

**Gannon University
Annual Security Report
Annual Fire Safety Report
2014**

October 1, 2015



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Gannon University Annual Security Report for calendar year 2014

Overview

Gannon University provides state-of-the-art police and security services to the campus. The Gannon Police Department has a budgeted force of 11 police officers with full powers of law enforcement and arrest. Our police officers are armed and patrol the campus on foot, on bicycles, and in vehicles. If minor offenses involving University rules and regulations are committed by a Gannon student, the police may refer the individual to the Gannon University disciplinary officer. Gannon Police personnel work closely with local, state, and federal law enforcement agencies, including the Federal Bureau of Investigation, the Secret Service, and the Department of Justice, regarding campus events, regional law enforcement matters, training, and significant investigations. Gannon has a written Memorandum of Understanding with the City of Erie Pennsylvania governing the relationship between Gannon and the Erie Police Department. The two agencies work closely together, coordinating patrols, working together on various investigations, and sharing information. The Erie Police notify the Gannon Police if a member of the Gannon community is the victim of a crime within its jurisdiction.

In addition to Gannon's Police Department, a staff of security officers and civilians is responsible for security in buildings and campus-wide alarm monitoring. Our network of 14 emergency call boxes across the campus provides immediate access to police, fire, and medical services in emergencies. The University has invested significantly in outdoor lighting improvements and continues to review and improve security infrastructure each year. This includes additional call boxes, security cameras, and access control devices.

Access to ten residence housing buildings are controlled by an electronic access system and exterior ground-level dorm windows are equipped with security screens. Ten smaller housing units are controlled by keyed locks.

Many services are available on campus to contribute to safety, including daytime and nighttime shuttle bus services. In addition, a walking security escort service is available; GUEST, throughout the academic year beginning at 5:00 p.m. and during summer sessions at 6:00 p.m. The service continues until 1:00 a.m. Sunday through Thursday, and until 2:00 a.m. on Friday and Saturday, with the exception of semester and holiday breaks.

Replacement or temporary ID cards and a lock-out service are provided around the clock.

We also provide detailed information on campus crime through e-mail networks, brochures, safety presentations, and on our Police and Safety website. Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety-related incidents to the Gannon Police in a timely manner.

Gannon Police and Safety maintains a Daily Crime Log that records all crimes which occur on campus, as well as all crimes in non-campus buildings, on non-campus property, or on certain public properties that are within the patrol jurisdiction of the campus police and reported to the campus Police and Safety. Each Crime Log records incidents by the date they were reported. The log records the nature, date, time, general location, and disposition of each offense. The Daily Crime Log is available at the Police and Safety office and on the Police and Safety website.

Anyone may report a crime or an emergency by calling the Gannon Police at 814.871.7690, by dialing 911 from any campus phone, or by pressing the red button on an emergency call box. Members of the Gannon community receive a timely warning about any incidents that represent a serious or ongoing

threat to the campus community. These warnings are described further below. Safety on our campus depends on a partnership among Gannon University's Police and Security professionals, students, faculty, and staff. We are pleased to provide this summary, consistent with guidelines and requirements from the U.S. Department of Education, of campus security and fire safety activities and statistics for the past calendar year. We welcome your comments, questions, and suggestions concerning campus safety, which may be directed to the Office of Finance and Administration (814.871.7423). This office is responsible for overseeing police and security operations on campus. General information about safety at Gannon is posted at [How safe is Gannon](#).

Policies, Procedures, and Programs

In addition to a full array of police and security services, the University has policies, procedures, and programs that are intended to help promote safety on campus. Consistent with federal and state requirements, these are included here for general information. Further information regarding a specific policy application is available through the portal in the institutional Policy Manual (IPM) and on [Living on Campus](#).

Procedure regarding access through electronically controlled entries

Many campus buildings are open and accessible during normal business hours. Access to some of these buildings is also controlled by electronic access after normal business hours. Only University personnel their guests, and students requiring late night access are allowed inside University buildings. Gannon Police and Security officers patrol these buildings.

Entryway doors to ten residence halls and some other academic and office spaces are controlled by electronic access, even during the day. Entry to most housing facilities is available only by card access 24 hours a day. Access to electronically controlled Residence housing for Gannon University is administered by the Gannon Police and Safety Office, in consultation with the Office of Residence Life.

Policy regarding illicit drugs and alcohol

The unlawful possession, use, or distribution of illicit drugs and alcohol by students, faculty or staff on University-owned property or as part of a University activity is generally prohibited. The exception is small amounts of alcohol may be possessed and consumed in identified and approved over twenty-one housing and certain approved University events which are defined in the IPM and Student handbook.

The University has a drug and alcohol abuse prevention program in place.

The Department of Human Resources distributes information about the prevention program to all faculty and staff each year. The University has a drug-free workplace policy and provides an awareness program to inform employees of the dangers of substance abuse and the availability of counseling and other assistance.

For students, information about drug and alcohol use on campus is contained in the [Student Handbook](#) and various other department-level publications. The Gannon Police investigate all reports of illegal activity involving drugs and alcohol; referring cases for criminal prosecution where evidence warrants per state and federal law. Violators are subject to University disciplinary action, criminal prosecution, fine and imprisonment.

Policy regarding monitoring of criminal activity by students in off-campus organizations

Officially recognized student organizations located or conducting events off campus are subject to the same rules and regulations governing on-campus organizations and events. The Gannon University Police conduct routine patrols of the areas surrounding the campus where these organizations may be located. Criminal activity by students occurring in off-campus organizations is subject to all applicable state and municipal laws, as enforced by the Gannon University and Erie Police Departments. In addition, the Gannon Police report violations of law to the Office of Student Conduct for disciplinary review. Information about this policy is contained in the [Student Handbook](#).

Policy regarding possession of various weapons

The possession or use of explosives, incendiary materials, or weapons, including guns, on University property by students, faculty, staff, or visitors is prohibited except for Gannon Police and other certified law enforcement officers.

Procedure regarding security considerations in construction, renovation, repair, and maintenance

A formal set of standards governs security installations and security-related design in facility renovation and new construction. Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Police and Security officers and the staff of the office of Residence Life regularly report malfunctioning lights and other unsafe physical conditions to the Physical Plant Department for correction. The Physical Plant Department also monitors areas in need of physical repair and maintenance, with security repairs for residential areas available 24 hours a day.

Policy regarding sexual assaults

PHILOSOPHY

Faithful to its mission as an educational community and Catholic University, Gannon University (hereinafter referred to as "University") affirms and promotes the fundamental dignity and respect accorded to all people by virtue of their common humanity. Both Scripture and Christian tradition affirm this, beginning with the book of Genesis: "In the divine image...male and female God created them" (Genesis 1:27). Sexual misconduct violates this basic right of each individual to be treated as a person worthy of respect and is in direct contradiction with the University's Mission.

The University is committed to maintaining a safe environment free from sexual misconduct and, therefore, will not tolerate sexual misconduct of any kind. In an ongoing effort to prevent sexual misconduct, the University provides education and prevention programs, investigates complaints of sexual misconduct and dispenses corrective or disciplinary action where appropriate. The University will also provide information on obtaining appropriate counseling and medical care and provide complainants with information on pursuing criminal and University disciplinary actions.

Behaviors that contribute to or constitute sexual misconduct have no place at Gannon University, where people are expected to learn and develop to their full potential. Through the sexual misconduct policy and protocol, the University seeks to provide a consistent, caring and timely response when these behaviors occur within the University community. Support and information will be available to assist students in making decisions throughout the reporting/investigating process. This policy applies to student behavior whether on or off campus, as it affects all University students.

All students, faculty and staff, as well as members of the public participating in University activities, have the right to an environment free from sexual misconduct. Violence, abuse, intimidation and/or retaliation directed toward another person violate the University's Code of Conduct and Pennsylvania State laws. Members of the University community are expected to comply with University policies and guidelines in addition to federal, state and local laws whether on or off campus.

POLICY

Sexual Misconduct is defined as any activity of a sexual nature that violates another individual's physical and/or emotional well-being or personal space without that person's explicit consent. Sexual misconduct incorporates a range of behaviors including rape, sexual assault (which includes any kind of nonconsensual sexual contact), sexual harassment, relationship violence, stalking, and any other conduct of a sexual nature that is nonconsensual, or has the purpose or effect of threatening, intimidating, or coercing a person(s). Sexual misconduct occurs when there is a lack of mutual consent about sexual activity or if there is ambiguity about whether consent has been given.

