfer or be under the influence of alcohol, illicit drugs or controlled substances on University property, while driving a University vehicle or while otherwise engaged in University business. The only exception to this policy is that individuals of legal age may consume alcohol on University property in a manner consistent with University policy and State of Michigan law. University property, as defined in this policy, includes all buildings and land owned, leased, or used by the University, motor vehicles operated by employees, including personal motor vehicles, when used in connection with work performed for or on behalf of the University.

Any person taking prescription drugs or over-the-counter medication is personally responsible for ensuring that while taking such drugs or medications, he or she is not a safety risk to themselves and others while on University property, while driving a University or privately owned vehicle, or while otherwise engaged in University business.

For the purpose of this policy, the term "drug" includes:

- a. controlled substances, as defined in 21 USC 802, which cannot be legally obtained; or
- b. legally obtainable controlled substances which were not legally obtained, including:
 1. prescribed drugs when prescription is no longer valid;
 2. prescribed drugs used contrary to the prescription;
 3. prescribed drugs issued to another person.

All members of the campus community are also governed by laws, regulations and ordinances established by the state and local municipalities, and will be held accountable by law enforcement representatives of those entities for any illegal activity. It is the responsibility of all campus members to be aware of these laws.

UM Alcohol and Other Drug Prevention Program (UMAODPP)

Changing the community culture from one that is indifferent to, or tolerates, the harm caused by excessive and illegal use requires participation by all members of the community. The University of Michigan has a comprehensive substance abuse prevention program that utilizes nationally recognized best practices. These practices are employed in order to actively promote an environment that discourages the harmful abuse of alcohol and other drugs, and strives to prevent subsequent negative outcomes. Strategies that are utilized include: informing students about alcohol and other drug use policies and possible consequences for policy violations; distributing educational media campaigns promoting legal, moderate use; providing information to students' parents about alcohol issues and educational programs while on campus during parent orientation; facilitating various education, skill building, and intervention programs to assist students in understanding choices and risks; and providing resources and support for students who seek treatment services for themselves and others. In December 2005, the Ann Arbor Campus Community Conversations coalition (A2C3) was established and is currently developing and instituting new strategies to reduce harmful use on campus and in the city of Ann Arbor. Information is available from UMAODPP at (734) 763-7808 or <http://www.uhs.umich.edu/wellness/aod/index.html>

Health Risks

The use or abuse of alcohol and other drugs increases the risk for a number of health related and other medical, behavioral, and social problems. These include acute health problems related to intoxication or overdose (blackouts, convulsions, coma, death); physical and psychological dependence; malnutrition; long-term health problems, including cirrhosis of the liver, organic brain damage, high blood pressure, heart disease; contracting diseases such as AIDS, through sharing of hypodermic needles; pregnancy problems including miscarriages, fetal alcohol syndrome (physical and mental birth defects); psychological or psychiatric problems; diminished behavior (hangovers, hallucinations, disorientation, slurred speech); unusual or inappropriate risk-taking which may result in physical or emotional injury or death; violent behavior towards others, such as assaults and rape; accidents caused by operating machinery while impaired; impaired driving resulting in alcohol and drug-related arrest, traffic accidents, injuries and fatalities; negative effects on academic work performance; conflicts with co-workers, classmates, family, friends and others; conduct problems resulting in disciplinary actions, including loss of employment or dismissal from an academic program; and legal problems including imprisonment.

Counseling and Treatment Programs

The University of Michigan encourages individuals with The University of Michigan encourages individuals with alcohol or other drug-related problems to seek assistance.

Emergency Care for Faculty, Staff and Students

UM Psychiatric ER (734) 936-5900 (Fee for service)
Crisis help hotline 24 hours a day/7 days a week
Level B1 of the Medical Center--adjacent to the Medical Emergency Department

Other programs see pages 20-21 and 31.

UM AOD Policy and Student Organizations

The University of Michigan expects each student organization to adopt a policy about the use of alcohol and other drugs that is consistent with this Policy, complies with federal, state and local laws, minimizes criminal and civil liability to the organization and its members, and helps assure the personal safety and welfare of members and guests. The Division of Student Affairs provides resources and references to assist student organizations with drafting policies. Contact the Office of Student Activities and Leadership for more information.

University Sanctions - UM Campus Students

The University, through the Division of Student Affairs (DSA), has established expectations for non-academic student conduct under the Statement of Student Rights and Responsibilities (The Statement). The Statement specifically addresses the illicit use of alcohol and other drugs as follows:

“The following behaviors contradict the values of the University community and are subject to action under this Statement:

- Illegally possessing or using alcohol;
- Illegally distributing, manufacturing, or selling alcohol;
- Illegally possessing or using drugs; and/or
- Illegally distributing, manufacturing, or selling drugs.”

