



ANNUAL SECURITY

&

FIRE SAFETY REPORT

2023

(January 1, 2023 – December 31, 2023)

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Introduction and Purpose of Plan

Chatham University's Annual Security Report includes statistics for the previous three years concerning reported crimes that occurred on-campus and on public property adjacent to and accessible from the campus. The report also includes institutional policies concerning campus safety and security. Having access to campus safety and security information is important for current students and employees at Chatham University.

This report is coordinated, prepared, and updated by the Chatham University Police Department, Title IX Office, and Office of Student Affairs, in conjunction with various campus partners. The 2023 Annual Security Report may be directly accessed by visiting <http://www.chatham.edu/clery-report>.

An email-notifying all students and employees of the availability of the report is sent annually. Chatham University's Public Safety Department receives statistical reports from the Pittsburgh and Police Departments for crimes in or near the campus boundaries. Police statistics are combined with information from Chatham's Public Safety Department, the Office of Student Affairs and other designated campus officials (including, but not limited to residence life staff, advisors to students and student organizations, and athletics coaches) to provide the total record of reported crimes, arrests, and referrals.

The Clery Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities. The statistics must be gathered from The Department of Public Safety, local law enforcement, and other University officials who have "significant responsibility for student and campus activities";
- Provide "emergency warning" notices of those crimes that have occurred and post an ongoing "threat to students and employees"; and
- Disclose in a public crime log "any crime that occurred on campus or within the patrol jurisdiction of The Department of Public Safety and is reported to The Department of Public Safety".

State Legal Requirements – The Pennsylvania Uniform Crime Reporting Act

The Pennsylvania Uniform Crime Reporting Act (18 P.S. §20.101 et seq.), as implemented by Chapter 33 of the Regulations of the State Board of Education, requires colleges and universities to:

- Report to the Pennsylvania State Police, on an annual basis, crime statistics for publication in the FBI's Uniform Crime Report, which collects data on additional categories of felony and misdemeanor crime;
- Report crime rates for all reportable offenses;
- Provide the numbers of enrolled students and employees; and
- Disclose information and security policies on the types of available student housing, admission of visitors to housing facilities, measures to secure entrances, and standard features to secure room doors.

Section I - Campus Crime Information

Under the Clery Act, campuses are required to report campus crime statistics for certain criminal offenses, hate crimes, arrests, and disciplinary referrals to the campus judicial process. In all cases, this data must be broken down according to the geographic location of the occurrence of the offense.

Crime statistics for Shadyside Campus, Chatham Eastside, and Eden Hall Campus follow on the next pages.

Clery Geography

On Campus

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and

Any building or property that is within or reasonably contiguous to a building or property described in the paragraph above, that: is owned by the institution or controlled by another person; is frequently used by students; and supports institutional purposes (such as food or other retail vendor).

On Campus – in Residential Halls

"Dormitories or other residential facilities for the students on campus" is a subset of the on-campus category. Institution must disclose the total number of on-campus crimes, including those in dorms or other residential facilities for students on campus, and must also make a separate disclosure limited to the number of crimes occurring in student dorms or residential facilities on campus. As a subset, the number of crimes reported for dormitories or other residential facilities must be less than or equal to the number of reported crimes for the on-campus category.

Non-Campus Building or Property ⁽¹⁾

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or

Any building or property owned or controlled by the institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

⁽¹⁾ These properties for Chatham include:

** Non-Campus Property: These properties for Chatham include: Apartments at 6236 Fifth Avenue, Pittsburgh, PA 15232; Apartments at 600 S. Highland Avenue, Pittsburgh, PA 15206; Apartments at 5700 Centre Avenue, Pittsburgh, PA 15206; Chatham-owned property at 4156 Glasgow Road, Valencia, PA 16059; 4252 Glasgow Road, Valencia, PA 16059; 6023 Linwood Drive, Valencia, PA 16059; Graham Field, 1125 Princeton Blvd., Wilksburg, PA 15221; Hunt Armory, 324 Emerson Street, Pittsburgh, PA 15206; West Field, 1846 West Street, Munhall, PA 15210.

On Public Property

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within campus, or immediately adjacent to and accessible from the campus.

Clery Definitions

CRIMINAL OFFENSES

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

Manslaughter by Negligence: The killing of another person through gross negligence.

Sexual Assault: Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

Rape: Penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

Fondling: Touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental capacity.

Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Sexual intercourse with a person who is under the age of consent (18 years old).

Robbery: The taking, or attempting to take, anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

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

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

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

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property of another, etc.

VIOLENCE AGAINST WOMEN ACT (VAWA) OFFENSES

Domestic Violence: Any felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or who has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating Violence: Any violence committed by a person:

- (A) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (B) Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - (i) The length of the relationship.
 - (ii) The type of relationship.
 - (iii) The frequency of interaction between the people involved in the relationship.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- (A) Fear for his or her safety or the safety of others; or
- (B) Suffer substantial emotional distress.

HATE CRIMES

Hate Crimes: A hate crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Categories of bias are **race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability**. Hate crimes include all Criminal Offenses listed above as well as Larceny-Theft, Simple Assault, Intimidation, Destruction/Damage/Vandalism of Property (see definitions immediately below).

Additional Crimes that only apply to Clery statistics IF there is a finding of a hate crime bias based on investigation:

Larceny-Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples include pocket picking, purse snatching, shoplifting, theft from building, and theft from motor vehicle.

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm using threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control over it.

LIQUOR, DRUG, AND WEAPONS LAW VIOLATIONS

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.)

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

Weapons Law Violations: The violation of laws or ordinances dealing with weapons offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons, carry deadly weapons, (concealed or openly); furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Chatham University - Shadyside Campus
Clery Act Statistics – 2023

Clery Act Categories and Crimes	On Campus Property			Residential Facilities *			Non-Campus Property **			Public Property		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
Criminal Offenses												
Murder and Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault - Rape	0	2	2	0	2	1	0	0	0	0	0	0
Sexual Assault - Fondling	2	3	3	0	0	2	0	0	0	0	0	0
Sexual Assault - Incest	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault - Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	1	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
VAWA Offenses												
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	1	0	0	1	0	0	0	0	0	0	0
Stalking	0	0	3	0	0	1	0	0	0	0	0	0
Arrests and Referrals for Disciplinary Action												
Illegal Weapons Possession Violations - Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Violations - Referrals for Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation - Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation - Referrals for Disciplinary Action	2	7	10	2	7	9	0	0	0	0	0	0
Liquor Law Violations - Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations - Referrals for Disciplinary Action	11	14	20	11	14	20	0	0	0	0	0	1
Hate Crimes												
2023	There were no reported Hate Crimes in 2023.											
2022	There were no reported Hate Crimes in 2022.											
2021	There were no reported Hate Crimes in 2021.											
Unfounded												
There were no Unfounded Crimes in 2021, 2022 and 2023.												
*Crimes reported under "Residential Facilities" must also be included under "On Campus Property."												
** Non-Campus Property: These properties for Chatham include: Apartments at 6236 Fifth Avenue, Pittsburgh, PA 15232; Apartments at 600 S. Highland Avenue, Pittsburgh, PA 15206; Apartments at 5700 Centre Avenue, Pittsburgh, PA 15206; Chatham-owned property at 4156 Glasgow Road, Valencia, PA 16059; 4252 Glasgow Road, Valencia, PA 16059; 6023 Linwood Drive, Valencia, PA 16059; Graham Field, 1125 Princeton Blvd., Wilkinsburg, PA 15221; Hunt Armory, 324 Emerson Street, Pittsburgh, PA 15206; West Field, 1846 West Street, Munhall, PA 15210.												

**Chatham University - Eden Hall Campus
Clery Act Statistics – 2023**

Clery Act Categories and Crimes	On Campus Property			Residential Facilities *			Non Campus Property **			Public Property		
	2021	2022	2023	2021	2022	2023	2021	2022	2022 3	2021	2022	2022 3
Criminal Offenses												
Murder and Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault - Rape	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault - Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault - Incest	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault - Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
VAWA Offenses												
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
Arrests and Referrals for Disciplinary Action												
Illegal Weapons Possession Violations - Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Violations - Referrals for Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation - Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation - Referrals for Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations - Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations - Referrals for Disciplinary Action	0	0	1	0	0	0	0	0	0	0	0	0

2023	There were no reported Hate Crimes in 2023
2022	There were no reported Hate Crimes in 2022
2021	There were no reported Hate Crimes in 2021

Unfounded
There were no Unfounded Crimes in 2021, 2022 and 2023.