Behaviors that violate the Sexual Misconduct Policy include, but are not limited to the following:

Sexual Assault: Any type of sexual contact or behavior that occurs without the explicit consent of the other person or is obtained through the use of force, threat of force, intimidation or coercion. This includes but is not limited to the following:

Sexual intercourse (anal, oral or vaginal) with some penetration, however slight by another person or with any object by another person, and any sexual contact, however slight, by another person or with any object, by another person.

Rape: Sexual intercourse by forcible compulsion or threat of forcible compulsion.

- Compulsion can be use of physical, intellectual, moral, emotional or psychological force, either expressed or implied.
- It also includes sexual intercourse with a person who is unconscious or unaware that sexual intercourse is occurring or when their power to resist has been substantially impaired by drugs, alcohol or other means.

Sexual Contact: Includes intentional contact with breasts, buttocks, groin, genitals, mouth or other bodily orifices of another person or touching another person with any of these body parts or making another person touch you or themselves with any of these body parts. It also includes intentional contact with any bodily part in a sexual manner.

Stalking: A course of conduct directed at a person that would cause a reasonable person to fear death, sexual assault, or bodily injury to that person or to the person's family. **Course of conduct** includes any behaviors or activities occurring on more than one occasion that collectively instill fear.

Stalking behaviors and activities may include, but are not limited to:

- Non-consensual communication, including face-to-face communication, telephone calls, voice messages, e-mails, text messages, written letters, gifts, or any other communications that are undesired and place another person in fear.

- Pursuing, following, waiting, or showing up uninvited at or near a residence, workplace, classroom, or other places frequented by the victim.
- Surveillance or other types of observation including staring, and/or peeping.
- Trespassing and/or vandalism targeted at a specific person.
- Gathering information about an individual from friends, family, and/or co-workers.

Cyber-stalking: A particular form of stalking in which threatening behavior or unwanted sexual advances directed at another person using electronic media such as: web pages, social networks, blogs, cell phones, texts, or other online and computer contact.

Some examples of cyber-stalking include, but are not limited to:

- Unwelcomed/unsolicited emails.
- Instant messages and messages posted in on-line bulletin boards.
- Unsolicited communications about a person, their family, friends, or co-workers.
- Sending/posting unwelcomed and unsolicited messages with another username.
- Using electronic devices or software to track and/or obtain private information and to contact and/or post threatening or personal information.

Relationship Violence: Also referred to as intimate partner violence, dating and/or domestic violence. It occurs when a current or former intimate partner uses force, threats, and/or intimidation in order to exert power and control over another person. It is defined as a pattern of physically, sexually, verbally, and/or emotionally abusive behavior that over time, can cause fear and/or harm in a dating relationship or marriage.

Sexual Harassment: Sexual harassment involves the behavior of a person of the opposite or same sex, and occurs when such behavior constitutes unwelcome sexual advances, unwelcome requests for sexual favors, and other unwelcome verbal or physical behavior of a sexual nature and is so severe, pervasive and objectively offensive that it has the purpose or effect of substantially interfering with a person's academic performance, employment or equal opportunity to participate in or benefit from University programs or activities or by creating an intimidating, hostile or offensive working or educational environment.

Examples of sexual harassment include, but are not limited to the following behaviors:

- Sexually degrading words or gestures to describe an individual.
- Unnecessary touching, patting, pinching, or brushing another's body or clothing.
- Comments about an individual's body, clothing or lifestyle which have sexual implications.
- Repeated offensive sexual flirtation, leering or ogling.
- Display of sexually demeaning objects, pictures, or cartoons in hallways, outdoor areas and rooms publicly accessible to members of the University community, including offices.
- Conduct of a sexual nature that interferes with an individual's academic or work performance or creates an intimidating, hostile or offensive environment.
- Implied or direct threats or insinuations that an individual's refusal to submit to sexual advances will adversely affect the individual's status, evaluation, wages, advancement, duties or career development.

DEFINITIONS

Advisor -The role of the advisor is to advise and support the student during the course of the complaint process. The advisor may accompany the student to all meetings relating to the disciplinary proceedings. The advisor may not appear in lieu of the student or otherwise represent their advisee during the process.

Amnesty- Victims of sexual assault who are using alcohol or drugs at the time of the assault will be given immunity from violations of the University alcohol or drug policy.

Coercion: The use of emotional manipulation to persuade someone to do something they do not want to do.

- Can take the form of pressure, threats, intimidation, or the use of physical force, either expressed or implied, which places a person in fear of immediate harm or physical injury.
- Can also take the form of pressure to consume alcohol or other drugs prior to engaging in a sexual act.

Complaint: A formal allegation of wrongdoing or violation of the sexual misconduct policy that may result in a formal investigation.

Complainant: For the purposes of this policy, the recipient or target of alleged sexual misconduct will be referred to as the complainant. They are also often referred to as the victim or survivor in sexual misconduct investigations. It should be noted that an investigation of sexual misconduct may be initiated by someone who is not necessarily the recipient or target of the sexual misconduct. Filing a complaint does not automatically imply that formal disciplinary charges will occur.

Complicity: Presence during any violation of University Policy in such a way as to condone, support, or encourage the attempted or carried out violation.

Consent: Consent is defined as clear permission between individuals. Consent must be positively established. It is never presumed. To consent to something means you confidently agree to participate based on your own free will without any influence or pressure.

- Consent is informed, knowing, and voluntary.
- Consent is demonstrated through mutually understandable words and/or actions that clearly indicate a willingness to engage in sexual activity.
- In the absence of an outward demonstration, consent does not exist.
- Consent to engage in sexual activity must exist from beginning to end of each instance of sexual activity.
- Consent to engage in sexual activity may be withdrawn by either party at any time. Withdrawal of consent must also be outwardly demonstrated by words or actions that clearly indicate a desire to end sexual activity. Once withdrawal of consent has been expressed, sexual activity must cease.
- A previous sexual relationship, and/or current relationship, may not, in itself, be taken to imply consent.
- Consent does not exist if it results from the use of physical force, intimidation, coercion or incapacitation. If a sexual act is occurring and physical force,

intimidation, coercion or incapacitation develops, there is no longer consent.

- Consent cannot be given if a person is impaired, incapacitated by alcohol or drugs, underage, mentally challenged, unconscious, or asleep.
- Use of alcohol or drugs does not diminish one's responsibility to obtain consent, and does not excuse conduct that constitutes sexual misconduct under this policy.

Incapacitation: The inability, temporarily or permanently, to give consent, because someone is mentally and/or physically helpless, unconscious, or unaware due to drug or alcohol consumption (voluntarily or involuntarily), or for some other reason. Incapacitation means a person does not have the ability to give consent.

Investigation: A fact-finding inquiry into a complaint.

Investigation Team: The Investigative Team consists of individuals who are trained to investigate violations of the University sexual misconduct policy.

Investigative Summary: A summary written by the Investigative Team, based on interviews with the respondent, witnesses, complainant and any other source of information obtained during the investigation. This summary will be part of the documentary record and will be presented to the Sexual Misconduct Committee.

No Contact Order - This order prohibits any attempt to contact or respond to any communication from each other, directly or indirectly. Violations of a no contact order including any attempts to harass, threaten, or intimidate participants by any means, including electronic media, will be grounds for disciplinary action.

Respondent: A person against whom a complaint of sexual misconduct is made.

Retaliation: Intimidating conduct or other acts against anyone involved in or connected to an allegation of sexual misconduct. This can include, but is not limited to: texts, emails, conversations, phone calls or other contact, whether directly or through a third party, friends or acquaintances. All forms of retaliation are prohibited.

Sexual Misconduct Committee (SMC): The University body charged with hearing complaints of student-to-student sexual misconduct.

Witness: Any person (as determined by the Investigative Team) who may have information about the incident in question.

REPORTING

An individual who believes that he or she is the victim of sexual misconduct or has witnessed an incident of sexual misconduct is encouraged to make a report. The University encourages all individuals to seek assistance from a medical provider and/or law enforcement immediately after an incident of sexual misconduct. This is the best option to ensure preservation of evidence and to begin a timely investigative and remedial response. The University will help any community member to get to a safe place and will provide transportation to the hospital, coordination with law enforcement and information about on- and off-campus resources and options for resolution.

Privacy and Confidentiality

Victims of sexual misconduct who are not ready to inform the University may contact the psychologists/counselors and nurses at Gannon University's Counseling and Health Services in total confidence by calling 814-871-7622. A victim may also reach out to the priests in the office of Mission and Ministry for confidential support by calling 814-871-7435. These campus professionals can legally maintain the confidentiality, which means no disclosure unless there is an imminent risk to self or others.