The Statement is administered by the Office of Student Conflict Resolution (OSCR). OSCR is charged with determining responsibility as well as recommending sanctions when appropriate. Sanctions cover a wide range of educational assignments and obligations, including but not limited to suspension and expulsion from the institution. OSCR may delegate portions of the Conduct Process to other units of the University who have a vested interest in the conduct of smaller student communities (e.g. University Housing, Athletic Department).

Academic units of the University may also have written or implied policies concerning management of alcohol use and their response to the illicit use of alcohol and other drugs in the academic setting. Students are expected to know and understand these additional policies and abide by them.

Student Organizations

Policy violations by non-Greek affiliated student organizations will be handled through the student organization judicial process administered through the Office of Student Activities and Leadership. Violations by Greek affiliated student organizations will be adjudicated by the Greek Activities Review Panel (GARP)

Staff and Faculty

Sanctions for violations by faculty and staff are governed by policies within individual departments and any applicable guidelines set by University regulations (Regents' Bylaw 5.09, Standard Practice Guide 201.12), appropriate collective bargaining agreements, and other applicable policies or procedures. Appropriate sanctions may include: verbal or written warnings, a mandated rehabilitation program, probation, suspension, and termination. In each case there are likely to be different circumstances that are relevant for understanding the situation and determining the appropriate sanction.

External Sanctions

Federal laws impose significant criminal penalties for the unlawful possession, use, manufacture or distribution of alcohol and illicit drugs. These penalties include fines and/or imprisonment.

Alcohol

Under Michigan law it is illegal for anyone under the age of 21 to purchase, consume or possess, or have any bodily content of alcohol. A first time conviction may result in a fine, substance abuse education and treatment, community service and court-ordered drug screenings. There is also a provision for possible imprisonment or probation for a second or subsequent offense. Use of false identification by minors in obtaining alcohol is punishable with a fine, loss of driver's license, probation and community service.

Individuals can be arrested/convicted of operating a vehicle while intoxicated with a blood alcohol concentration (BAC) level at .08 or higher. If a student is under 21, there is a “zero tolerance” law in the state of Michigan and any blood alcohol level of .01 or higher can lead to a minor in possession (MIP) ticket as well as being cited for operating a vehicle while intoxicated. This is in addition to suspension of driving privileges in the state of Michigan.

Marijuana

The laws regarding marijuana possession on campus differ from those in the City of Ann Arbor. The property occupied by the University of Michigan is under the jurisdiction of the laws of the State of Michigan. Under these laws, possession of marijuana on UM property is a misdemeanor, punishable by a fine up to \$2,000 and/or imprisonment of up to one year. Persons convicted of possession of marijuana off UM property but in the city limits of Ann Arbor will be charged with a civil infraction and required to pay a fine.

Employee Reporting Requirement

Under the Drug-Free Workplace Act of 1988, in addition to the other requirements of this policy, a faculty or staff member who works in any capacity under a federal grant or contract must notify his or her University supervisor or department head, in writing, of his or her conviction for a violation of any criminal drug statute occurring in the workplace no later than five calendar days after such conviction. This applies to direct charge employees and to indirect charge employees who perform any support or overhead functions related to the grant. The supervisor or department head must then promptly report the violation to the General Counsel's Office.

Distribution of Policy

A copy of this policy statement will be distributed to all faculty, staff and students annually via email at the beginning of fall semester.

For more information concerning this policy contact the UM Alcohol and Other Drugs Prevention Program in the Health Promotion and Community Relations Department at (734) 763-1320 or visit www.uhs.umich.edu/wellness/aod/policy.html.

Access Control

Access to closed buildings is permissible for authorized persons possessing University identification and legally issued keys. Persons not possessing keys will not be allowed to remain inside closed buildings, unless accompanied by an authorized person, or written authorization has been previously forwarded to DPS from the vice president, dean, or director responsible for the building.

DPS Officers are responsible for checking persons in University facilities who are not known to them. After normal closing hours, all persons are required to have University identification cards or written permission from appropriate department heads.

Keys and/or access-control cards are issued to individuals to allow them to gain general access to their assigned areas. To safeguard and protect the community, keys and access-control cards should be kept on your person at all times or secured in a locked container, drawer, etc. Never lend them out, and check them daily to assure none are missing. Report any missing or stolen keys to the Housing Security Division of DPS immediately (763-1311). Security staff can take important steps to safeguard the community while a search for the missing key or access-control card is under way. Never duplicate a key. Failure to follow these guidelines places the community at risk.

Residence Hall Access Control

University Housing is a residential community safeguarded, in part, by an access-control system that restricts entry to the buildings and assigned space. The following provides an overview of protocols, guidelines and understandings related to access-control.