*Crimes reported under "Residential Facilities" must also be included under "On Campus Property."

** Non-Campus Property: These properties for Chatham include: Apartments at 6236 Fifth Avenue, Pittsburgh, PA 15232; Apartments at 600 S. Highland Avenue, Pittsburgh, PA 15206; Apartments at 5700 Centre Avenue, Pittsburgh, PA 15206; Chatham-owned property at 4156 Glasgow Road, Valencia, PA 16059; 4252 Glasgow Road, Valencia, PA 16059; 6023 Linwood Drive, Valencia, PA 16059; Graham Field, 1125 Princeton Blvd., Wilkinsburg, PA 15221; Hunt Armory, 324 Emerson Street, Pittsburgh, PA 15206; West Field, 1846 West Street, Munhall, PA 15210

chatham UNIVERSITY

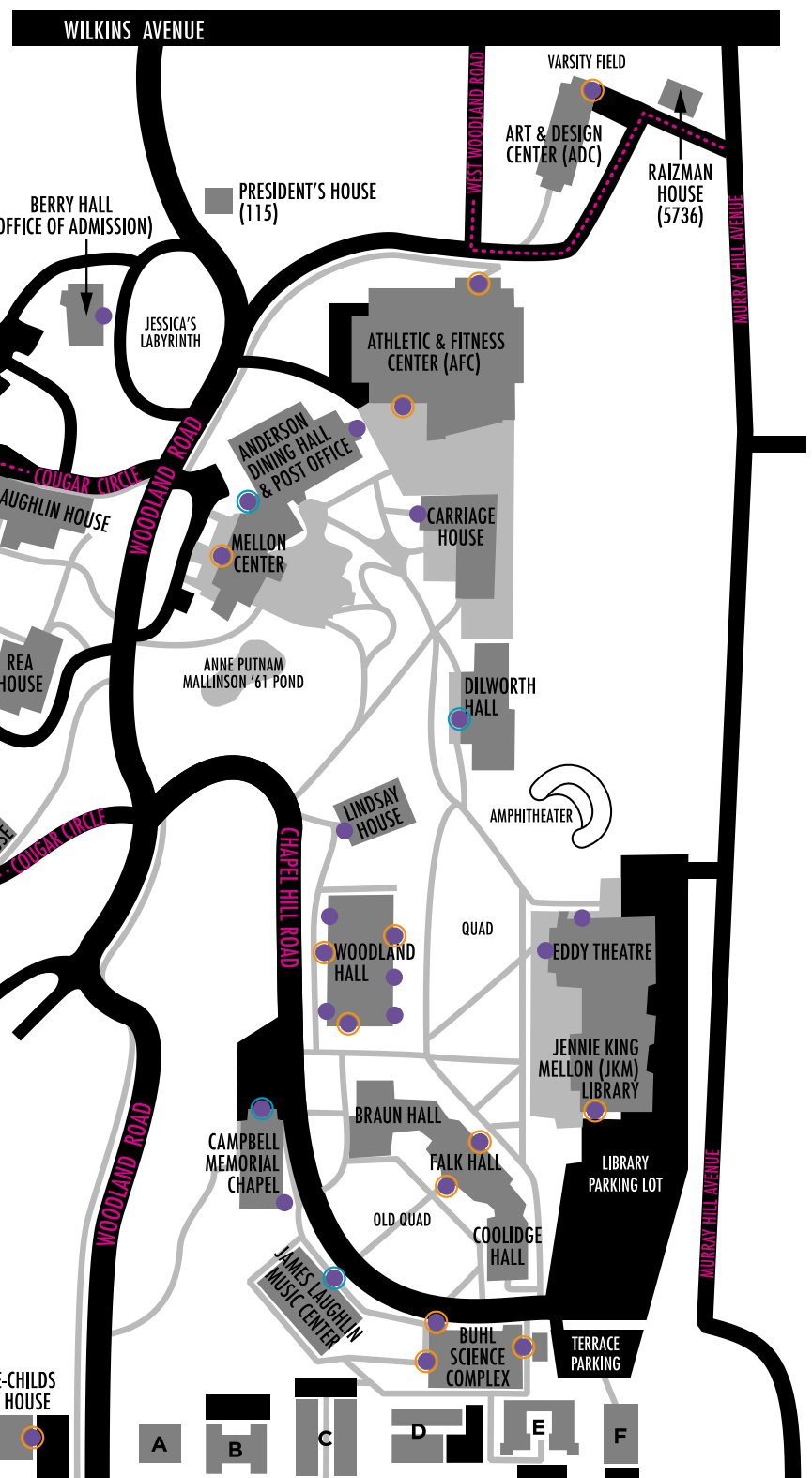
SHADYSIDE CAMPUS

Woodland Road, Pittsburgh, PA 15232

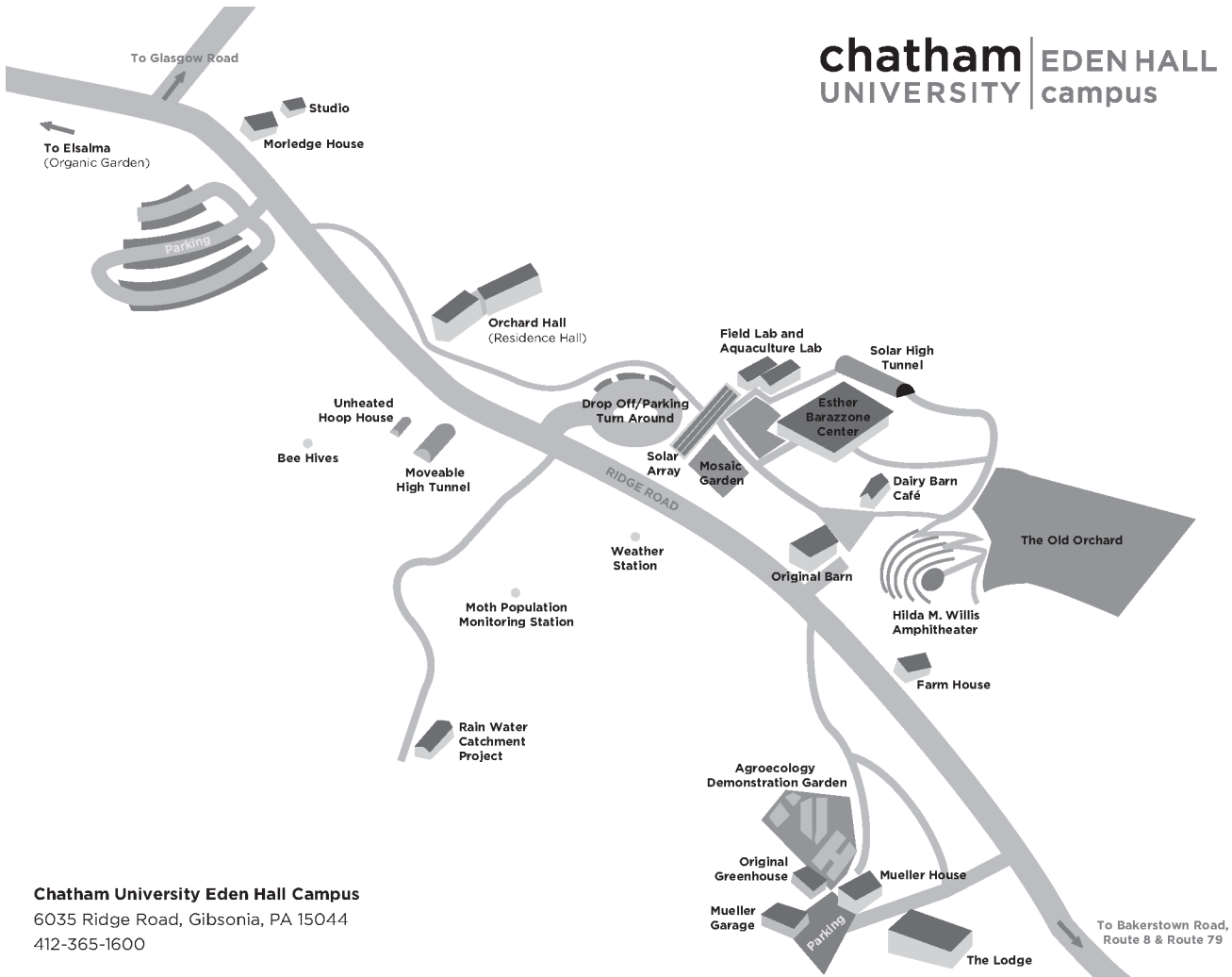
- = ROADS & PARKING LOTS
- = PAVED FOOTPATHS
- = BUILDINGS
- = Accessible entrance
- = Accessible entrance with access to elevator to all levels
- = Accessible entrance with access to lift to lower level



