Newark Campus

The Ohio State University at Newark
Central Ohio Technical College

2016 Annual Campus Security Report
Crime Awareness and Campus Security Act of 1990

Newark Campus Public Safety
105 Warner Building
1179 University Drive
Newark, Ohio 43055
Phone: 740-366-9237
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Introduction

Your safety is our concern. It also must be your concern. As a University, we work very hard to prevent crime, fire, accidents and illness, but nothing we do is as important as what you do – and in some cases, don’t do.

The Newark Campus Department of Public Safety, including Ohio State University Police and Newark Campus Security has primary responsibility for crime prevention, fire prevention, emergency planning and law enforcement on campus. Other areas, such as Student Life, the Title IX Coordinator, the Admissions Office, and many others contribute to making this a safer place to study, work and live.

This publication contains valuable information about how you can help us keep you safe, on and off campus. Please pay special attention to the safety tips. Following them will reduce your chances that you will be a victim of a crime, become injured or loose valuables.

This report is intended to comply with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as amended by the Higher Education Opportunity Act, Title IX and Violence Against Women Acts (VAWA) of 2014. While we have sought to make this report a valuable resource of safety information, we invite you to contact any of the departments or programs listed in this report for more information about our policies and resources.

Campus Public Safety

The vision of the Newark Campus Public Safety Department is a safe and secure campus that demonstrates transparency, trust, honesty, integrity, and respects differences in ideas, people, and lifestyles. These same qualities will be reflected in the Public Safety Department's leadership, personnel, programs and services, and its image, both on and off campus.

The mission of the Newark Campus' Public Safety Department is to ensure a safe, secure, and orderly campus for students, faculty, staff, and visitors thereby contributing toward a positive learning environment.

Public Safety recognizes and supports, in action and in spirit, the mission of The OSU Newark and COTC Campus'. We continually strive to improve the quality of service the campus community receives. We actively investigate problems and incidents and search for positive solutions that will support a sense of security throughout the campus.
## Emergency Number

**Dial 9-1-1 from both on campus phones and cell phones**

## Non-Emergency Numbers

<table>
<thead>
<tr>
<th>OSU Newark Public Safety</th>
<th>Outside Campus</th>
<th>From Campus Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>OSU Police Newark</td>
<td>740-366-9237</td>
<td>6-9237</td>
</tr>
<tr>
<td>OSU Police Columbus</td>
<td>614-292-2121</td>
<td>9-8-2-2121</td>
</tr>
<tr>
<td>Newark Security</td>
<td>740-366-9237</td>
<td>6-9237</td>
</tr>
</tbody>
</table>

### Newark Police

- **Non-Emergency Number**: 740-670-7201
  - From: 9+8+740-670-7201 Newark Campus

### Newark Fire

- **Non-Emergency Number**: 740-670-7600
  - From: 9+8+740-670-7600 Newark Campus

### Licking County Sheriff

- **Non-Emergency Number**: 740-670-5500
  - From: 9+8+740-670-5500 Newark Campus

### Mt. Vernon Police

- **Non-Emergency Number**: 740-393-9559
  - From: 9+8+740-393-9559 Newark Campus
  - 9+3+740-393-9559 Mt. Vernon Campus

### Coshocton County Sheriff

- **Non-Emergency Number**: 740-622-2411
  - From: 9+8+740-622-2411 Newark Campus
  - 9+3+740-622-2411 Coshocton Campus

### Pataskala Police

- **Non-Emergency Number**: 740-927-5701
  - From: 9+8+740-927-5701 Newark Campus
  - 9+3+740-927-5701 Pataskala Campus

### State Highway Patrol

- **Non-Emergency Number**: 740-587-7060
  - From: 9+8+740-587-7060 Newark Campus
  - 9+3+740-587-7060 All extended campuses
# Resource and Referral Listing

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<tr>
<th>Service</th>
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<tr>
<td>AA Alcoholics Anonymous</td>
<td>740-345-7060</td>
</tr>
<tr>
<td>Alcohol and Drug Dependency Program</td>
<td>740-366-7303</td>
</tr>
<tr>
<td>Counseling and Consultation Services OSU Columbus Campus</td>
<td>614-292-5766</td>
</tr>
<tr>
<td>Counseling and Consultation Services OSU Newark and COTC Campus</td>
<td>740-364-9578</td>
</tr>
<tr>
<td>Student Safety and Escort Services</td>
<td>740-366-9237</td>
</tr>
<tr>
<td>Faculty Staff Assistance Program</td>
<td>800-678-6265</td>
</tr>
<tr>
<td>Ohio Domestic Violence Hotline</td>
<td>800-934-9840</td>
</tr>
<tr>
<td>Rape Crisis Center</td>
<td>800-344-9291</td>
</tr>
<tr>
<td>Sexual Assault Network of Central Ohio (SARNCO)</td>
<td>614-267-7020</td>
</tr>
<tr>
<td>Student Health Services – OSU Students</td>
<td>614-292-4321</td>
</tr>
<tr>
<td>Student Wellness Center – OSU Students</td>
<td>614-292-4527</td>
</tr>
<tr>
<td>Student Travel Safety – OSU Students</td>
<td>614-292-7677</td>
</tr>
<tr>
<td>Student Advocacy Center – OSU Students</td>
<td>614-292-1111</td>
</tr>
</tbody>
</table>
OSU-COTC Newark Public Safety Department