Emergency and External Reporting Options

SafeNet 814-455-1774 (24-hr. Crisis Hotline- 814-454-8161)-Relationship Violence

Erie Crime Victim Center 814-455-9414 (Crisis or Sexual Violence Advocate 1- 800-352-7273)

Erie Police Department: 814-879-1125 or 911

UPMC Hamot: 814-877-6000

UPMC Crisis Network: 1-888-796-8226

St. Vincent Hospital: 814-452-5000 (ask for Emergency Dept.)

Campus Reporting Options

Anyone who believes that he or she is the victim of sexual misconduct or has witnessed an incident of sexual misconduct whether it occurred on or off campus is encouraged to make a report to any of the following resources.

Campus Police and Safety	814-871-7000	Available 24 hrs., 7 days
On-Duty Residence Director	814-871-7000	Available 24 hrs., 7 days
Student Conduct Officer	814-871-7224	Mon. to Fri. 8 a.m. to 4 p.m.
Commuter Life Staff	814-871-7000	Mon. to Fri. 8 a.m. to 4 p.m.
Academic Program Directors	Various University Numbers	Mon. to Fri. 8 a.m. to 4 p.m.
Coaches	Various University Numbers	Mon. to Fri. 8 a.m. to 4 p.m.
Title IX Officer	814-871-5615	Mon. to Fri. 8 a.m. to 4 p.m.

All reports of sexual misconduct will be handled in confidence to the extent allowed by law. The information reported will be shared only with those University employees who will assist in aiding the victim, conducting the investigation and/or the resolution of the complaint. The University will respect the privacy of all parties involved in a report of sexual misconduct.

The student may request confidentiality when reporting an assault to University by requesting that his or her identity be omitted from the report. When a victim requests confidentiality, it may limit the University's ability to thoroughly investigate and respond. A witness reporting an assault to the University may remain anonymous by requesting that his or her identity be omitted from the

report. The request will be reviewed by the Title IX Coordinator in consultation with the Investigative Team. Although rare, there are times when the University may not be able to honor a victim's request in order to provide a safe, non-discriminatory environment for all students.

When weighing a victim's request for confidentiality or that no investigation or discipline be pursued, the Title IX Coordinator will consider a range of factors, including the following:

- The increased risk that the alleged perpetrator will commit additional acts of sexual or other violence, such as:
 - whether there have been other sexual violence complaints about the same alleged perpetrator;
 - whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of violence;
 - whether the alleged perpetrator threatened further sexual violence or other violence against the victim or others;
 - whether the sexual violence was committed by multiple perpetrators;
- whether the sexual violence was perpetrated with a weapon;
- whether the victim is a minor;
- whether the University possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras or personnel, physical evidence);
- whether the victim's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors may lead the University to investigate and, if appropriate, pursue disciplinary action. If none of these factors is present, the University will likely respect the victim's request for confidentiality.

If the University determines that it cannot maintain a victim's confidentiality, the University will inform the victim prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the University's response.

The University will remain ever mindful of the victim's well-being, and will take ongoing steps to protect the victim from retaliation or harm and work with the victim to create a safety plan.

Retaliation against the victim, whether by students or University employees, will not be tolerated.

In order to facilitate reporting the Student Conduct Officer will grant amnesty to the victim and may choose to grant amnesty to witnesses for behavior that otherwise would be considered a violation of University policy (for example consuming alcohol underage or illegal drugs).

Standard for Determining Responsibility

The standard used to determine accountability is the preponderance of the evidence that, more likely than not, the accused has violated the sexual misconduct policy.

Informal Procedures

A complainant may elect to pursue an informal resolution for all allegations of sexual misconduct except for sexual assault. An informal resolution is designed to resolve complaints quickly, efficiently and to the mutual satisfaction of all parties involved. Informal resolutions include: but are not limited to,

- Mediation of the complaint conducted by the Student Development staff in appropriate cases.

- Agreement in which one or more of the parties involved agrees to accept discipline in the form of a warning, censure, probation, or other such disciplinary action as may be warranted by the circumstances.
- Both the complainant and accused must agree to engage in informal resolution. Either party can end the informal resolution process at any time, for any reason, and begin the process to pursue formal conduct proceedings. The Student Conduct Officer or their designee has the discretion to determine if it would be inappropriate to informally mediate any particular sexual misconduct complaint.

Rights of Complainant of sexual assault

1. The right to have any and all alleged violations treated with seriousness, dignity, and confidentiality. This includes an investigation by University officials and/or law enforcement, adjudication, or mediation to bring closure to the incident.
2. The right to be informed of University and community resources, including, but not limited to, the Campus Police and Student Health and Counseling Services.
3. The right to a prompt and equitable resolution to the complaint. All investigations will examine the preponderance of the evidence presented.
4. The right to have an advisor present during all meetings relating to the disciplinary proceedings.
5. The right, upon request, to have a no-contact order filed prohibiting any communication or contact including but not limited to verbal, written, electronic or third-party communication.
6. The right to request an academic and/or housing assignment change.
7. The right to recommend witnesses during a University investigation.
8. Accommodations will be made for the complainant if they are not comfortable being in the same room as the other party.
9. The right to be notified of the outcome of SMC proceedings in writing.
10. The right to appeal the finding of a University SMC proceeding within the University's appeal guidelines as defined herein.

Rights of Respondent of a sexual assault

1. The right to have any and all alleged violations treated with seriousness, dignity and confidentiality.
2. The right to be informed of University and community resources, including, but not limited to, the Campus Police and Student Health and Counseling Services.
3. The right to a prompt and equitable resolution to the complaint. All investigations will examine the preponderance of the evidence presented.
4. The right to have an advisor present during all meetings relating to the disciplinary proceedings
5. The right, upon request, to have a no-contact order filed prohibiting any communication or contact including but not limited to verbal, written, electronic or third-party communication.
6. The right, upon request, to review options for academic and/or housing assignment changes after an alleged sexual assault.
7. The right to recommend witnesses during a University investigation.
8. Accommodations will be made for the respondent if they are not comfortable with being in the same room as the other party.
9. The right to be notified of the outcome of SMC proceedings in writing.
10. The right to appeal the finding of a University SMC proceeding within the University's appeal guidelines as defined herein.

Formal Procedures

Investigation

Timelines

The University will investigate complaints in a timely manner and aims to complete all sexual misconduct cases within sixty days.

The University strives to complete the investigative process within the time frame listed below. This time period may be shorter or longer depending on the circumstances including, but not limited to, the complexity of the case and the availability of witnesses. If, for any reason, the investigation is not completed within the time frames, a written explanation will be provided to both the complainant and the respondent.

All days listed below are University business days.

Investigation Phase	30 days from the complainant making the initial report.
Investigative Report	5 days from the completion of the Investigation.
Review Process	5 days from completion of the Investigative report.
Hearing	14 days within completion of the Investigative report.
Appeals	5 days after the notification of the SMC's decision.

Once a report has been made, an investigation will be conducted. The University aims to complete the investigation within 30 business days. At times the investigation may take longer. The University's investigative process is not a criminal investigation, and it does not take away the complainant's right to pursue a criminal investigation. The University process may be conducted separately or congruently with a criminal investigation.

It will be at the complainant's discretion to make a criminal report.

The University will investigate all complaints of sexual misconduct. The steps of the investigative phase are listed below. The Student Conduct Officer will meet with the respondent to provide notification of the complaint and the procedures that will follow.

1. The respondent may elect to take responsibility for a violation at the onset of the investigation. The University will still follow the investigative procedures.
2. Respondents may choose not to participate in the investigation; however the investigation will proceed and the findings will be based on all available evidence.
3. The Investigative Team will investigate the complaint and determine and compile the facts.
 - a. The Investigative Team will meet with the complainant and the respondent to gather facts regarding the incident.
 - b. The Investigative Team will ask both the complainant and respondent to provide a list of witnesses. It is at the discretion of the Investigative Team to interview witnesses.
 - c. The Investigative Team may meet with other parties who have information regarding the incident as the Investigative Team so elects.
 - d. All available information relevant to the complaint will be reviewed, including but not limited to emails, videos, text messages, social media, etc.