- A THOMSON HOUSE (5850)
- B LINZER APARTMENTS (5836)
- C PELLETREAU APARTMENTS (5830 & 5826)
- D HICKS ESTATE (5812)
- E CHATHAM APARTMENTS (5800)
- F CHUNG APARTMENTS (5780)
- G HABER APARTMENTS (5801-03)
- H DUPLEX ON MARYLAND (929 & 931)



chatham EDEN HALL
UNIVERSITY | campus



Chatham University Eden Hall Campus
6035 Ridge Road, Gibsonsia, PA 15044
412-365-1600

Section III - Chatham University Department of Public Safety Authority and Jurisdiction

The Chatham University Public Safety Department oversees all aspects of campus safety and security. The department consists of a Chief of Police and full- and part-time police and security officers. A public safety officer is on-call 24 hours a day. The department is overseen by the Vice-President of Finance and Administration.

All police officers in the Public Safety Department have been certified under Pennsylvania Legislative Act 120, Municipal Police Officers Education and Training Act and/or Legislative Act 235, The Lethal Weapons Training Act, and are armed. Police officers are sworn in by Allegheny County and have arrest powers as granted by Pennsylvania Legislative Act 501: The Private Police Act. Their jurisdiction includes all Chatham University property and all roads running through and adjacent to the campus. All police officers must attend mandatory in-service training sessions, which address a range of topics relating to police work and are updated on a regular basis. Police officers are required to be trained in the use of firearms and must qualify annually.

The Public Safety Department cooperates fully with local and state law enforcement agencies in cases that involve both on and off campus jurisdictions or when resources of another agency can better facilitate the resolution of an investigation. Crimes occurring on campus are reported to the City of Pittsburgh Police Department when appropriate and when required by law. The Pittsburgh Police also service the campus community and can be contacted directly through the regular emergency numbers. The Public Safety Department maintains an excellent relationship with the Pittsburgh Police and can exchange communication by direct radio link. In addition, the Pittsburgh Police Department assists with criminal investigations and crime prevention awareness programs offered to all community members.

The Chatham University Public Safety Department prepares Chatham University's Clery Act web pages, including the Crime Statistics Report, to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This information is prepared in cooperation with local law enforcement agencies surrounding the campus and the Chatham University Public Safety Department. Campus crime statistics, arrests, and referral statistics include those reported to the Chatham University Public Safety Department, designated campus officials, and local law enforcement agencies. Each year, an email notification is made to all community members that provides a link to access the Public Safety Department web site and Crime Statistics Report. All prospective employees may obtain a copy of the Report by contacting the Director of Human Resources or Public Safety. All prospective employees may obtain a copy of the Clery Report from the public website or by request to Human Resources or The Department of Public Safety.

There are no current memoranda of understanding between Chatham University and local, state, or federal law enforcement partners.

Security Awareness and Crime Prevention Programs

Your safety and security are extremely important to us at Chatham University. The following information is provided to share with you our commitment to the safety and security of the Chatham University community.

- **Sexual Harassment, Assault, Rape Prevention (SHARP) Programs:**
The Public Safety Department has certified SHARP instructors and offers SHARP training free of charge to community members. This training is offered twice a week on an as-needed basis by an on-site SHARP instructor. Students are taught and learn preventative tactics and measures to help in these instances.
- **Crime Prevention Programs:**
The Public Safety Department has certified crime prevention officers. We provide training, distribute information, and provide other crime prevention services to campus community members.
- **Active Shooter Training:**
Chatham University currently has two trained ALICE (Alert, Lockdown, Inform, Counter, Evacuate) instructors who teach active shooter training to the campus community. First-year students receive training during their orientation and the rest of the community is scheduled throughout the year.

For information on SHARP or other crime prevention programs, contact the Chatham University Chief of Police, (412) 365-1231.

Escort Service

The Office of Public Safety provides on-campus escorts to campus community members who feel the need for an officer to accompany them when walking from one building to another. For an escort call the Public Safety Office at ext. 1230.

Personal Safety Responsibility

Please keep in mind that maintaining a safe and secure campus for everyone is a joint effort between the Public Safety Department and the community. Be vigilant for yourself and those around you, maintaining good judgment while navigating campus. Be watchful and alert; do not hesitate to call Public Safety if assistance is needed. Community members are encouraged to report all crimes and public safety related incidents to The Department of Public Safety in a timely manner.

Card Access

All residence halls and apartment access points and entrances are secured at all times. Students are issued an ID/access control card to access the following Residence Halls: Chatham, Chung, Linzer, Pelletreau, and Hickes. Keys are issued for access to Haber Apartments. Students are only provided access to the Residence Hall/Apartment in which

they reside. During winter breaks and summer months, the Access Control System deactivates all card access to the Resident Halls, except for those individuals who are authorized to enter. Students are educated on the importance of safeguarding their ID cards and room keys as well as the need to properly secure all doors and windows. All students are expected to sign in their guests, and non-Chatham visitors are not allowed into the Residence Halls unless accompanied by a Chatham resident and signed into the guest book. Overnight visitors are permitted, for up to three consecutive nights, except for fall semester First-Year students are not permitted overnight guests until the first Friday in December.

Every individual student room has locks on all doors and windows. Each student is issued a key to their individual room. During business hours, the University (excluding the above-mentioned Residence Halls and Apartments) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to all University facilities is by key, if issued, or by admittance by request through Public Safety. Campus police will admit only those with a valid room access pass. The Public Safety Department and resident assistants conduct patrols of each hall and campus properties. All other buildings/classrooms on campus remain secured with card access only after normal business hours. Both the Shadyside Campus, Chatham Eastside, and Eden Hall Campus comply with all aspects of Clery through this Report.

General Procedures for Reporting a Crime or Emergency

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the appropriate police agencies in an accurate and timely manner.

To report a crime or an emergency, call 911 or the Chatham University Department of Public Safety at 412-365-1111. To report a non-emergency, security, or public safety related matter, call 412-365-1230. Campus police and security officers are available at these respective telephone numbers 24 hours a day to answer your call. In response to a call, officers will take the required action, dispatching an officer or asking the victim to come to the police station to file an incident report. Emergencies can also be reported by using any one of the emergency call boxes located throughout the campus, or by using the emergency intercom system located in building elevators.

If you are unsure of which agency can best assist you, you may call any law enforcement agency and they will either provide information to assist you or provide contact information for the agency that has jurisdiction where the incident took place.

All incident reports are forwarded to the Chief of Police for review and potential action. Investigations will be conducted when deemed appropriate. If assistance is required from the Pittsburgh Police Department, officers will contact that Department. If a sexual assault or rape should occur, staff on the scene, including officers, will offer the victim a variety of services,

including but not limited to on-site support from staff members from the Office of Dean of Students and/or consultation with campus Counseling and Health Services.

Crimes should be reported to The Department of Public Safety to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.

Confidential Reporting Process

In compliance with the Clery Act, if a victim of a crime elects not to or is unable to pursue action within the University system or the criminal justice system, they may still want to consider making a confidential report. As permissible by law, the Chief of Police or a designee of the Chatham University Department of Public Safety can file a report on the details of the incident without revealing the victim's identity. A victim may call The Department of Public Safety at 412-365-1230 if they wish to file a voluntary or confidential report.