Housing staff requiring infrequent and non-recurring access may contact the Building Facilities Manager, Housing Security or Family Housing (for apartments and rental properties only), to provide entry to building rooms and selected areas. Housing staff requiring frequent and/or recurring access to a building may request assigned keys or an access-control card for those rooms or areas. This may relate to: (1) a permanent requirement; or (2) a temporary requirement for projects and special assignments. In such cases, arrangements can be made through Housing Security for keys/rings, and unit management is responsible for assuring that they are handled according to the guidelines and protocols outlined herein.

Non-Housing staff requiring infrequent and non-recurring access may contact the Building Facilities Manager, Security or Family Housing (for apartments and rental

properties only) to provide entry to rooms and selected areas. Non-Housing staff requiring frequent and/or recurring access to a building (varying from high frequency for a short period of time, such as once per day for five days, to relatively low frequency for a long period of time, such as once a week for several months), may request keys or an access-control card for those rooms and areas. Examples include members of other University departments (such as Plant Operations and ITCOM), contractors working on a project, and blanket order service vendors. The vendor or contractor will be accompanied by a security officer or other regular Housing staff member when accessing occupied student rooms or apartments in residence halls and Family Housing.

UNIVERSITY REGULATIONS

The University passed Ordinance 14 in September 1991 which contains regulations concerning alcohol, disorderly conduct, fire setting, and weapons. A person who violates any of the following regulations is guilty of a misdemeanor and, upon conviction, may be imprisoned for a period of ten to sixty days, and/or may be fined up to \$50 plus court costs.

Fire Setting and False Alarms

The University prohibits setting “any fire upon University property or University buildings except in approved stoves or grills or as otherwise permitted by University officials by a prior writing.” In addition, it is violation of state law to knowingly or willfully commit any or one of the following actions:

- to raise a false alarm of fire at any gathering or any public place; or by telephone or in person,
- to ring any bell or operate any mechanical apparatus, electrical apparatus, or combination thereof, for the purpose of creating a false fire alarm.

Violation of the state law shall be regarded as a misdemeanor and may result in imprisonment for not more than one year and a fine in the amount of \$500.00 or less. In addition, these actions are a violation of the Statement of Student Rights and Responsibilities.

Information about fire safety systems and rules in the residence halls can be viewed at www.housing.umich.edu/services/security/firesafety.html.

Weapons

The University prohibits the possession or discharge of any firearm or other dangerous weapon as defined under Michigan law, regardless of whether the individual has a concealed weapons permit. In addition, any knife, sword or machete having a blade longer than four inches, or, in the case of a knife with a mechanism to lock the blade in place when open, longer than three inches is also prohibited. This prohibition includes all of the Ann Arbor campus.

Exceptions to this Ordinance include:

- University employees who are authorized to possess and/or use such a device pursuant to Standard Practice Guide 201.94;
- Law enforcement officers or legally established law enforcement agencies;
- When someone possesses or uses such a device as part of a military or similar uniform or costume in connection with a public ceremony or parade or theatrical performance;
- When someone possesses or uses such a device in connection with a regularly scheduled educational, recreational or training program authorized by the University;
- When someone possesses or uses such a device for recreational hunting on property which has been designated for such activity by the University provided such possession and use is in strict compliance with applicable law; or
- A written waiver is obtained from the Director of the University's Department of Public Safety based on extraordinary circumstances. Any such waiver may include certain restrictions when the Director determines that such restrictions are appropriate under the circumstances.

A person who violates the Ordinance is guilty of a misdemeanor, and upon conviction, punishable by imprisonment for not less than ten days and no more than 60 days, or by fine of not more than \$50, or both.

STATE LAWS

State of Michigan Stalking Laws *Stalking -*

A misdemeanor punishable by up to one year in County Jail and \$1,000.00 fine. This is defined as two or more separate incidents of non-consenting contact between stalker and victim. The acts must be done willfully, be such as would cause a reasonable person to suffer emotional

distress, and to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

Aggravated Stalking -

A felony punishable by a sentence of up to five years in State Prison and a \$10,000.00 fine. Aggravated Stalking is defined as a violation of a Personal Protection Order, bail, probation condition, or a second offense. Stalking is also a violation of the Statement of Student Rights and Responsibilities.

Sex Offender Registry

In accordance with State laws, the UM Department of Public Safety maintains a list of registered convicted sex offenders who reside on campus.

A non-permanent resident of Michigan who is required to register shall report her or his status within ten days in person to the UM Department of Public Safety, if any of the following occur:

- The individual is or becomes an employee, contractual provider, employee of a contractual provider or volunteer with the University of Michigan and her/his position will require that s/he be present on the campus for 14 or more consecutive days or 30 or more total days in a calendar year.
- The status described above is discontinued.
- The individual is or enrolls as a student with the University or the individual discontinues that enrollment.