4. The complainant and respondent will meet separately with the Investigative Team to review the Investigative Report. The complainant and respondent will review the report and may:
 - Request that additional information be added to the report.
 - Ask questions or request clarification.
 - Recommend additional witnesses to be interviewed.
5. The Investigative Team will consider the requests of the complainant and respondent and add clarification to the report, add additional information or interview additional witnesses as the Investigative Team deems reasonable.
6. If any changes are made to the report the complainant and respondent will again review the report. Once the report is reviewed by both parties and no additional changes need to be made as determined by the Investigative Team, the report will be presented the SMC.
7. The Investigative Team will submit its report summarizing the information from the investigation to the Sexual Misconduct Committee. The SMC may:
 - Accept the report.
 - Request clarification and ask questions.
 - Request additional information be gathered.
8. If additional information is requested the Investigative Team will gather the information and repeat steps 4, 5, and 6.
9. Once the Investigative Report is accepted by the SMC a hearing will be scheduled.

Sexual Misconduct Committee

The Sexual Misconduct Committee is the University body charged with resolving complaints of student-to-student sexual misconduct. The committee is composed of 10 staff and administrators. Each sexual misconduct complaint is heard and adjudicated by a hearing committee of three representatives drawn from the full membership of the SMC by the Associate Vice President Student Development and Engagement (AVPSDE). A chairperson of the hearing committee will be designated by the AVPSDE. The chairperson will be responsible for leading the hearing process.

Purpose of the Hearing

The goals of the hearing are: a) to allow both the complainant and the respondent the opportunity to present their experiences, discuss the investigative summary, and to ask questions pertinent to the incident(s) in question; b) to have the matter considered and decided by an impartial panel; and c) to determine whether a violation of University policy has occurred and deem appropriate sanctions.

This process is intended to determine whether there was a violation of University Policy. It is not a legal procedure.

Investigative Report

The Investigative Report will be compiled by the Investigators, will be maintained in a confidential manner, and will be made available for review by the hearing committee and complainant and respondent prior to the hearing. The Investigative Report may include, but is not limited to the following:

Complainant's written statement
Respondent's written statement
Investigative Summary
Pertinent policies
Other documents utilized by the Investigators that he/she deems relevant to the adjudication

Once the Investigation is complete the University strives to complete the Investigative Report within 5 business days.

The Investigative Report is made up of confidential information. Therefore, the complainant and respondent may review the Report, but it will not be copied, and may not be removed by any party. Those reviewing the Investigative Report will be permitted to take notes.

The University recognizes that participation in a hearing may be difficult for those involved; the hearing can be set up such that the complainant and the respondent will have minimal interaction during the hearing or will not be in the hearing room at the same time.

Hearing Process

Hearings are conducted in private and are not open to members of the University community or the public.

The order of a hearing will be determined by the Chair of the hearing committee, but will generally follow this outline:

- 1) The Chair will call the meeting to order and state the purpose of the hearing: to determine whether there has been a violation of the University's policy and, if a violation has occurred, to impose appropriate sanctions.
- 2) The complainant and respondent may have an advisor present during the hearings. The advisor has no speaking role and may not address the committee.
- 3) Introductions—each person involved in the hearing will be introduced.
- 4) The Investigative Team presents the Investigative Summary. The SMC may ask clarifying questions and identify areas of agreement and dispute.
- 5) The complainant and respondent will be invited to present his/her statements to the SMC.
- 6) Members of the SMC may ask questions of the complainant and respondent, such as clarifying questions about her/his statement.
- 7) The complainant and respondent may ask questions of each other through the chair of the hearing committee. The chair will determine if a question is relevant and appropriate.

- 8) The Chair will ask for the members of the SMC to determine whether any additional clarification or information is needed from the complainant, respondent, investigator or witnesses.
- 9) The SMC will go into closed session to determine whether a violation of policy was committed.
- 10) The decision of the SMC that a violation occurred or did not occur will be reached by a majority vote utilizing the preponderance of evidence standard (“more likely than not”).
- 11) The SMC will report the recommended decision to the AVPSDE.
- 12) If the respondent is found to have violated the sexual misconduct policy the SMC will impose a sanction and report such sanction to the AVPSDE. The sanction will be based on consideration of the case itself and any prior disciplinary history. Information about a student’s conduct record will be used to deem appropriate sanctions but will not be made available to the SMC prior to decision of the hearing committee.
- 13) The SMC will report the recommended sanction to the AVPSDE.
- 14) The AVPSDE will direct the Student Conduct Officer to meet separately with each party to deliver the outcome of the hearing, explain any sanctions, and inform the students of the appeal process. Both parties will also receive the outcome in writing within 48 hours of the SMC’s report to the AVPSDE.

Sanctions

When considering sanctions the committee will consider whether the sanction will: (a) bring an end to the violation in question, (b) reasonably prevent a recurrence of a similar violation, and (c) remedy the effects of the violation on the complainant and the University community.

The following represent the range of sanctions. Possible sanctions are not limited to those listed below. Sanctions may be combined.

Change of Housing	Relocation to a new housing assignment.
Community Service	Assignment of a number of service hours to be completed within the campus community or the general community.
Counseling	Students may be required to attend counseling on or off campus. If mandated to attend counseling off campus the student will be responsible for any expenses or costs.
Disciplinary	Students will be placed on probation for a specific period of time. During the time if there are additional violations they may be dismissed from the University
Formal Apology	A written statement in which the student reflects and apologizes for their behavior.
Education	Students may be required to participate in an educational program or experience.
No-Contact Order	A directive that mandates a student not to contact another student. A no-contact order includes contact, including in

person, via e-mail, telephone, text messaging, Facebook or any other method of electronic or direct communication. The order also includes third parties acting on the person's behalf. It warns the student that any contact could be considered a violation of University policy

Restitution	Students may be required to pay for damages or other expenses.
Restricted Campus Access	Students may be restricted from entering buildings on campus, from registering for certain courses or from participation in activities.
Suspension	The student may be excluded from participation in any academic or other activities of the University for a specified period. Students who have been suspended from the University forfeit all University fees, are withdrawn from University courses contingent on the academic calendar (if after the withdrawal date, students receive F grades), and are not permitted on campus or at University-sponsored events without the permission of the University Student Conduct Officer. Students who are suspended are permitted to reapply to the University as long as they fulfill all requirements of the suspension.
Expulsion	Expulsion is permanent exclusion of the University. Students who have been expelled forfeit all University fees, are withdrawn from University courses contingent on the academic calendar (if after the withdrawal date, students receive F grades), and are not permitted on campus without the permission of the University Student Conduct Officer. Students who are expelled are not permitted to reapply at the University.

Appeal Process

Under the Sexual Misconduct Policy, either party has a right to appeal. An appeal must be filed with the AVPSDE within five University business days of the notification of the SMC's decision. Appeals filed outside of this time period will not be considered. The opposing party will be notified if an appeal has been filed.

Appeals of the Sexual Misconduct Committee decision may only be made based on:

Procedural Error: alleging there was a deviation or change from the procedures outlined in the Sexual Misconduct disciplinary Process which adversely impacted the outcome of the matter.

New Evidence: alleging that new evidence has become available which could have impacted the outcome of the disciplinary complaint. Under this basis, the Notice of Appeal must

include: (i) the new evidence; (ii) an explanation as to why it was unavailable prior to the SMC's decision; and (iii) a showing of how the new evidence could alter the outcome.

The student(s) must submit the written petition for appeal to the AVPSDE specifying one or more of the above grounds. A request on any of these grounds must clearly explain, in detail, the basis for the appeal and should include any available documentation. The appeal is limited to an inquiry of the issue or issues raised in the complaint.

The Student Conduct Officer will notify the party who did not request the appeal in writing and that party will have three University business days from the date of notification to submit a response to the appeal.

The AVPSDE will act on the petition for appeal in one of two ways:

1. Decide the appeal is without merit; dismiss it; and uphold the action of the SMC.
2. Decide the appeal has merit and either:
 - A. Modify the action of the committee; or
 - B. Set aside the action of the committee altogether and instruct the Committee to correct the procedural error and/or consider the new evidence and submit a new recommendation.

The decision of the AVPSDE will be final and not subject to appeal.

Support and Resources:

There are several University offices available to assist survivors/victims of crime and/or students who have experienced harm on or off campus including the Gannon Police and Safety, University Health and Counseling Services and the Division of Student Development and Engagement.

Title IX: Discrimination on the Basis of Sex and Sexual Misconduct

In accordance with Title IX, the University establishes that sexual misconduct incidents are types of sex discrimination. Sex discrimination violates the basic right of each individual to be treated as a person worthy of respect and is in direct contradiction to the University's Mission.

Gannon University does not discriminate on the basis of race, color, creed, age, gender, sexual orientation, religion, national origin, veteran status, physical or mental disability, genetic information or any other basis of prohibited discrimination in its programs and activities. This policy extends to employment with and admission to the University.