Emergency Notifications

Issuing Emergency Notifications

Mass Emergency Notification System (ChathamAlert) – ChathamAlert is a web-based system that sends emergency notifications to students, families, faculty and staff through text, email, or voice message. The system will only be used in the event of an emergency on campus, large scale emergency or disaster off campus, severe weather condition, or other event that may have an impact to operations of the campus and the safety of our community members.

Timely Warnings

All members of the campus community are encouraged to notify The Department of Public Safety of any Clery Act crime, which includes homicide/non-negligent manslaughter, manslaughter by negligence, sex offense (rape, fondling, incest, and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, hate crimes, dating violence, domestic violence, and stalking. Crimes can be reported by calling 911 or 412-365-1111 (for all emergencies) or at 412-365-1230 (for all non-emergencies).

The Department of Public Safety has the primary responsibility for issuing Timely Warnings on behalf of the Chatham University campuses. Students and employees will be notified about certain crimes in a manner that is timely, withholds the names of victims as confidential, and aids in the prevention of similar crimes.

Decision to Issue a Timely Warning

A Timely Warning will be issued for any Clery Act-reportable crime where such crime is reported to The Department of Public Safety or to a Campus Security Authority (CSA), who in turn reports such crime in a timely manner to The Department of Public Safety, and the crime is considered to represent a serious or continuing threat to students and employees at the time of the report. The decision to issue a Timely Warning is made on a case-by-case basis, depending on the facts. The decision-making authority to issue a Time Warning is granted to the Vice-President of Finance and Administration and the Chief of Police.

Issuing Timely Warnings

During normal business hours, any member of The Department of Public Safety who receives a report of a Clery Act crime that occurred on Chatham University geography must bring said crime to the attention of one of the designated individuals who has Timely Warning decision-making authority (listed above) as soon as is feasibly possible. After normal business hours, on weekends, and during holidays, any member of the Department who receives a report of a Clery Act crime that occurred on Chatham University Clery Act geography must bring said crime to the attention of the Chief of Police. The Chief of Police must provide notification of the reported Clery Act crime as soon as is feasibly possible.

Once the decision has been made to issue a Timely Warning, the Chief of Police will draft and initiate issuing the message.

Notification of an Immediate Threat

In the event of an emergency on the campus, large scale emergency or disaster off campus, severe weather condition, or other event or emergency that could influence the operations of the University and/or affect the safety of Chatham community members, the emergency notification system will be used to communicate important information/instructions to our community members. Only the University Emergency Response Team, President and Public Safety can authorize the activation of the emergency notification system.

Text Messaging – a text message will be sent via ChathamAlert. This system will be activated through the Emergency Response Team.

Email – an email message will be sent to all campus email addresses, and those registered within ChathamAlert. This system will be activated through the Emergency Response Team.

Social Media – social media posts will be shared across appropriate social media channels. The system will be activated through the Emergency Response Team and Marketing & Communications.

Home Page – a message will be placed on the University’s main home page. This process will be completed by the Emergency Response Team and Marketing & Communications.

Chatham University Policy on and Enforcement of Possession, Use, and Sale of Alcoholic Beverages

The Student Handbook, issued to every student, contains the complete policy on the possession and use of alcohol and drugs. In brief, Chatham University supports the Pennsylvania State Law concerning the purchase, sale, possession, and consumption of alcohol and drugs. All students are obligated to abide by these laws; any infraction makes them liable for punitive action from the State. The University will not be responsible for, nor offer protection to, a student who has violated these laws. In addition, the University expects students to refrain from involving themselves and others in any violation of these laws.

Unless authorized by the administration, alcoholic beverages are not permitted at any student function at the University sponsored by a recognized student, group, or organization. Likewise, no University funds, including student activity fees, are to be spent on alcohol by student groups or organizations or other representatives, unless authorized by the administration.

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

The following regulations govern the campus community both at large and specifically in the residence halls:

1. Chatham University adheres to the Pennsylvania State laws regarding the purchase, possession, consumption, or transportation of alcoholic beverages by minors.
2. Resident students 21 years or older are permitted to transport, possess, and consume alcoholic beverages in their private rooms in the residence hall. Resident students 21 years or older, are not permitted to serve alcohol to residents under the legal age.
3. Alcohol is prohibited in public areas including bathrooms, hallways, student lounges, TV rooms, kitchens, etc.
4. Kegs, party balls and any other similar sources of alcohol are prohibited in the residence halls.
5. Residents are responsible for the behavior of their guests. Guests must adhere to all residence hall policies.

6. Alcoholic beverages are not permitted at any student function sponsored by any student group or organization, and no University funds, including student activities fees, are to be spent for alcohol by groups, organizations, or their representatives, unless approved by the President or the Vice President of Student Affairs.

Students, as members of the University community, represent Chatham University by their actions. Therefore, students shall not attend University events while intoxicated and a student's behavior shall not be disruptive to the community.

Chatham University Policy on and Enforcement of Possession, Use, and Sale of Illegal Drugs Chatham University supports the Federal, State and Municipal laws governing the illegal use, possession or transferring of any narcotic drug, such as but not limited to marijuana or heroin or other drugs such as LSD, barbiturates, or amphetamines. The University will not be responsible for nor offer protection to a student violating these laws.

Students are not permitted to use, possess, distribute, sell or be under the influence of narcotics, hallucinogens, dangerous drugs, or other controlled substances.

Section IV – Policy Prohibiting Sexual Harassment

What is Title IX?

Title IX of the Higher Education Act of 1972 generally states that no person in the United States shall, based on sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance. 20 U.S.C. 1681(a). As a recipient of federal financial assistance (*e.g.*, from federal student loan programs), Chatham University (hereinafter “Chatham”) is a Recipient or School as defined by, and is thereby subject to, Title IX. While this Policy concerns discrimination on the basis of sex, gender, gender identity, and sexual orientation, and pregnancy or related conditions, a complete Notice of Non-Discrimination regarding all protected traits can be found on the University’s website: <https://www.chatham.edu/legal-and-policies/non-discrimination-policy.html>

I. Prohibited Conduct Under This Policy

Sex Discrimination

Sex Discrimination under this policy includes discrimination on the basis of:

- Sex stereotypes;
- Sex characteristics;
- Pregnancy or related conditions;
- Sexual orientation, and;
- Gender identity.

Sex Based Harassment – Title IX

There are six types of prohibited conduct that qualify as “sex based harassment” under Title IX, each of which is defined more specifically below: (1) quid pro quo, (2) hostile environment conduct, (3) sexual assault, (4) dating violence, (5) domestic violence, and (6) stalking. The definitions used here are required by federal regulations.

Sex Based Harassment– Title IX is any of the following:

- (1) *Quid Pro Quo* - Conduct on the basis of sex where a University employee conditions the provision of an aid, benefit, or service of the University on an individual’s participation in unwelcome sexual conduct;
- (2) *Hostile Environment Harassment* - Unwelcome, sex-based conduct, that based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person’s ability to participate in or benefit from the University’s program or activity.
 - a. Whether a hostile environment has been created is a fact-specific inquiry that includes

consideration of the following: the degree that the conduct affected the Complainant's ability to access the University's educational program or activity; type, frequency, and duration of the conduct; ages, roles, previous interactions and other relevant factors about the parties; location and context of the conduct; and other sex-based harassment in the program or activity.

- (3) "Sexual Assault" is engaging or attempting to engage in one of the following activities with another individual without consent or where the individual cannot consent because of age or temporary or permanent mental incapacity:
- a. Sexual penetration (anal, oral, or genital), including penetration with a body part (e.g. penis, finger, hand, or tongue) or an object, however slight;
 - b. Intentional touching of the intimate body parts of another, or intentional touching with one's intimate body parts, for the purpose of sexual gratification. Intimate body parts include but are not limited to, the mouth, neck, buttocks, anus, groin, genitalia, breast, or the clothing covering these parts; however, sexual contact can occur with any part of the body;
 - c. Sexual intercourse (anal, oral, or genital) when prohibited by state law, including sexual intercourse between individuals who are not permitted to marry, and sexual intercourse with a person who is under the statutory age of consent.
- (4) "Dating violence" means violence committed by a person on the basis of sex:
- a. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - b. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - i. The length of the relationship;
 - ii. The type of relationship;
 - iii. The frequency of interaction between the persons involved in the relationship.
- (5) "Domestic violence," which is defined to include felony or misdemeanor crimes of violence committed on the basis of sex:
- a. by a current or former spouse or intimate partner of the victim;
 - b. by a person with whom the victim shares a child in common;
 - c. by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
 - d. by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction; or
 - e. by any other person against an adult or youth victim who is protected from that person's

acts under the domestic or family violence laws of the jurisdiction.