If the individual is a permanent resident of Michigan, s/he shall report her or his status in person at the local law enforcement agency having jurisdiction where her or his new residence is located. If the individual resides on campus (student residence halls and family housing units), then s/he must report her/his status to DPS. Persons residing on University property outside of the Ann Arbor campus will be directed to the local police agency that has overall jurisdiction.

The Sex Offender list is available for public view at the Public Safety office (1239 Kipke Dr.). In addition, the public can access the State of Michigan Public Sex Offender Registry file via the Internet at <http://www.mipsor.state.mi.us>.

4. Safety and Health-Related Resources, Counseling and Support Services, and University Programs

SAFETY AND HEALTH-RELATED RESOURCES

Police Agencies

University Department of Public Safety

1239 Kipke Drive (just east of Crisler Arena)

Ann Arbor, MI 48109-2036

Hours of operation: 24 hours a day, 7 days a week

Police, Fire and Medical Emergencies 9-1-1

For non-emergencies (734) 763-1131

Administration offices (734) 763-3434

Fire Marshal (734) 763-3434

Neighborhood locations:

Palmer Commons 763-9395

Pierpont Commons 647-4066

Wolverine Tower 615-1596

For an emergency, dial 9-1-1 from any University phone, or lift the receiver or press the button on a blue light emergency campus phone, elevator phone or carport phone in a University-owned parking structure.

The University of Michigan Department of Public Safety (DPS) is a full service law enforcement agency. DPS police officers are licensed by the Michigan Commission on Law Enforcement Standards (MCOLES), and have the authority to investigate, search, arrest and use reasonable force as necessary to protect persons and property and to enforce the laws of the State of Michigan and the Ordinance of the Regents of the University of Michigan. DPS also employs Parking Enforcement Officers and Public Safety Officers who are not MCOLES-certified to have the powers of arrest.

University Police and Public Safety Officers patrol all campus buildings and grounds, Housing Security Officers specifically patrol residential facilities and Hospital Security Officers specifically patrol Hospital facilities. These patrols are designed to prevent and detect crimes and property loss from crime, fire and floods. Patrols are conducted 24 hours a day, seven days a week. Patrols are performed by officers on foot, in motor vehicles, and on motorcycles and bicycles. The Department of Public Safety maintains a communication center to monitor intrusion, robbery, fire, elevator, temperature, and maintenance alarms for University buildings. Appropriate response is determined and necessary action is taken. The communication center is operated 24 hours a day, seven days a week. The communication officers monitor radio communications from a variety of University departments as well as other public safety agencies.

The University Department of Public Safety has a cooperative relationship and works very closely with the Ann Arbor Police Department and the other local, state and federal law enforcement agencies in matters of mutual concern. The Washtenaw County Law Enforcement Mutual Aid Agreement assures that each police agency in Washtenaw County agrees to aid other agencies in need of law enforcement assistance, and is just one example of the cooperation between area police agencies. The University also contracts with other Michigan law enforcement agencies for athletic events or other special events.

Every DPS Officer is assigned to a district throughout the campus. Officers assigned within the same district work together as a team in partnership with University community members to reduce the fear of crime and the conditions that contribute to crime, and to increase the community's involvement in resolving these issues. Officers are encouraged to establish and maintain long-term working relationships with community members. Rather than solely reacting to events, district teams will take a preventive

approach to eliminating problems that cause crime or allow it to occur. Problem Oriented Policing principles are used as a means to attack the conditions that allow or contribute to crime, as well as other elements that detract from the quality of life.

On a requested basis, DPS officers make presentations that are designed to inform students and employees about DPS, security procedures and practices that aid in the prevention of crime, with a focus on individual and community responsibility for personal and property security and the security of others. Similar presentations are made to each session of new student and parent orientations.

An environmental safety design review committee meets regularly to develop short- and long-term standards and recommendations for existing buildings, landscaping, maintenance, and similar security issues, as well as new facility design criteria to improve the safety of the campus environment. Grounds crews routinely inspect shrubbery and lighting. (Lighting maintenance is a responsibility jointly shared by the University and the City of Ann Arbor.) Each light pole bears a number to facilitate immediate reporting of faulty lighting to the Department of Public Safety.

Ann Arbor Police Department

100 North Fifth Avenue
Ann Arbor, MI 48104

For an emergency off-campus, dial 911. The Ann Arbor Police Department will be the responding agency if you are using a non-University phone.