The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Robert Cline, Director of Human Resources; Title IX Coordinator
Office Location: Human Resources – First floor of Student Services Building
814-871-5615
Cline001@gannon.edu

Day-time Campus Resources (Mon. to Fri. 8 a.m. to 4 p.m.)

- University Police 814-871-7690 (24-Hours)
- Counseling Services 814-871-7622
- Health Services: 814-871-7622
- Campus Ministry 814-871-7435

- SAVE Office (Violence Prevention/Education Coordinator) 814-871-5814
- Student Conduct Officer 814-871-7224

24-Hour Resources outside of the University system:

- SafeNet 814-455-1774 (24-hr. Crisis Hotline: 814-454-8161)-Relationship Violence
- Erie Crime Victim Center 814-455-9414 (Crisis or Sexual Violence Advocate 1- 800-352-7273)
- Erie Police Department: 814-879-1125 or 911
- UPMC Hamot: 814-877-6000
- UPMC Crisis Network: 1-888-796-8226
- St. Vincent Hospital: 814-452-5000 (ask for Emergency Dept.)

Procedure for victims or witnesses to report crimes on a confidential basis

All members of the Gannon community are encouraged to report all crimes to the police. If they wish to report a crime on a confidential basis for inclusion in the annual disclosure of crime statistics, they may report the crime to any of the following campus security officials: residential directors and residential advisors, deans, deans of the Graduate and Professional Schools, deans of student affairs, coaches, advisors, athletic director, Title IX coordinator, and counselors at Counseling Services.

Programs informing students, staff and faculty about campus security procedures and the prevention of crimes

During orientation prior to the beginning of the fall semester, students are informed by the Gannon Police and Safety staff of campus security procedures and crime prevention tips. Security awareness information is offered to all incoming undergraduates, graduate and professional students, and new employees. Undergraduate orientation programming includes information about services such as the security escort service and the free bus that travels on and off campus, as well as information on how to use the emergency call boxes. Police and Safety brochures providing security information and key phone numbers are available and distributed at student orientations.

During orientation, the New Students Services Office sponsors a forum for all families of freshmen. This session, presented by officials from the University Police and Safety office, includes details about security services, provides an overview of campus safety, allows families to meet safety officials, and gives them the opportunity to ask questions. Graduate and professional student orientation is provided to all incoming graduate and professional students and includes information about on-campus services.

Police and Safety officials also provide safety orientations to international students in conjunction with the Office of International Students.

Crime prevention and sexual assault prevention outreach programs are offered on a continual basis by S.A.V.E. At Gannon Health Services, peer health educators (SAVE) are trained in all subjects dealing with mental, physical, and sexual health. The violence prevention coordinator also offers orientation, training, and awareness activities related to the prevention of sexual misconduct, including sexual assault, dating violence, and stalking.

Periodically during the academic year, the Gannon Police, in cooperation with other University organizations and departments, present crime prevention awareness sessions to educate the campus community about personal safety, remind them of security services, and keep them informed about crime prevention strategies. Information is also disseminated to students, faculty and staff through crime prevention brochures and the Police and Safety website.

The Police and Safety also contains, the [Daily Crime Logs](#) , Gannon emergency notifications, and links to archived [Annual Campus Security and Fire Safety Reports](#).

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety-related incidents to the Gannon Police in a timely manner.

Policy regarding timely warnings

Gannon University alerts the campus community regarding any crime that is reported to campus security authorities or local police agencies, that occurs within our campus area (the federally defined "Clery geography") and is considered to represent a serious or ongoing threat to students, faculty and staff. Any crime representing a serious or ongoing threat affecting the University campus is reported by the attending Gannon Police officer to the Director of Police and Safety or the Assistant Director. In addition, serious crimes or ongoing threats affecting members of the University community that occur outside the jurisdiction of the Gannon Police are reported to the Director of Police and Safety or the Assistant Director. The press of duties or immediate response requirements can sometimes delay this reporting.

A review and timely warning determination is made by the Gannon Director of Police and Safety, and/or the Assistant Director who consult on a case-by-case basis to determine where the incident occurred and whether the incident represents a serious or ongoing threat to students, faculty and staff. In the event an incident is determined to constitute such a threat, the Director of Police and Safety or the Assistant Director will initiate a "timely warning" notification by e-mail to every member of the University community. Those e-mails are labeled with a readily identifiable subject line. As backup, staff within the offices of Vice President of Finance, Information Technology Services and Public Relations are also trained and available to issue the "timely warnings."

The substance of the timely warning is carefully determined: If the information is known, and if the inclusion of such information would not compromise law enforcement efforts, timely warnings include a description of the crime, its location, and injuries, if any, to the victim(s). In addition, the warnings generally include safety information, a request for any information about the incident, and a reminder to report crimes or concerns about potential crime to the Gannon Police and Safety office. Finally, there is follow up: the Gannon Director of Police and Safety or the Assistant Directors Police Chief and his staff monitor all replies to these "timely warning" e-mails and respond as appropriate.

Preparation of the annual disclosure

Crime statistics for the annual disclosure are collected from two primary sources: (1) police agencies and (2) school officials with knowledge of formal and informal complaints and disciplinary referrals, who are designated as campus security authorities (CSAs). Individuals at Gannon are designated as CSAs based on whether they perform the following functions: (1) their official job responsibilities involve significant interaction with students and/or campus activities, (2) they

serve as informal or unofficial mentors to students, (3) they serve as a member in an office or of a committee to whom students are informed to report or discuss crimes, allegations of crimes, and other troubling situations, and/or (4) they have oversight for disciplinary procedures.

Reports from CSAs are solicited by the Director of Police and Safety twice a year. CSAs are informed that any complaint, allegation, or incident falling into the reportable categories that is described to them must be reported, regardless of whether any particular informal or formal investigative process is pursued. CSAs receive training guidelines to assist in data collection.

Police reports are gathered from the Gannon Police, the City of Erie Police, and police in jurisdictions where Gannon owns or controls property that is used in support of the educational mission of the University and is frequented by students. This data is collected annually by staff at the Gannon Police Department.

When there is doubt whether a crime is reportable owing to its location, the University errs on the side of including the crime, in an effort to provide useful and informative data. Each year, an e-mail notification is made to all enrolled students, faculty, and staff that provide the website address to access this report. Copies of the report are available through the Admissions Office or can be obtained at the Gannon Police and Safety Office, located at 210 West 6th Street. The report is posted online at the University website.

Policy regarding immediate emergency response and evacuation notification

In the event of an incident that requires the immediate notification of the campus community, the University has an emergency notification system, known as Gannon E-Alert, which provides text, voice, and e-mail messages to all members of the Gannon community. Undergraduate, graduate, and terminal degree candidates are requested to provide personal and emergency phone numbers when they register for classes. Parents, staff, and faculty can also enroll in the E-Alert program. The Gannon E-Alert is activated if there is an imminent threat to the Gannon Community. Triggers of activation and notification procedures are outlined in the Emergency Operations Plan, which are practiced and reviewed weekly during the emergency communications test.

The Director of Police and Safety or his designee is responsible for issuing emergency notifications through the Gannon E-Alert system, with the supervision of the Vice President of the Finance and Administration; the decision to initiate the system takes into account the safety of the community, and an alert will be issued unless doing so will compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Gannon E-Alert is tested weekly. In an emergency, E-Alert messages will inform the community of the emergency and immediate steps to take to be safe, and follow-up Gannon E-Alert messages will be sent as more information becomes available.

It is Gannon University's practice for occupants to evacuate a building in the event of an emergency, such as fire, natural disasters, and hazardous conditions, turning off any hazardous equipment or gas supplies while evacuating.

Senior departmental personnel are expected to account for students, faculty, staff, visitors, and other individuals after an evacuation. Upon arrival at muster points or other directed assembly locations, senior administrators or their designees are responsible for accounting for evacuees. Depending upon the time of day and location, the accounting may be made by memory recollection,

class or event roster, staff listing or teaching assistant notes. In turn, these individuals are responsible for communicating information about missing or suspected missing persons to the on-scene emergency officials and assisting them as requested.