- (6) “Stalking” means engaging in a course of conduct on the basis of sex directed at a specific person that would cause a reasonable person to:
- a. Fear for his or her safety or the safety of others; or
 - b. Suffer substantial emotional distress.

Stalking – Non Title IX

Stalking – Non Title IX includes conduct that would meet the definition of Stalking under Section III(B), except that it is not on the basis of sex.

Sexual Exploitation

Sexual Exploitation is taking advantage of another’s sexuality in a non-consensual manner. Examples of Sexual Exploitation include, but are not limited to:

- The non-consensual viewing of nudity of another;
- The non-consensual streaming of images of sexual activity;
- The non-consensual sharing or posting of nude images of another;
- The non-consensual recording of individuals in locations in which they have a reasonable expectation of privacy (such as restrooms or locker rooms) even if the images do not capture nudity;
- Intentionally exposing one’s genitals to another person in non-consensual circumstances;
- Knowingly exposing another to a sexually transmitted disease under circumstances that could reasonably lead to transmission of the disease; and
- Inducing incapacitation of another via drugs and/or alcohol for purposes of making that person vulnerable to non-consensual sexual conduct or non-consensual sexual contact.

Retaliation

Retaliation means intimidation, threats, coercion, or discrimination against any person by the recipient, a student, or an employee or other person authorized by the recipient to provide aid, benefit, or service under the recipient’s education program or activity, for the purpose of interfering with any right or privilege secured by Title IX or its regulations, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under the Title IX regulations.

The exercise of rights protected under the First Amendment does not constitute retaliation.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this Policy does not constitute retaliation. A determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

II. Related Definitions

Consent

Consent is a knowing, voluntary, and affirmatively communicated willingness to participate in a particular sexual activity or behavior. It must be given by a person who has the ability and capacity to exercise free will and make a rational, reasonable judgment. Consent may be expressed either by words or actions, as long as those words or actions create a mutually understandable permission regarding the conditions of sexual activity. It is the responsibility of the person who initiates the sexual activity to ensure that consent is obtained from the other person or persons involved in the sexual activity before the activity occurs. If consent of one participant is unclear at any time, it is the responsibility of the other participant(s) to ensure that consent is present before beginning or continuing the activity.

Additional considerations include:

- Lack of protest or resistance is not consent. Nor may silence or inaction, in and of itself, be interpreted as consent.
- Previously consensual sexual activity does not imply consent to future sexual activity.
- Consent must be obtained for every sexual activity. Consent to one form of sexual activity does not constitute consent to all forms of sexual activity.
- To give consent, one must be of legal age.
- Consent must be present throughout sexual activity and may be withdrawn at any time. If there is confusion as to whether there is consent or whether prior consent has been withdrawn, it is essential that the participants stop the activity until consent is reestablished.
- Consent cannot be obtained by the use of physical force, threats of physical force, physically intimidating behavior, or coercion.
- Consent cannot be given by an individual that is incapacitated.

Coercion

Coercion is unreasonable pressure for sexual activity that significantly compromises the voluntary nature of an individual's participation. Examples of coercion include but are not limited to threatening to harm oneself if the other person does not engage in sexual activity, or threatening to blackmail an individual if they do not engage in sexual activity.

Incapacitation

Incapacitation is a state in which an individual's decision-making ability is impaired to the point that the individual is unable to understand the nature or consequences of their actions. Incapacitation may result from:

- Sleep or unconsciousness
- Temporary or permanent mental or physical disability
- The influence of alcohol, drugs, medication, or a combination of any of these substances.

Incapacitation is more than mere intoxication. An individual is incapacitated if they cannot understand the "who, what, where, when, and how" of the sexual activity.

In circumstances involving an incapacitated Complainant who otherwise appears to have consented, the Respondent will not be held responsible for not obtaining consent unless the Respondent knew or reasonably

should have known that the Complainant was incapacitated. The relevant standard is whether a sober, reasonable person in the same position should have known that the Complainant was incapacitated. For purposes of an incapacitation analysis, it is irrelevant whether the Respondent was incapacitated.

III. How To Address Prohibited Conduct: Options and Resources

If you or someone you know has experienced Prohibited Conduct, the first concerns to be addressed should be to make sure the individual is safe and has access to medical care if needed. Chatham University's Campus Safety can provide a safety transport and assist in obtaining emergency medical assistance. Emergency assistance can also be accessed by dialing 911.

Once the individual is safe, there are three primary considerations that should be addressed:

1. The individual should consider whether they want to access resources, either on campus or off campus, to get assistance. Emergency medical assistance can be reached by dialing 911 or contacting Campus Safety at 412-365-1111 or 911.
2. Evidence should be preserved so that it is available if needed for purposes of a University investigation and/or a criminal investigation.
3. The individual should consider whether to make a report to the University, to law enforcement, both, or neither. Note that employees of the University, unless they have been designated as "Confidential Resources" according to this Policy, are required to report all Prohibited Conduct to the Title IX Coordinator as soon as possible after learning of the incident.

Resources To Assist

Individuals who experience Prohibited Conduct may wish to access resources to assist with their personal needs following an incident. There are two primary types of resources: confidential resources and other resources which are not confidential.

Confidential Resources

Confidential Resources are not obligated to report Prohibited Conduct to the University. Confidential Resources include:

On-Campus Confidential Resources

Counseling Services 412-365-1282 (Confidential)

Student Health Services 412-365-1714 (Confidential)

Off-Campus Confidential Resources

Pittsburgh Action Against Rape (PAAR) Some members of the Chatham community may wish to seek support and advocate services off campus. Pittsburgh Action Against Rape (PAAR) offers 24/7 free confidential helpline and can provide you with advocacy and support services. PAAR representatives are available any time and can provide counseling and legal support for victims and their families. All PAAR services are confidential. Call 1-866-363- 7273 to talk with a PAAR representative or to request an advocate.

Women's Center and Shelter of Greater Pittsburgh (WC&S), Open 24 hours, 412-687-8005

WC&S provides an off-campus alternative for Chatham students and employees to receive free and confidential services to address domestic violence, dating violence, stalking and sexual misconduct and other prohibited

behavior with the context of domestic and dating violence. Services include:

- Confidential information and support via the 24-hour hotline
- Crisis and long-term counseling
- Support in navigating campus and community reporting options and
- Access to legal assistance, protection from abuse orders, sexual violence protection and protection from intimidation order, crime victims' compensation and other services.

Note that there are limits to a Confidential Resource's ability to maintain confidentiality. Confidential Resources are required to report child abuse or neglect to Children's Services or local law enforcement. Medical professionals may also have certain legally mandated reporting responsibilities in certain serious cases, although depending on state law, the reporting requirement may only require that the professional share the date, general time, and general location of the incident. Mental health professionals are required to disclose information where there is an imminent threat of harm to self or others. Finally, pursuant to the Clery Act, anonymous statistical information for certain offenses that have been reported as occurring at campus locations must be shared with Campus Safety. The information does not include the names or any other identifying information about the persons involved in such incidents.

In some cases, an individual may not need services through a Confidential Resource immediately following the Prohibited Conduct. However, as time passes, it may be helpful to seek such assistance. Counselors found on-campus at the Counseling Center, Student Health Services, or other service providers listed in this Policy can provide assistance and/or treatment in dealing with physical and emotional concerns as they may arise.

Other Resources

Other resources may also provide helpful support in many ways, including assisting individuals with obtaining accommodations or interim protective measures, explaining their options, and connecting them with other appropriate resources. Friends and loved ones may also be important sources of emotional support.

- Within Title IX-related policies and procedures, recipients may not restrict any rights guaranteed against If, in the course of an investigation, the University decides to investigate additional allegations of Sex Discrimination by the Respondent toward the Complainant that are not included in the notice provided or that are included in a Complaint that is consolidated, the University will notify the parties of the additional allegations.