Non-Emergency	(734) 994-2911
Police Desk	(734) 994-2875
Crime & Drug Tip Line	(734) 996-3199
Neighborhood Watch & Crime Prevention	(734) 994-8775

Hours of operation:

- 24 hours a day, 7 days a week

The Ann Arbor Police Department is a full service law enforcement agency. In terms of crime prevention, the Department offers three programs which are of particular importance to members of the Ann Arbor community: Neighborhood Watch, Operation Identification, and the provision of educational programs.

The Neighborhood Watch Program encompasses 52 neighborhoods within the city of Ann Arbor and relies on volunteer Block Captains who relay neighborhood concerns and suspicions. It is strongly recommended that residents know the name and phone number of their Block Captain.

Operation Identification is a program which provides citizens with the knowledge and means to engrave valuables and commonly stolen items. The engraving tool may be borrowed, free of charge, from the Department.

Ann Arbor Fire Department

111 N. Fifth Avenue
Ann Arbor, MI 48104
(734) 994-2772 Non-emergency
911 Emergency

The Ann Arbor Fire Department provides a wide range of emergency services to the community. The department participates in a variety of fire prevention activities including public education, inspections, and investigations. The department also performs emergency medical response, water and ice rescues, technical rescues, hazardous material spill mitigation, and firefighting activities. Personnel are staffed within five fire stations who are on duty 24-hours-a-day to answer emergency and non-emergency requests.

Occupational Safety and Environmental Health (OSEH)

1239 Kipke Drive
Ann Arbor, MI 48109-1010
(734) 647-1143 Administration
763-6973 Biological and Laboratory Safety
763-4568 Environmental Laboratory
647-3120 Environmental Stewardship & Emergency Planning
763-4568 Environmental & Hazardous Materials Management
647-1142 Industrial Hygiene and Safety
647-1142 Operational Safety and Community Health
764-6200 Radiation Safety Service
936-2019 Scientific Diving Safety
615-6764 Fire Safety Service

www.oseh.umich.edu

Hours of operation:

- Monday-Friday 7:30 am - 4:30 pm
- After hours and weekends, contact the Department of Public Safety at (734) 763-1131

Recognized as a national leader for more than 40 years, the University of Michigan's Occupational Safety and Environmental Health (OSEH) Department is a vital link in the enhancement of a healthy and safe University environment where individuals pursue research and education, and enjoy the benefits the University has to offer.

OSEH's nine specialized program areas lead the University and support the surrounding community through partnership, guidance, and education to promote health, safety, protection of the environment, and regulatory compliance.

The combined technology, training, and expertise within each program area serve the safety and health needs of the University community. Comments, observations, inquiries, recommendations, concerns, or complaints regarding occupational safety and environmental health at the University may be directed to any program area.

The Fire Safety Bureau is responsible for ensuring compliance with applicable fire safety regulations. This responsibility is met through inspections, building plan reviews, consultations and fire safety awareness programs. Fire safety concerns, observations, inquiries and recommendations may be forwarded to this bureau.

ON-CAMPUS SUPPORT SERVICES

Counseling and Psychological Services (CAPS)

3100 Michigan Union
Ann Arbor, MI 48109-1349
(734) 764-8312
www.umich.edu/~caps

Hours of operation:

- Monday-Friday 8 am - 5 pm
- Fall & Winter: Tuesday 8 am - 8 pm
- Services free of charge for enrolled students

CAPS offers a variety of services aimed at helping students resolve personal difficulties and acquire the skills, attitudes, and knowledge that will enable them to take full advantage of their experiences at the University of Michigan.

CAPS services are free, confidential, and available to currently enrolled students. Services include: brief counseling for individuals, couples and groups; consultation to students, faculty, staff and parents; assistance with referrals to community resources; and crisis interventions.

UMHS Employee Assistance Program (EAP)

D2101 Medical Professional Building
1500 E. Medical Center Drive
Ann Arbor, MI 48109-5718
(734) 763-5409
email: eap@umich.edu
www.med.umich.edu/mworks/eap

Hours of operation:

- Monday-Friday 8 am - 5 pm
- After hours by appointment only
- Counselor available 24 hours/day, 7 days/week

The Employee Assistance Program (EAP) is a confidential, no cost service for UMHS faculty, staff, and their families. Our goal is to inspire ongoing individual and organizational development, while contributing to the health and well-being of the Health System community. We do this by providing brief counseling and coaching services, mediation services, crisis intervention, assessment and referral, educational and training programs, and supervisor, staff, and team consultation.

Faculty and Staff Assistance Program (FASAP)

2076 Administrative Services Building
1009 Greene St.
Ann Arbor, MI 48109-1432
(734) 936-8660
www.umich.edu/~fasap

Hours of operation:

- Monday 8 am - 6 pm
- Tuesday-Friday 8 am - 5 pm
- Call for an appointment

FASAP is a resource for all University of Michigan faculty and staff. FASAP's purpose is to provide confidential assessment, problem resolution counseling and referral recommendations, when needed, to individuals with personal concerns or problems in areas such as interpersonal or marital relations, family problems, and emotional difficulties, such as depression or anxiety. These services are fully paid by the University, at no cost to faculty and staff. FASAP offers a variety of educational Brown Bags on emotional health topics, which can be held in University departments or units upon request.