University officials meet regularly to review procedures, coordinate with city and county officials, and practice drills. The University has developed emergency response and notification procedures for major events:

- In the event of a shooting incident on campus, the Gannon E-Alert system would be used to notify the campus community. The Gannon Police and Safety officers will respond to the scene of such an event along with the City of Erie Police who has a Special Weapons and Tactics Team (SWAT) that is trained and equipped to respond to such a situation.
- In the event of a major fire, explosion, or other situation causing extensive property damage, the Gannon Police, in coordination with the City of Erie Fire Department, would respond to begin immediate evacuation. Staging areas for residential facilities have been identified and would be opened to accommodate residents as conditions permit.
- The University has an extensive plan that would be implemented if there were a major pandemic such as an outbreak of avian flu affecting the United States. The University would consider canceling classes and sending home as many students as possible. Essential operations would continue; including services to house and feed those remaining on campus, support for critical facilities operations such as heating and cooling, and medical care for members of the Gannon community generally. A modified version of the plan for avian flu was implemented to address the H1N1 pandemic and is in place for any mild or moderate flu or illness that may affect the campus.
- In the event of a major hurricane, tornado, or other severe weather, the Office of the President or his/her designee will issue an alert to the campus and will activate the Emergency Operations Center (EOC) if conditions warranted.

Missing student notification procedure

The University informs each student who resides in on-campus housing of his or her option to identify an individual to be contacted if the student is missing. Note that for students under age 18, the University is required by law to notify a custodial parent or guardian in the event a student is missing. When students register for courses electronically, students are asked by the Registrar to designate an individual other than their first emergency contact, if they so desire. Students are notified that their contact information will be registered confidentially, that the information will be accessible only to authorized campus officials, and that the information may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

Under the University's missing person notification procedures, and as required by federal law, the University will notify the Gannon Police Department and any other appropriate law enforcement agency no later than 24 hours after the time that any student who lives in on-campus housing is determined to be missing. If a student who lives in on-campus housing is missing for more than 24 hours, the University will notify the individual either listed as the emergency contact or identified by the student. While this requirement is focused on students who live on campus, the University collects this contact information for all students, those who live in campus housing and those who live off campus.

Reports of missing students should be made immediately to the Gannon Police, student life staff, or the Vice President of Student Development and Engagement.

Report all crimes to the Gannon Police Department at 814.871.7690

The Annual Security and Fire Safety Report is completed by the Gannon University Police and Safety to be in compliance with the Pennsylvania College & University Security Information Act (May 26, 1988, P.L. 448, No. 73; and PA Leos. Serv. Act 1994-87) and with the U.S. Student Right to Know & Campus Security Act (Public Law 101-542). It is mandated that certain data be published on an annual basis by each institution of higher education in the Commonwealth of Pennsylvania, relating to the number and per-capita rate of certain types of crimes reported to have occurred at the institution, and the security measures that are in place to reduce the risk of criminal victimization for members of the community. In compliance with these requirements, Gannon University is pleased to present the information to all students, employees and applicants to the University.

Crime Statistics

An annual report is completed every year by October 1 containing three years of campus crime statistics.

Crime statistics are obtained from criminal incidents reported to the Police and Safety and those designated as Campus Security Officials. Pastoral and professional counselors have been advised that while they are not obligated to report crimes for the purpose of compiling statistics, they are encouraged, when they deem it appropriate, to inform the persons they are counseling of their ability to report any crimes on a voluntary, confidential basis for inclusion in the annual statistics. Crime statistics are also received from the City of Erie for inclusion in the “Public Property” section of the Clery Act Statistics.

The statistics gathered from the aforementioned sources are then recorded on the Federal Bureau of Investigation Uniform Crime Reporting Form and a Clery Act Reporting Form by Police and Safety and disseminated to the campus community via the Gannon University website, [Reports](#).

Additionally, the University complies with the Pennsylvania Uniform Crime Reporting Act and College and University Security Regulations. The link to the [Three Year Uniform Crime Report](#) is located on University website.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires the crime statistics to be shown by the following geographic categories:

- On Campus Property- any building or property owned or controlled by the University within the same reasonably contiguous geographic area of the University and used by the University in direct support or related to the University’s educational purposes; and property within the same reasonably contiguous geographic area of the University that is owned by the University but controlled by another person, is used by students and supports institutional purposes.
- Non Campus Property- any building or property owned or controlled by a student organization that is officially recognized by the University; and any building or property

owned or controlled by the University that is used in direct support of, or in relation to the University's educational purposes, is frequently used by students, and is not within the same reasonably contiguous area of the University. (Gannon University's Main Campus and the Ruskin Campus have no non-campus buildings or properties).

- Public Property- all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus; also includes all public parks within one mile of the borders of the Main Campus.
- Residential Facilities- all residence halls, fraternity and sorority houses, and other residential facilities for student's on-campus.

Criminal Offenses - On-campus

	2012	2013	2014
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	3	
d. Rape			2
e. Fondling			0
f. Sex offenses - Non-forcible	0	0	
g. Incest	0	0	0
h. Statutory rape	0	0	0
i. Robbery	0	1	3
j. Aggravated assault	0	0	0
k. Burglary	5	0	0
l. Motor vehicle theft	1	0	1
m. Arson	0	0	1

Caveat: there was a change in reporting categories for sexual assault offenses

Criminal Offenses - On-campus Student Housing Facilities

	2012	2013	2014
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	3	
d. Rape			2
e. Fondling			0
f. Sex offenses - Non-forcible	0	0	
g. Incest	0	0	0
h. Statutory rape	0	0	0
i. Robbery	0	0	3
j. Aggravated assault	0	0	0
k. Burglary	5	0	0

l. Motor vehicle theft	0	0	0
m. Arson	0	0	0

Caveat: A change in reporting sexual assault categories began in 2014

Criminal Offenses - Public Property

	2012	2013	2014
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	
d. Rape			0
e. Fondling			0
f. Sex offenses - Non-forcible	0	0	
g. Incest	0	0	0
h. Statutory rape	0	0	0
i. Robbery	0	1	0
j. Aggravated assault	0	0	0
k. Burglary	0	0	0
l. Motor vehicle theft	0	0	0
m. Arson	0	0	0

Caveat: A change in reporting sexual assault categories began in 2014

V.A.W.A. Offenses - On Campus

Crime	2012	2013	2014
a. Domestic Violence			0
b. Dating Violence			0
c. Stalking			3

V.A.W.A. Offenses - Student Housing Facilities

Crime	2012	2013	2014
a. Domestic Violence			0
b. Dating Violence			0
c. Stalking			3

V.A.W.A. Offenses - Public Property

Crime	2012	2013	2014
a. Domestic Violence			0
b. Dating Violence			0
c. Stalking			0

Caveat: V.A.W.A. Offenses reporting began in 2014

Arrests - On-campus

Crime	2012	2013	2014
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	7	1	4

Arrests - On-campus Student Housing Facilities

Crime	2012	2013	2014
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	4	1	4

Arrests - Public Property

Crime	2012	2013	2014
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	2	5	4

Disciplinary Actions - On-campus

Crime	2012	2013	2014
a. Weapons: carrying, possessing, etc.	1	0	0
b. Drug abuse violations	14	21	44
c. Liquor law violations	61	107	190

Disciplinary Actions - On-campus Student Housing Facilities

Crime	2012	2013	2014
a. Weapons: carrying, possessing, etc.	1	0	0
b. Drug abuse violations	14	21	43
c. Liquor law violations	61	107	190

Disciplinary Actions - Public Property

Crime	2012	2013	2014
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	3	0
c. Liquor law violations	3	0	2

Unfounded Crimes

2012	2013	2014
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a. Total Unfounded Crimes

Caveat: Unfounded crime reporting began 2014

Criminal Offense	Occurrences of Hate Crimes - On-campus								
	2014								
	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
f. Sex offenses - Non-forcible	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny - theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	Occurrences of Hate Crimes - On-campus						
	2013						Ethnicity
	Total	Race	Religion	Sexual Orientation	Gender	Disability	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0
c. Sex offenses - Forcible	0	0	0	0	0	0	0
f. Sex offenses - Non-forcible	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0
o. Larceny - theft	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0
q. Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Criminal Offense	2012						
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0
c. Sex offenses - Forcible	0	0	0	0	0	0	0
f. Sex offenses - Non-forcible	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0
o. Larceny - theft	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0
q. Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Hate Crimes - On-campus Student Housing Facilities