Following the filing of a Complaint, the Title IX Coordinator will appoint an Investigator to investigate the allegations. The burden is on the University - not on the parties - to conduct an investigation that gathers sufficient evidence to determine whether Sex Discrimination occurred. During the investigation, the Investigator may interview the Complainant, Respondent, and any relevant witnesses. The Investigator may also gather or request other relevant information or evidence when available and appropriate. Both the Complainant and Respondent will be asked to identify witnesses and provide other relevant information in a timely manner to facilitate prompt resolution of the case.

Although both the Complainant and Respondent are advised to participate in the investigation process to enable a fair and equitable resolution to any case, neither the Complainant nor the Respondent are required to participate in the investigation process. Multiple Complaints of Sex Discrimination against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against another party, may be consolidated when the allegations arise out of the same facts or circumstances.

During the investigation process, Complainants and Respondents have an equitable right to:

- Receive notice of the allegations before participating in an interview with sufficient time to prepare for meaningful participation;
- A process with reasonably prompt timeframes, with extensions for good cause, as described in the Procedure section below;
- Present relevant information to the Investigator, including evidence and witnesses;
- Receive timely and equal access to any relevant information, documentation, and evidence gathered during the investigation;
- Have an Advisor of their choosing, who may be an attorney, advocate, or other support person who is not a potential witness in the investigation or could otherwise compromise the investigation, who provides support throughout the formal resolution process, including being present for any meetings or hearings; and
- Investigators who are adequately trained to resolve cases of reported Sex Discrimination, are familiar with applicable policies and procedures, and who do not have a conflict of interest or bias for or against either party.
- Written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings to all parties whose participation is invited or expected with sufficient time for the party to prepare to participate.
- Discuss the allegations under investigation or to gather and present relevant evidence. Parties are advised that discussing investigations publicly may hinder the ability of the Investigator to conduct an impartial investigation.
- Credibility determinations that are not based on a person's status as a Complainant, Respondent, or witness.

Following the completion of the investigation, the Investigator will draft an investigative report on the allegations contained in the Complaint. Before the report is finalized, the Investigator will send to each party and their Advisors an electronic or hard copy of the report. The report must include all evidence directly related to the allegations. The parties will then have ten (10) calendar days to provide a written response, which the Investigator will consider before finalizing the investigative report. Reasonable extensions of the ten (10) day timeframe will be considered on a case-by-case basis. The Final Investigative report will be delivered to the Title IX Coordinator, the Complainant, and the Respondent.. The University aims to complete the investigation within 60 to 120 days of issuance of the notice of investigation or, on a case-by-case basis, will provide the parties with written notice of reasonable extension of the timeframe, including the reason for delay.

The University will take reasonable steps to prevent and address the parties' and their advisors' unauthorized disclosure of information and evidence obtained solely through the grievance procedures. Investigative materials and all information related to the Complaint will be shared with parties and advisors with strict access limitations to prevent unauthorized disclosure of information. Any party or advisor who has been found to have violated confidentiality related to sharing of information and evidence will be subject to disciplinary sanctions.

IV. Determination Regarding Responsibility

After the conclusion of the investigation, The Title IX Coordinator will appoint a Decision Maker to conduct the live hearing process to resolve the Complaint and issue a written determination regarding the Respondent's responsibility under the policy. The purpose of the live hearing is to give parties the opportunity to present their

side of the issue, participate in questioning, and for the Decision Maker to determine whether the Respondent is responsible or not responsible for violating this policy. The live hearing will enable the Decision Maker to question parties and witnesses to adequately assess a party's or witness's credibility to the extent credibility is both in dispute and relevant to evaluating one or more allegations of Sex Discrimination. Hearings are not legal proceedings and do not follow courtroom procedure or formal rules of evidence. Hearings are not open to the public. The University will create an audio recording of all meetings that occur within the hearing process. The Hearing will occur live, in real time, and with the parties physically present in separate locations with technology enabling the Decision Maker and parties to simultaneously see and hear the party or witness while that person is speaking

The character of the Complainant, Respondent, and Witnesses to the case is not relevant in any hearing. Previous sexual history of the parties, other than with each other, is not relevant. The University's process for proposing and asking relevant and not otherwise impermissible questions and follow-up questions of parties and witnesses, including questions challenging credibility, will allow the decisionmaker to ask such questions, and the parties respective advisors: If a party does not have an advisor to ask questions on their behalf, the University will provide the party with an advisor of the University's choice, without charge to the party, for the purpose of advisor-conducted questioning. In those instances, the University will not appoint a confidential employee and may appoint, but is not required to appoint, an attorney to serve as an advisor.

The Decision Maker will determine whether a proposed question is relevant and not otherwise impermissible before the question is posed and will explain any decision to exclude a question as not relevant or otherwise impermissible. Questions that are unclear or harassing of the party or witness being questioned will not be permitted. The Decision Maker will give a party an opportunity to clarify or revise a question that the Decision Maker determines is unclear or harassing. If the party sufficiently clarifies or revises the question, the question will be asked.

The Decision Maker may choose to place less or no weight upon statements by a party or witness who refuses to respond to questions deemed relevant and not impermissible. The Decision Maker will not draw an inference about whether Sex Discrimination occurred based solely on a party's or witness's refusal to respond to such questions.

Following an investigation and evaluation of all relevant and not otherwise impermissible evidence, the University will:

- Use the preponderance of the evidence standard of proof to determine whether Sex Discrimination occurred. The standard of proof requires the Decision Maker to evaluate relevant and not otherwise impermissible evidence for its persuasiveness. If the Decision Maker is not persuaded under the applicable standard by the evidence that Sex Discrimination occurred, whatever the quantity of the evidence is, the Decision Maker will not determine that Sex Discrimination occurred.
- Notify the parties simultaneously in writing of the determination whether Sex Discrimination occurred under Title IX including:
 - A description of the alleged Sex Discrimination that occurred;
 - Information about the policies and procedures that the University used to evaluate the allegations;
 - The Decision Maker's evaluation of the relevant and not otherwise impermissible evidence and determination whether Sex Discrimination occurred;
When the Decision Maker finds that Sex Discrimination occurred, any disciplinary sanctions the

University will impose on the Respondent, whether remedies other than the imposition of disciplinary sanctions will be provided by the University to the Complainant, and, to the extent appropriate, other students identified by the University to be experiencing the effects of the Sex Discrimination; and

- The University's procedures and permissible bases for the Complainant and Respondent to appeal.
- The University will not impose discipline on a Respondent for Sex Discrimination prohibited by Title IX unless there is a determination at the conclusion of the Title IX grievance procedures that the Respondent engaged in prohibited Sex Discrimination.
- If there is a determination that Sex Discrimination occurred, as appropriate, the Title IX Coordinator will:
 - Coordinate the provision and implementation of remedies to a Complainant and other people the University identifies as having had equal access to the University's education program or activity limited or denied by Sex Discrimination;
 - Coordinate the imposition of any disciplinary sanctions on a Respondent, including notification to the Complainant of any such disciplinary sanctions; and
 - Take other appropriate prompt and effective steps to ensure that Sex Discrimination does not continue or recur within the University's education program or activity.
- Comply with the Title IX grievance procedures before the imposition of any disciplinary sanctions against a Respondent; and
- Not discipline a party, witness, or others participating in the Title IX grievance procedures for making a false statement or for engaging in consensual sexual conduct based solely on the determination whether Sex Discrimination occurred.

The determination regarding responsibility becomes final either on the date that the University provides the parties with the written determination of the result of any appeal, or, if no party appeals, the date on which an appeal would no longer be considered timely.

- The Decision Maker will simultaneously notify parties of their decision in writing within ten (10) calendar days after the conclusion of the hearing. The University will complete the Determination Regarding Responsibility process within 30 days or, on a case-by-case basis, will provide the parties with written notice of reasonable extension of the timeframe, including the reason for delay.

Appeals

If either party disagrees with the University's dismissal of a Complaint or the Decision Maker's findings or remedies, they may file a written appeal with the Title IX Coordinator within ten (10) calendar days of receiving the Decision Maker's written decision. Appeals may be filed due to:

- A procedural irregularity that would change the outcome;
- New evidence discovered that would change the outcome and that was not reasonably available at the time of the determination or dismissal;
- The Title IX Coordinator, Investigator, or Decision Maker had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that would change the outcome; or
- The penalty is inadequate or excessive.