IT User Advocate

Arbor Lakes, Bldg. 3, Room 2131
4251 Plymouth Road
Ann Arbor, MI 48105-3640
(734) 647-6396
abuse@umich.edu
www.umich.edu/~itua

The User Advocate oversees responsible use of computing resources at the University. The User Advocate investigates reports of violations and works within the University community to ensure that information technology policies are followed. Users are asked to contact the User Advocate if an abuse of University computing resources is suspected, including:

- harassing messages,
- spam from within the University,
- digital copyright infringement, or
- misappropriation of computing resources for commercial use.

Policies for members of the University community regarding proper use of information technology resources can be viewed at: spg.umich.edu/pdf/601.07-0.pdf.

Information Technology Security Services (ITSS)

122 Boyer
201 E. Hoover
Ann Arbor, MI 48109-3704
security@umich.edu
www.safecomputing.umich.edu

Universities frequently are the targets of attempts to disrupt operations and to access sensitive information without authorization. Information Technology Security Services (ITSS) collaborates with individual UM units to respond to security incidents effectively and consistently, and to mitigate their negative impact.

Users of University information resources are asked to assist in these efforts by promptly reporting any IT security incidents. The types of incidents to report include:

- unauthorized exposure of private personal information (which may lead to identity theft or misrepresentation).
- computer break-ins and other unauthorized use of U-M systems or data.
- equipment theft or loss
- interference with the intended use of IT resources.

All incidents should be reported to the IT security coordinator designated by the school, college or department, or by contacting security@umich.edu.

Office of Lesbian Gay Bisexual and Transgender Affairs

3200 Michigan Union
Ann Arbor, MI 48109-1308
(734) 763-4186
e-mail: lgba@umich.edu
www.umich.edu/~lgba

Hours of operation:

- Monday-Friday 9 am - 5 pm

The Office of Lesbian Gay Bisexual Transgender Affairs provides a variety of services to LGBT students, faculty, staff and their families and friends. We offer programs, events, LGBTA ally training, speakers bureau panels, crisis intervention, a resource library and information and referral services. We also offer support groups, a harassment reporting system, intern and research opportunities, and leadership training and development. Through our staff, interns and volunteers the Office participates in building coalitions with other campus organizations as well as with other LGBT programs on college campuses around the country.

Mediation Services for Faculty & Staff (MSFS)

2072 Administrative Services Building
1009 Greene St.
Ann Arbor, MI 48109-1432
(734) 615-4789
www.umich.edu/~mediate

Hours of operation:

- Monday-Friday 8 am - 5 pm
- Appointments may be made before and after work if needed
- Call for an appointment

Mediation Services for Faculty and Staff is a problem-solving resource for any faculty or staff member with concerns about their workplace or employment, or a dispute with others in the workplace.

The service provides private consultation and/or professionally facilitated mediation to help resolve a work-related concern or disagreement. These services are fully paid by the University, at no cost to faculty and staff. Mediation Services offers a variety of educational Brown Bags on Conflict Management, which can be held in University departments or units upon request. See our website for further detail.

Office of the Ombuds

6015 Fleming Administration Building
Ann Arbor, Michigan 48109-1340
(734) 763-3545
www.umich.edu/~ombuds
ombuds-DSA@umich.edu

Hours of operation:

- Monday-Friday 8 am - 5 pm
- Walk-in consultations are available
- Call to schedule appointments

The Office of the Ombuds provides impartial, informal, and confidential assistance to students in the resolution of problems or disputes involving the University. The Ombuds works for the fair treatment of all parties involved. The Ombuds helps students understand University policies, their rights and resources available to them, and options for solving problems. It also identifies problem and conflict areas within the University and recommends improvements.

Sexual Assault Prevention and Awareness Center (SAPAC)

715 North University, Suite 202
Ann Arbor, MI 48104-1611
(734) 998-9368
(734) 936-3333 (24-hour crisis line)

Hours of operation

- Monday-Friday 8 am - 5 pm
- 24-hour crisis line

SAPAC is the designated office at the University of Michigan to provide services around issues of sexual assault, dating and domestic violence, stalking and sexual harassment. Services include: educational programs; professional training; advocacy for survivors; 24-hour crisis line and in-person outreach services, assistance in dealing with the criminal justice, medical and/or university systems; and professional consultation for individuals working with survivors in particular University contexts.