Criminal Offense	2014								
	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0
e. Fondling	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0
i. Motor vehicle theft	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0
o. Larceny - theft	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0
q. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	Hate Crimes - On-campus Student Housing Facilities							Ethnicity National Origin
	2013 Total	Race	Religion	Sexual Orientation	Gender	Disability		
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	
c. Sex offenses - Forcible	0	0	0	0	0	0	0	
f. Sex offenses - Non-forcible	0	0	0	0	0	0	0	
g. Incest	0	0	0	0	0	0	0	
h. Statutory rape	0	0	0	0	0	0	0	
i. Robbery	0	0	0	0	0	0	0	
j. Aggravated assault	0	0	0	0	0	0	0	
k. Burglary	0	0	0	0	0	0	0	
i. Motor vehicle theft	0	0	0	0	0	0	0	
m. Arson	0	0	0	0	0	0	0	
n. Simple assault	0	0	0	0	0	0	0	
0. Larceny - theft	0	0	0	0	0	0	0	
p. Intimidation	0	0	0	0	0	0	0	
q Destruction/damage/vandalism of property	0	0	0	0	0	0	0	

Criminal Offense	Hate Crimes - On-campus Student Housing Facilities							Ethnicity National Origin
	2012 Total	Race	Religion	Sexual Orientation	Gender	Disability		
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	
c. Sex offenses - Forcible	0	0	0	0	0	0	0	
f. Sex offenses - Non-forcible	0	0	0	0	0	0	0	
g. Incest	0	0	0	0	0	0	0	
h. Statutory rape	0	0	0	0	0	0	0	
i. Robbery	0	0	0	0	0	0	0	
j. Aggravated assault	0	0	0	0	0	0	0	
k. Burglary	0	0	0	0	0	0	0	
i. Motor vehicle theft	0	0	0	0	0	0	0	
m. Arson	0	0	0	0	0	0	0	
n. Simple assault	0	0	0	0	0	0	0	
0. Larceny - theft	0	0	0	0	0	0	0	
p. Intimidation	0	0	0	0	0	0	0	
q Destruction/damage/vandalism of property	0	0	0	0	0	0	0	

Criminal Offense	Hate Crimes - Public Property									
	2014	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0
c. Sex offenses - Forcible	0	0	0	0	0	0	0	0	0	0
d. Rape	0	0	0	0	0	0	0	0	0	0
f. Sex offenses - Non-forcible	0	0	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0	0	0
o. Larceny - theft	0	0	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0	0	0
q. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0	0

Criminal Offense	Hate Crimes - Public Property							
	2013	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0
c. Sex offenses - Forcible	0	0	0	0	0	0	0	0
f. Sex offenses - Non-forcible	0	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0	0
l. Motor vehicle theft	0	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0	0
o. Larceny - theft	0	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0	0
q. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

Criminal Offense	Hate Crimes - Public Property						
	2012 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity National Origin
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0
c. Sex offenses - Forcible	0	0	0	0	0	0	0
f. Sex offenses - Non-forcible	0	0	0	0	0	0	0
g. Incest	0	0	0	0	0	0	0
h. Statutory rape	0	0	0	0	0	0	0
i. Robbery	0	0	0	0	0	0	0
j. Aggravated assault	0	0	0	0	0	0	0
k. Burglary	0	0	0	0	0	0	0
i. Motor vehicle theft	0	0	0	0	0	0	0
m. Arson	0	0	0	0	0	0	0
n. Simple assault	0	0	0	0	0	0	0
o. Larceny - theft	0	0	0	0	0	0	0
p. Intimidation	0	0	0	0	0	0	0
q. Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Annual Fire Safety Report

The Higher Education Opportunity Act became law in August 2008 and requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Gannon University for the year 2014.

Resident Housing Facilities Fire/Evacuation Drills

Fire/evacuation drills are held for each housing facility twice per Fall and Spring Semester and are mandatory supervised evacuations for fire. The drill is conducted by Residence Life Office in conjunction with Police and Safety.

Evacuation route maps are posted at strategic locations throughout the centers to identify the closest egress route. Students who fail to leave the center during a fire drill are disciplined in accordance with the policies described in the [Student Guide](#).

- Remain calm
- Turn off equipment and appliances
- Check if your door is hot or has smoke around it. If so, stay in your room and wait for emergency responders to evacuate you
- Close, but do not lock, doors and windows
- Proceed to the nearest exit. Use the stairs only, DO NOT use the elevators
- Report to your assembly point and check in with your Residence director/Residence advisor

- Students with disabilities who cannot use stairs report to the designated rescue point to await emergency responders

Fire Safety Improvements, Inspection, and Upgrades

Gannon University Facilities Management reviews the fire systems in student housing facilities annually and implements upgrades, repairs, or revisions whenever issues are identified. Periodically, the Office of Resident Life staff or Maintenance staff will enter rooms/apartments to do inspections for damages or fire safety. Fire rounds will be unannounced in order to protect the integrity of the inspections.

Fire Safety Policy in University Housing Facilities

The University provides refrigerators/microwave appliances in residence halls. Apartments are equipped with refrigerators and electric stoves. Laundry Facilities are provided by the university to students. Devices with open flames are prohibited.

Smoking is not permitted in any housing facility or within 20 feet of any entrance or air intake. No open flames are permitted, including burning of incense, candles, or potpourri.

The following electrical devices are not permitted in student housing.

- Any item that can be classified as a hot plate, electric frying pan or oven, toaster, etc.
- Grill type units (i.e. George Forman grills)
- Sun lamps
- Ham radio outfits or amplifiers
- Electric blankets
- Air conditioners
- Space heaters
- Halogen lamps
- Christmas lights/ornamental lights (except two-week window before Christmas break)
- Any lamp/light that has plastic shades
- Washing Machines
- Dishwashers
- Clothes Dryers

Fire Safety and Education Training

Residence Life staff is trained on fire safety by the City of Erie Fire Department Fire Inspection Office at the beginning of the Fall semester and as required in the Spring and Summer semesters.

Fire Log

The Police and Safety office maintains a fire log that records any fire that occurred in an on-campus student housing facility and includes information such as the nature, date, time and general location of each fire. Any entry to the log is required to be made within two business days of the receipt of the information. The fire log for the most recent 60 day period remains open for public inspection

during normal business hours. Any portion of the log older than 60 days will be available within two business days after receipt of a request for public inspection.

Policy Statements – Reporting Criminal Incidents

Members of the University community are urged to notify the Police and Safety or any Campus Security Official immediately of any criminal activity or other emergency that occurs on campus. Police and Safety personnel will respond quickly and initiate whatever action is necessary to resolve the emergency, including the activation of off-campus police, fire or medical agencies when appropriate. The university has an internal emergency number which is 911. It has been designated and advertised throughout the campus community, in addition to Erie County 911 center.

Confidential Crime Reporting

To encourage the prompt reporting of all crimes, it is University policy to honor the requests of witnesses and victims who wish to keep their identity confidential. The purpose of an anonymous report is to take some steps to ensure the future safety of the reporting person and others while protecting her/his identity. The University can use such information to keep accurate records about the number of incidents, look for patterns concerning location or methods of operation, and alert the campus community to potential danger. If a victim wishes to file an anonymous report, they may contact those that are designated as **Campus Security Officials**.

- The Office of Residence Life
- Affirmative Action Officer
- University Counseling Center
- Office of Greek Life
- Office of Student Conduct
- Athletic Department
- Student Health Services
- Deans of the various schools of the University
- Faculty Advisors

Timely Warning Notices

Special notices are issued by the Police and Safety in a timely manner to publicize violent crimes or perceived patterns of crime in a particular area, to warn of criminal activity, to heighten awareness of crime prevention and help prevent recurrences. Campus wide warnings are made by various methods, including text messages through E-Alert or posting alerts on bulletin boards, doorways, entrances, or other areas of high visibility throughout campus. Timely warnings are issued for the “Clery” crimes of homicide, manslaughter, robbery, aggravated assault, forcible and non-forcible sex offenses, arson, patterns of burglary, illegal weapons crimes, and hate crimes. The issuance of a “Timely Warning” is a group process by which the Director of Police and Safety with the Director of Marketing develops the warning and receives the approval to issue the warning from the President of the University.

Daily Crime Log

The Police and Safety maintains a log of all criminal incidents reported to the department. The [Daily Crime Log](#) includes the date and time the report was received, the date and time the incident occurred, the nature of the offense, the location of the offense and the disposition if available. The Daily Crime Log is available for public inspection at the Police and Safety Business Office during normal business hours.

Facilities

With the exception of certain events which are open to the general public and advertised as such, the University's facilities and programs are generally intended for the use and benefit of the students and employees of the University. Visitors and guests seeking to utilize University facilities are expected to make prior arrangements with the appropriate University office, and their privilege to these facilities is determined by the University regulations then in effect. Visitors and guests to the University's residential facilities must be registered and escorted by their host while in the residence facilities.