Upon timely receipt of a complaint appeal the Title IX Coordinator will notify the parties of any appeal (including

notice of allegations if notice was not previously given to Respondent) and will provide the parties with 7 calendar days to make a statement in support of, or challenging, the outcome. The Title IX Coordinator will appoint an Appeal Decision Maker to examine the appeal and all evidence to determine if the appeal has merit. The Appeal Decision Maker must not have taken part in the investigation of the allegations or dismissal of the Complaint. The Appeal Decision Maker will make an unbiased, objective conclusion as to the appeal's merit and issue a written decision describing the result of the appeal and the rationale for the result. The Appeal Decision Maker will provide the written decision simultaneously to both parties. The University will complete the Appeals Process within 20 days of the notice of appeal or, on a case-by-case basis, will provide the parties with written notice of reasonable extension of the timeframe, including the reason for delay.

Disciplinary Sanctions

When the University makes a finding of a policy violation, it will take steps, whether individual or systemic, to stop the reported Sex Discrimination, prevent its recurrence, and remedy the discriminatory effects on the Complainant and others, as appropriate.

When the Respondent is a Student, potential sanctions include formal reprimand, disciplinary probation, withheld suspension, suspension, expulsion, and other appropriate educational sanctions.

When the Respondent is an employee, potential disciplinary corrective actions include coaching, performance improvement plans, reduction in supervisory duties and leadership responsibilities, changes in salary, termination, and other appropriate corrective actions.

Student employees may be subject to corrective action and sanctions under Student and/or employee policies depending on the nature of the case. For instance, a Student employee who is dismissed from the University may also be subject to termination or other corrective actions. Any corrective actions or sanctions will not take effect until any appeals have been completed.

Other Remedial Measures

When the University is unable to proceed with investigative resolution, such as lack of information in the report or request by the Complainant that an investigation not move forward, the University may take other remedial measures as appropriate to remedy the effects of the reported Sex Discrimination and/or prevent its recurrence. Remedial measures may also be implemented when it is determined that inappropriate behavior occurred, but that the behavior did not rise to the level of a policy violation. Remedial measures may include, but are not limited to:

- Providing training on Sex Discrimination;
- Increasing security in a designated space;
- Changing policy or procedure; and
- Conducting climate surveys or other climate checks.

During the period of the grievance process if the Respondent is an Employee, they may be placed on Administrative Leave. Employees placed on administrative leave will receive written notice of the conditions of that leave, but will not be able to challenge the administrative leave.

If the Respondent is a Student, they may be removed from educational activities on an emergency basis through a temporary suspension if the Title IX Coordinator, after conducting an individualized safety and risk analysis, determines removal is justified because the Respondent poses an imminent and serious threat to the health or safety of anyone due to

the allegations made. Respondents removed by temporary suspension will receive notice and will have the right to challenge the determination of the safety and risk analysis in writing immediately following the removal. All respondents are able to challenge removal from educational activities pursuant to the process to challenge Supportive Measures as explained in this Policy.

V. Record Retention

The University will retain all records of each investigation instituted under this Policy for seven (7) years. Records will include all documents, recordings, or transcripts from investigations, hearings, appeals, and informal resolutions. The first date of the first record created by the University will begin the seven-year retention period. Records will be maintained for all investigations including investigations that have been dismissed, completed, or otherwise resolved.

VI. Training

All Employee Training

All University employees are required to complete annual Title IX training to understand their role and obligations as a Mandatory Reporter and responsible employee, the University's obligation to address Sex Discrimination, the scope of conduct that constitutes Sex Discrimination including Sex-Based Harassment. Training completion will be monitored by the Title IX Coordinator in collaboration with Human Resources and division/department heads. Corrective action may be taken against any employee who fails to complete annual training.

Training for Grievance Process Administrators

All Investigators, Decision Makers, Informal Resolution facilitators, the Title IX Coordinator, and others responsible for implementing the University's grievance procedures or those who have the authority to modify or terminate supportive measures must be trained on topics related to their responsibilities as required under Title IX, the Clery Act, and related regulations.

VII. Pregnancy & Parenting

Reasonable Modifications for Students

Students may request reasonable modifications related to pregnancy or related conditions. The Title IX Coordinator will review requests for modifications on a case-by-case basis. A modification that fundamentally alters the education program or activity is not a reasonable modification.

In certain circumstances, when such documentation is necessary and reasonable to determine the reasonable modifications, the Title IX Coordinator may request supporting documentation from the student.

Requests for reasonable modifications may be made to:

Interim Title IX Coordinator
Joe Hall
TitleIX@chatham.edu or 814-332-3085

The University will provide lactation spaces for reasonable breaks for students to express breast milk for one year after the child's birth. The location will be clean, will not be a bathroom, will be shielded from view, and free from intrusion. Students who wish to request a lactation space may contact the Title IX Coordinator.

When an employee of the University is informed of a student's pregnancy or related condition by the student or an individual with the legal right to act on behalf of the student, the employee must notify that individual of the Title IX Coordinator's contact information and inform them that the Title IX Coordinator is available to provide reasonable modifications, comparable treatment to other temporary medical conditions, access to voluntary leaves of absence, as well as to share information only under certain circumstances as permitted by law.

The University does not require a student who is pregnant or has related conditions to provide certification from a healthcare provider or any other person that the student is physically able to participate in the University's class, program, or extracurricular activity unless:

- The certified level of physical ability or health is necessary for participation in the class, program, or extracurricular activity;
- The University requires such certification of all students participating in the class, program, or extracurricular activity; and
- The information obtained is not used as a basis for prohibited discrimination.

Reasonable Modifications for Employees

Employees and prospective employees or applicants may request reasonable accommodations for known limitations related to pregnancy, childbirth, or related medical conditions. The University will provide reasonable accommodations for qualified employees for pregnancy, childbirth or related medical conditions, unless the requested accommodation would impose an undue hardship on the University. The University will review the requested accommodation and engage in an interactive process regarding the request. The University will not take retaliatory action against any individuals who requests or receives an accommodation for pregnancy, childbirth, or related medical reasons.

Requests for reasonable accommodation may be made to:

Deputy Coordinator for Faculty and Staff
Kristen Bell, Executive Director of Human Resources
412-365-1680 or K.Bell@Chatham.edu

Appendix

The following definitions of terms apply to this policy:

Adequate Notice

The University's duty to act under Title IX is triggered when it has Adequate Notice of conduct that may be a violation of this policy reported. Chatham University has Adequate Notice when a Responsible Employee has information about conduct that reasonably may constitute Sex Discrimination. Responsible employees are required to report conduct that may constitute sexual discrimination to the University's Title IX Coordinator.

Advisor

Both Complainants and Respondents may have an Advisor of their choosing support them through the Title IX

process. The University will provide a party with access to a trained Advisor should they request one. An Advisor may, but need not be, an attorney.

Appeal Decision Maker

The Appeal Decision Maker is the individual assigned by the Title IX Coordinator to determine the merits of an appeal of the Title IX Coordinator's dismissal of a Complaint or the Decision Maker's determination regarding responsibility.

Complainant

A Complainant is an individual who is alleged to have experienced conduct that could constitute Prohibited Conduct under this Policy and who was participating or attempting to participate in the University's education programs or activities at the time of the alleged Prohibited Conduct.

Complaint

A Complaint is an oral or written request to the University that can objectively be understood as a request for the University to investigate and make a determination about reported discrimination under this policy.

Decision Maker

The Decision Maker is the individual assigned by the Title IX Coordinator who oversees a hearing which takes place as part of the formal resolution process. The Decision Maker determines whether University policy has been violated.

Investigator

The Investigator is an individual assigned by the Title IX Coordinator to investigate the reported Sex Discrimination and oversee the investigative hearing.

Pregnancy or Related Conditions

Pregnancy or related conditions mean:

1. Pregnancy, childbirth, termination of pregnancy, or lactation;
2. Medical conditions related to pregnancy, childbirth, termination of pregnancy, or lactation;
3. Recovery from pregnancy, childbirth, termination of pregnancy, or lactation.