Student Conflict Resolution

G121 South Quadrangle
Ann Arbor, MI 48109-1372
(734) 936-6308
www.umich.edu/~oscr

Hours of operation:

- Monday-Friday 8 am - 5 pm
- Call for an appointment or stop by the office

The Office of Student Conflict Resolution (OSCR) is responsible for administering the University's Statement of Student Rights and Responsibilities. The Statement sets forth the values of our University community, establishes the types of behaviors which violate those values, and establishes a process for resolving allegations of misconduct. OSCR reviews and investigates alleged student misconduct and provides support to accused students as well as persons submitting complaints. OSCR provides mediation services as an integral part of the conflict resolution process. OSCR also educates the University community about the standards set forth in the Statement.

OFF-CAMPUS SUPPORT SERVICES

Domestic Violence Project/ Safe House Center

P.O. Box 7052
Ann Arbor, MI 48107
(734) 973-0242 - Business Office
(734) 995-5444 24-hour help line

Hours of operation:

- Monday-Friday 8 am - 5 pm
- 24-hour shelter and help line

The Domestic Violence Project, Inc./Safe House Center is a private, non-profit organization working to end domestic violence and sexual assault in Washtenaw County. This program offers emergency shelter (open 24 hours), legal advocacy, crisis intervention, advocacy, residential and non-residential counseling, drop-in support groups, children's programs, and follow-up services. Safe House Center staff also are available for professional training and consultation.

Services are free to those who live or work in Washtenaw County.

SOS Community Services

Housing Crisis Center – 114 North River Street
Ypsilanti, MI 48198
(734) 484-4300
Business Office – 101 South Huron
Ypsilanti, MI 48197
(734) 485-8730

Hours of operation:

Housing Crisis Line
9 am - 5 pm Monday-Friday
Walk-In hours
9 am - 4 pm Monday, Tuesday, Thursday, Friday
9 am - 8 pm Wednesday
Business hours: 9 am - 5 pm, Monday-Friday

SOS responds to housing economic crises, including homelessness and hunger. SOS also provides shelter and comprehensive support services for homeless families. All services are free to Washtenaw County residents.

UNIVERSITY PROGRAMS

The Office of Institutional Equity

2072 Administrative Services
1009 Greene St.
Ann Arbor, MI 48109-1432
(734) 763-0235
(734) 647-1388 TTY
www.umich.edu/~hrraa/oie

Hours of operation:

- 8 am - 5 pm Monday-Friday
- After hours by appointment only

The Office of Institutional Equity (OIE), a unit of University Human Resources, provides the delivery of programming and services for faculty, staff, students, and management to support diversity, inclusiveness, equal access, equitable treatment, and cultural understanding and competency.

The Office provides training and consultation on achieving and supporting diversity in the workplace, on Americans with Disabilities Act issues, and on preventing and resolving discrimination and discriminatory harassment.

The mission of the Office of Institutional Equity is to provide leadership and support on matters relating to equity, diversity, respect and inclusiveness for all members of the University of Michigan community. OIE staff provides guidance, support and delivery of programming services and educational initiatives to University faculty, staff, and students to support diversity, inclusiveness, equal access, equitable treatment, cultural understanding and the prevention of prohibited discrimination and harassment.

OIE oversees, facilitates and supports the University's efforts to ensure equal opportunity for all persons regardless of race, sex,* color, religion, creed, national origin or ancestry, age, marital status, sexual orientation, disability, or Vietnam-era veteran status in employment, educational programs and activities, and admissions.

(*Includes discrimination based on gender identity and gender expression).

To fulfill our mission, the Office of Institutional Equity provides:

- Information, consultation, training and resources to the University community with regard to diversity, harassment, and discrimination prevention, affirmative action, equal opportunity and disability matters;

- Individual consultation with University managers, supervisors, staff, faculty, students, and administrators;
- A mechanism for responding to complaints of harassment and discrimination;
- Oversight of and support for the University's compliance efforts in the areas of equal opportunity, affirmative action, harassment and discrimination prevention, and compliance with all applicable State and Federal civil rights laws.

Multi-Ethnic Student Affairs (MESA) (William Monroe Trotter Multicultural Center)

2202 Michigan Union	1443 Washtenaw Ave.
Ann Arbor, MI 48109-1349	Ann Arbor, MI 48104-3120
(734) 763-9044	(734) 763-3670

Hours of operation:

- Monday-Friday 8 am - 5 pm
- Appointments can be made during the lunch hour if needed

Multi-Ethnic Student Affairs (MESA) is an active partner in the development of students of color — addressing racial/ethnic identity development, cross-cultural competency and personal empowerment. MESA also exists to promote and sustain a sense of community and involvement for all students of color. The staff believes that maturing communities are essential for the holistic well-being and educational satisfaction of students. Lastly, through MESA's programs and services, the staff endeavors to create a campus inclusive for all students, which embraces many identities and experiences.