During business hours, Gannon University is open to students, parents, employees, contractors, guests and invitees. In keeping with the liberal pursuit of higher education, the campus promotes the freedom of movement within the campus. Since Gannon University is a private institution, however, University Officials retain the right to limit or exclude the access of any person that violates the policies or procedures of the University or local, state or federal laws.

The hours that academic buildings are open is determined by the Deans and Provost. Non-academic building hours are determined by the various department heads that use the particular building. Facilities will be secured according to schedules developed by the department responsible for the facility.

During non-business hours access to University (non-residential) facilities is by card access system monitored by the Police and Safety or keys. Card access is only granted to specific individuals by the department chairs or department heads for their authorized building(s). Police and Safety personnel have access to all University buildings.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic have security surveys conducted of them by Police and Safety. These surveys examine security issues such as lock systems, alarms, lighting, landscaping and communications.

The University makes every effort to ensure that the campus facilities, buildings and grounds are designed and maintained in such a way as to promote safety and reduce criminal opportunity. Particular attention is paid to this concern in the design of landscaping, grounds keeping and exterior lighting. Emergency call boxes have been installed at various campus locations to give the user immediate communication with the Campus Police and indicating the location of the activated station.

Weapons Policy

All members of the campus community are prohibited from possessing or carrying weapons of any kind while on University property, regardless of whether they are licensed to carry the weapon or not. Such prohibition extends to individuals having weapons in briefcases, purses, tool boxes, personal vehicles or other personal property or effects.

The only exceptions to this policy are:

- A. Firearms in the possession of University police officers;
- B. Firearms in the possession of on duty law enforcement officers;
- C. Legal chemical dispensing devices that are sold commercially for personal protection;

University sanctions will be imposed on offenders as appropriate and, in addition, criminal charges may be filed.

For the purposes of this policy, “weapons” include (a) firearms, such as handguns, shotguns, rifles, pellet guns, machine guns, stun guns, Tasers, or electronic stun weapons; (b) explosives, such as bombs, grenades, blasting caps, or other containers containing explosive substances; (c) other equipment, material, and devices that, in the manner they are used could ordinarily be used, or are readily capable of causing serious bodily injury. The items described in clause (c) include, but are not limited to, knives (except small personal pocket knives with folding blades that are less than three (3) inches long), brass knuckles, clubs or chains.

Alcohol Policy

All matters relating to alcohol are governed by the Pennsylvania Crimes Code and related statutes. No person under 21 years of age is permitted to purchase, consume, transport or possess an alcoholic beverage. Students 21 years of age or older may keep or consume alcoholic beverages within their individual Residence Hall rooms, or at social functions on campus where permission to dispense and consume such beverages is granted by the University. All violations of the University Alcohol Policy will be subject to criminal prosecution as well as to University disciplinary sanctions.

The University strictly adheres to the federal and state laws which govern the possession, distribution or consumption of drugs or other controlled substances. Students illegally possessing, distributing or using such drugs or controlled substances will be subject to criminal prosecution as well as to University disciplinary sanctions.

Gannon University has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse including dissemination of informational materials, educational programs, counseling services, referrals and college disciplinary actions.

Missing Student Notification Policy

In keeping with federal law, 20 U.S.C. § 1092j, the Residence Life office will initiate the following missing student notification policy. This policy is designated for those students living on

campus. In the event of a report of a missing student, Residence Life staff will also work directly with the Gannon University Police and Safety Office. The purpose of having a listed Emergency Contact is to be able to verify cases in which a person may not be missing but has voluntarily left his or her residence.

1. Each student residing in the student housing has the opportunity to list an Emergency Contact by completing an Emergency Information Card. Students will be encouraged to notify the Emergency Contact that he or she has been designated as such. This information is maintained by and accessible to the Residence Life staff who will implement this policy.
2. If it is determined that a student is missing, the University will implement the Missing Student Protocol. An attempt to notify the listed Emergency Contact will be made if a student is missing for 24 hours and the Gannon University Police will be notified for all missing person reports.
3. At any point during the student's enrollment, he or she may choose to register or change confidential contact information with the University by notifying the Office of Resident Life. This information is confidential but may be released to the Gannon University Police and staff as necessary to carry out the purposes of this policy.

Missing Person Protocol

1. Residence Life staff will immediately contact the University Police and the Vice President for Student Development and Engagement when a student is reported missing.
2. When Residence Life is notified that a student may be missing, appropriate steps will be taken to locate the student. These steps include, but are not limited to:
 - o Attempt to make contact with student via email, cell phone, and visit to room.
 - o Seek information from Residence Assistant, roommate, floor-mates, and friends
 - o Verify student GU Card use within last 24 hours.
 - o Verify student meal plan use within last 24 hours.
 - o Contact Academic Advisor to determine class attendance.
 - o Contact coaches, Greek or other student activity advisors, etc., as appropriate.
3. Exchange information with University Police regarding our respective investigations.
4. Residence Life will be responsible for notifying the appropriate emergency contacts within 24 hours as established above when a student is determined missing. The parents or guardians of students under the age of 18 and not emancipated will be notified.
5. The Gannon University Police Department will be responsible for filing all related missing person reports with other agencies as may be required.
6. The Residence Life staff will serve as support personnel when a student is determined missing and make appropriate contacts within the University. Offices to be notified include: Residence Director, Executive Vice President for Student Life, University Police, Dean and/or Academic Advisor, Public Affairs and any other offices relevant to the missing student.

Gannon University Annual Fire Safety Report

The Higher Education Opportunity Act became law in August 2008 and requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Gannon University for the year 2014. All of the

University Housing facilities have fire alarms systems monitored 24/7 by the University Police and safety office.

Fire Safety Systems in Student Housing

Name	Fire Detection System (Smoke Heat ION)	Fire Suppression System	Fire Extinguishers	Fire Drills Annually
AGD Sorority House	Yes	Yes	Yes	4
AST Sorority House	Yes	Yes	Yes	4
Trautman House	Yes	Yes	Yes	4
Finegan Hall	Yes	Yes	Yes	4
Freeman Hall	Yes	Yes	Yes	4
Harborview Apts.	Yes	Yes	Yes	4
Kennilworth Apts.	Yes	Yes	Yes	4
Lubiak Hall	Yes	Yes	Yes	4
North Hall	Yes	Yes	Yes	4
Phi Sigma Sorority	Yes	No	Yes	4
Walker Apts.	Yes	Yes	Yes	4
Wehrle Hall	Yes	Yes	Yes	4
West Hall	Yes	No	Yes	4
Wickford Apts.	Yes	Yes	Yes	4
632 Apts.	Yes	No	Yes	4
202/204 West 8 Apts.	Yes	Yes	Yes	4
301 West 5	Yes	No	Yes	4
305 West 5	Yes	No	Yes	4

Fires - On-campus Student Housing Facilities

Name of Facility	Address	2012 Number of Fires	2013 Number of Fires	2014 Number of Fires
Trautman House	302 West 6th Street	0	0	0
Wickford Apartments	529 Myrtle Street	0	0	0
ADG House	418 Peach Street	0	0	0
Crispo Hall	309 Sassafras Street	0		
Finegan Hall	120 West 5th Street	0	0	0
Freeman Hall	410 Sassafras Street	0	0	0

Harborview Apartments	210 West 6th Street	0	0	0	
Kennilworth Apartments	351 West 6th Street	0	0	0	
Lubiak Hall	415 Sassafras Street	0	0	0	
Walker Apartments	701 Peach Street	0	0	0	
Wehrle Hall	211 West 6th Street	0	0	0	
Alpha Sigma Tau	253 West 5th Street	0	0	0	
Phi Sigma Sigma	724 Sassafras Street	0	0	0	
West Hall	409 West 6th Street	0	0	0	
632	632 sassafras Street	0	0	0	
202-204 West 8th Street	202-204 West 8th Street	0	0	0	
301 West 5th Street	301 West 5th Street	0	0	0	
North Hall	143 West 4th Street	0	0	0	
210 West 8th Street	210 West 8th Street	0	0	0	
305 West 5th Street	305 West 5th Street	0	0	0	
		0	0	0	Total

LINKS TO CLERY, CRIME STATISTICS, DAILY CRIME LOG, FIRE LOG, STUDENT HANDBOOK, RESIDENCE HALL HANDBOOK

Clery, Crime Statistics, Daily Crime Log, Fire Log

<http://www.gannon.edu/About-Gannon/Services-for-Students/Safety-and-Security/Reports/>

Student Handbook and Residence Hall Handbook

<http://www.gannon.edu/Student-Life/Living-on-Campus/>