Relevant

Relevant means related to the allegations of Sex Discrimination under investigation as part of the grievance procedures. Questions are relevant when they seek evidence that may aid in showing whether the reported Sex Discrimination occurred, and evidence is relevant when it may aid a Decision Maker in determining whether the reported Sex Discrimination occurred.

The University will objectively evaluate all evidence that is relevant and not otherwise impermissible, including both inculpatory and exculpatory evidence. Credibility determinations will not be based on a person's status as a Complainant, Respondent, or witness.

The following types of evidence, and questions seeking that evidence, are impermissible (i.e., will not be

accessed or considered, except by the Investigator or Decision Maker to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether they are relevant:

- Evidence that is protected under a privilege recognized by Federal or State law or evidence provided to a confidential employee, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
- A party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness, unless the University obtains that party's or witness's voluntary, written consent for use in its grievance procedures; or
- Evidence that relates to the Complainant's sexual interests or prior sexual conduct, unless evidence about the Complainant's prior sexual conduct is offered to prove that someone other than the Respondent committed the reported conduct or is evidence about specific incidents of the Complainant's prior sexual conduct with the Respondent that is offered to prove consent to the reported sex-based harassment. The fact of prior consensual sexual conduct between the Complainant and Respondent does not by itself demonstrate or imply the Complainant's consent to the reported sex-based harassment or preclude determination that sex-based harassment occurred;

Permissibility of character witnesses and related evidence must be relevant, and relevance of such evidence will depend on the facts and circumstances of a particular complaint.

Remedies

Remedies means measures provided, as appropriate, to a Complainant or any other person the recipient identifies as having had their equal access to the recipient's education program or activity limited or denied by Sex Discrimination. These measures are provided to restore or preserve that person's access to the recipient's education program or activity after a recipient determines that Sex Discrimination occurred.

Respondent

A Respondent is an individual who is reported to have violated the Policy.

Student

A Student is an individual who has gained admission to the University. Admission includes part-time, full-time, special, transfer, exchange or any other type of enrollment, membership or matriculation in or at an education program or activity operated by the University. Student status lasts until an individual graduates, is suspended or expelled, or is not in attendance for two complete, consecutive terms, and includes those with a continuing educational relationship with the University. The University reserves the right to administer this policy and proceed with any process provided by this policy even if the Student withdraws from the University, is no longer enrolled in classes, or subsequently fails to meet the definition of a Student while a disciplinary matter is pending.

Title IX Coordinator

The Title IX Coordinator is the designated University official with primary responsibility for coordinating the University's compliance with Title IX. This individual provides leadership for Title IX activities; offers consultation, education, and training; and helps to ensure that the University responds appropriately, effectively, and equitably to all Title IX issues. Any reference to the Title IX Coordinator in this policy may also include a designee of the Title IX Coordinator to fulfill this role

Section V – Missing Student

In the event that a person is missing more than 24 hours or less than 24 hours as noted below, The Department of Public Safety will be notified. The Department of Public Safety will comply with the following:

1. Interview the complainant to determine the reason the complainant is reporting the person missing.
2. Gather all essential information about the missing person, including clothing description, where/when subject was last seen, who they may be with, vehicle description, etc.
3. Gather information about the perceived physical and mental well-being of the individual from the complainant.
4. Conduct a quick, but thorough search in all campus buildings and parking lots.
5. If the missing person is a student, the student's room will be checked, and Student Affairs notified. If the missing person is a faculty or staff member, their office/department will be checked, and Academic Affairs or Human Resources will be notified.

If the above actions are unsuccessful in locating the missing person, or it is apparent from the beginning that the person is actually missing or the situation includes one or more of the unusual "at-risk" circumstances in bullets below, The Department of Public Safety will not wait 24 hours but will immediately request assistance from the Pittsburgh Police in order to make entry into the Unidentified Persons File through the Commonwealth Law Enforcement Assistance Network (CLEAN) in accordance with Pennsylvania State Police policy and procedures:

- Missing person is under 18
- Out of the zone of safety for their age and physical and mental condition
- Mentally diminished
- Drug dependent
- A potential victim of foul play or sexual exploitation
- In a life-threatening situation
- Absent from home for more than 24 hours before being reported to a law enforcement agency as missing
- Believed to be with a person who could endanger their welfare
- Is absent under circumstances inconsistent with established patterns of behavior

If appropriate, an AMBER Alert will be issued and/or other immediate community notification methods, if available, will be activated.

Section VI – Annual Fire Safety Report

Reporting a Fire

Fires should be immediately reported to The Department of Public Safety at 412-365-1111. Pittsburgh Police, Fire, and EMS can be reached by dialing 911.

Fire Drills

Fire Drills are conducted in student housing twice a year by Student Affairs, Facilities Management and Public Safety.

Fire Safety Policies

Smoke detectors have been installed in each student room for the protection of the occupants in case of fire. Woodland and Dilworth Halls have full sprinkler systems, while Fickes Hall has a partial sprinkler system. Smoking is not permitted in any buildings.

Residence Life permits students to use U.L. approved hot pots, coffeemakers, and microwave ovens. Other types of cooking devices are not permitted or have restricted use. See the Student Handbook for additional information. Candles, incense, space heaters and halogen lights are not permitted in student housing. See the Student Handbook for additional information.

Chatham University has detailed Fire Plans, Evacuation Plans, and Emergency Response Plans, which are posted on <https://my.chatham.edu/>.

Fire Safety Education and Training

Resident Life professional and student staff are trained and given specific information on who to contact in an emergency, how to assess an emergency, how to respond using general response steps, and how to respond to fire emergencies.

Fire Safety Improvements and Upgrades

Chatham University reviews the fire systems annually and implements upgrades, repairs, or revisions whenever issues are identified.

Evacuation Procedures

If you hear the fire alarm sound, you are required to immediately evacuate the building. Remember **RACE**:

- **R** – Rescue anyone in immediate danger and Remove yourself from danger.
- **A** – Alarm by pulling the fire alarm and notifying Public Safety at 412-365-1111.
- **C** – Contain the fire and smoke by closing doors as you evacuate.
- **E** – Extinguish the fire using the proper extinguisher. If the fire is too intense, evacuate.

Once you evacuate a building, meet in the designated meeting location and/or remain a safe distance from the building until the campus police inform you that you may go back inside.

Student Housing Fire Safety Systems

Building	Smoke and/or heat detectors	Partial or full sprinkler system	Fire extinguishers	Evacuation/ Emergency information posted	Redundant monitoring system
Chatham Apartments	Y		Y	Y	Y
Chung Apartments	Y		Y	Y	
Dilworth Hall	Y	Y	Y	Y	Y
Fickes Hall	Y	Y	Y	Y	Y
Haber Apartments	Y		Y	Y	
Hicks Estate	Y		Y	Y	Y
Laughlin Apartments	Y		Y	Y	Y
Linzer Apartments	Y		Y	Y	
Pelletreau Apartments	Y		Y	Y	Y
Rea Hall	Y		Y	Y	Y
Woodland Hall	Y	Y	Y	Y	Y
Orchard Hall (Eden Hall Campus)	Y	Y	Y	Y	Y

2021 Fire Log

7/19/21	5:11 pm	Laughlin Music Center	False alarm	No	No	None
9/1/21	2:00 pm	Eastside	False alarm	No	No	None
9/2/21	5:33 pm	ADC	Pull station activated-no fire	No	No	None
9/9/21	6:10 pm	ADC	Pull station activated-no fire	No	No	None
9/11/21	11:45 am	Hicks Estate	False alarm	No	No	None
9/29/21	4:02 pm	Berry Hall	False alarm	No	No	None
9/29/21	5:52 pm	Falk Hall	False alarm	No	No	None
12/2/21	3:54 pm	Woodland Hall	Worn belt on fan motor	No	No	\$150

2022 Fire Log

Date	Time	Location	Nature of Fire	Injuries	Deaths	Cost
10/11/22	1:59 pm	Pelletreau Tower 6	Cooking fire	No	No	\$5,625.88

2023 Fire Log

Date	Time	Location	Nature of Fire	Injuries	Deaths	Cost
04/12/23	6:55 pm	Graham Field	Personal Vehicle Fire in Parking Lot	No	No	\$0
7/13/23	9:45 pm	Woodland Hall	Cooking Fire	No	No	\$100