Department of Public Safety Oversight Committee

2005 Wolverine Tower
Ann Arbor, Michigan 48109-1281
(734) 647-7292

The function of this independently elected Committee, as provided by Michigan Public Act 120 of 1990, is to receive and address grievances and complaints by persons against Public Safety police officers or the Department of Public Safety. The Committee may make recommendations concerning such grievances to the Executive Vice President and Chief Financial Officer, including recommendations for disciplinary action.

To get information or to file a complaint, call (734) 647-7292, email ositecom@umich.edu or stop by the Wolverine Tower office.

Risk Management Services

Argus II Building
400 South Fourth Street
Ann Arbor, Michigan 48103-4816
(734) 764-2200 - Office
1-800-863-1355 Anonymous Tip Line
(to report fraud, theft, and arson)
www.umich.edu/~riskmgmt

Hours of Operation:

- Monday-Friday 8:00 am - 5:00 pm

The mission of Risk Management Services is to minimize the adverse affects of loss due to accidents or other unforeseen events that may be inflicted upon the physical and human assets of the University.

Risk Management Services:

- identifies and analyzes risk and assesses loss potential
- develops/implements loss funding and risk financing mechanisms (insurance coverage)
- eliminates/reduces risk through the loss prevention and safety programs
- handles claim control and litigation management

Campus Safety and Security Advisory Committee (CSSAC)

The Campus Safety and Security Advisory Committee is composed of 15 members of which six are faculty, six are staff, and three are students. The committee is charged with the following responsibilities:

1. To serve as a contact point for the members of the University Community who wish to raise issues regarding safety, security, and the prevention of violence.
2. To advise the Provost and the EVPCFO in conjunction with the Associate Vice President for Facilities and Operations (AVPFO) regarding issues relating to campus safety, security and the prevention of violence. The committee will make recommendations and prepare reports as needed, and shall submit an annual report outlining the issues addressed the preceeding year to the Provost, EVPCFO and AVPFO.
3. To review Department of Public Safety (DPS) policies and procedures, annual crime and service data, and to advise the Director of DPS regarding issues which are identified through such review.

The Campus Safety and Security Advisory Committee welcomes input and feedback from the University and Ann Arbor communities. Due to the nature of the committee's responsibilities, communication should not be of an emergency nature. Communications may be sent to safety&security@umich.edu.

Work~Connections

Argus II Building
400 South Fourth Street
Ann Arbor, MI 48103-4816
(734) 615-0643
(877) 869-5266 (UMWKCON) Toll Free
(734) 936-1913 Fax
work.connections@umich.edu
umich.edu/~connect

Hours of Operation:

- 8 am - 5 pm Monday-Friday

Work~Connections is an integrated disability management program designed by the University of Michigan to assist and support faculty, staff and students when employees experience an illness or injury, during the subsequent recovery, and through successful return to work.

Illness or Injury Reporting Standard

- Report all work-related injuries and illnesses to Work~Connections within 24 hours. Illness/Injury Report forms are available online: (<http://www.umich.edu/~connect>). Please FAX completed report to (734) 936-1913. Verbal reports can be taken by calling (734) 615-0643.
- Report non-work related disability events, resulting in ten or more days away from the workplace to Work~Connections to receive disability management assistance.

For additional information, visit our website at:
www.umich.edu/~connect or call (734) 615-0643.



The Regents of the University of Michigan:

Julia Donovan Darlow, Ann Arbor; Laurence B. Deitch, Bingham Farms; Olivia P. Maynard, Goodrich; Rebecca McGowan, Ann Arbor; Andrea Fischer Newman, Ann Arbor; Andrew C. Richner, Grosse Pointe Park; S. Martin Taylor, Grosse Pointe Farms; Katherine E. White, Ann Arbor; Mary Sue Coleman, *ex officio*

The University of Michigan, as an equal opportunity/affirmative action employer, complies with all applicable federal and state laws regarding nondiscrimination and affirmative action, including Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973. The University of Michigan is committed to a policy of nondiscrimination and equal opportunity for all persons regardless of race, sex,* color, religion, creed, national origin or ancestry, age, marital status, sexual orientation, disability, or Vietnam-era veteran status in employment, educational programs and activities, and admissions. Inquiries or complaints may be addressed to the Senior Director for Institutional Equity and Title IX/Section 504 Coordinator, Office for Institutional Equity, 2072 Administrative Services Building, Ann Arbor, Michigan 48109-1432, (734) 763-0235, TTY (734) 647-1388. For other University of Michigan information call (734) 764-1817.

* Includes discrimination based on gender identity and gender expression.