The Public Safety Department at the Newark Campus is comprised of a multi layered approach. The Department is staffed by current law enforcement personnel, non-armed security personnel and students hired to assist in providing non-essential services. Many of the current security staff are retired law enforcement officers providing years of experience. Public Safety provides varied services to include ID services, and BCI+I, FBI backgrounds for employment and educational requirements. Key and Access control, building lock out, vehicle jump start and lock out assistance are provided along with safety escorts.

The Department of Public Safety is staffed by:

- 1 full-time law enforcement officer,
- 5 full-time security officers,
- 3 part-time security officers who have full institutional authority.

In addition to full-time security officers, Public Safety employs a modest student security staff that provides services for the University community. Public Safety Security Officers and Public Safety Student Workers do not have statutory arrest powers, but work to assist with security matters. In addition, the Law Enforcement Officer often referred to as Campus or University Police is an armed sworn law enforcement officer. The Department of Public Safety provides key and ID issue for faculty, staff and students. Security regulates parking and traffic, campus escort service, and motor vehicle assistance. The COTC extended campuses are patrolled by local law enforcement supported by OSU Police and Newark Campus Security.

The Ohio State University Police

Police officers of The Ohio State University are designated by statute as the law enforcement officers for the university. They are empowered to use investigative authority on reasonable suspicion of crime, to search and arrest as authorized by law, and to use reasonable and necessary force to enforce law and protect property on university land and as provided by mutual aid compacts established with other jurisdictions. Their oath of office is a personal commitment to the rule of law and constitutional limitations of police authority. University Police perform the same duties and have the same authority as police departments in the cities in Ohio. They evaluate reported crimes and conduct investigations to determine the responsible party. University Police enforce laws regulating underage drinking, the use of controlled substances, weapons, and all other incidents requiring police assistance. They have police jurisdiction on all university property, provide primary police services to The Ohio State University Columbus campus, and provide police services at Ohio State’s regional campuses located at Lima, Mansfield, Marion,
Newark and Wooster. The University Police Division has established a strong working relationship with many local, state and federal law enforcement agencies. The Ohio State University Police Division has a mutual aid agreement with the Central Ohio Technical College giving law enforcement authority at COTC’s extended campuses.

In the event that an OSU Police Officer is unavailable for response, a local law enforcement agency will respond. For OSU and COTC Newark, the Newark Police Department is called. COTC Pataskala is served by the Pataskala Police Department, COTC Coshocton by the Coshocton County Sheriff's Office and COTC Knox by the Mt Vernon Police Department.

The Ohio Intrastate Mutual Aid Compact law gives Ohio State’s Police Division the ability to call upon any law enforcement agency to provide mutual assistance or aid for purposes of responding to and recovering from a disaster, preparing for incidents, exercises, training activities, planned events, or emergencies, any of which require additional resources. The OSU Police Division has also entered into an agreement with Bowling Green State University, Central State University, Cleveland State University, Kent State University, Miami University, Ohio University, Shawnee State University, University of Akron, University of Toledo, Wright State University, Youngstown State University and Columbus State Community College to provide and receive mutual assistance and police services upon request.

Emergency telephone service, 9-1-1 by cell phone, is also available from all campus phones, which are available in all buildings on campus by dialing 9-1-1. Walk-in service from Public Safety is available every hour of every day to receive reports and investigate crimes that are reported to have occurred on university property. Non-emergency phone contact is made by calling 740-366-9237, or 6-9237 on a campus phone. The Public Safety Office, housing OSU Police and Campus Security is located in the Warner Center, 1179 University Drive, Newark, Ohio 43055.

Campus Security

Campus Security Officers provide support and summon law enforcement assistance for individuals who have been victims of crime. Officers also secure buildings and property, and monitor the activity of all individuals. The Public Safety Office works closely with local, state, and federal law enforcement agencies regarding the reporting and investigation of crime. Students, faculty and staff must respond to reasonable requests of security officers in the exercise of their duties to provide a safe and secure campus. Failure to be cooperative may result in various outcomes from student judicial and Human Resources sanctions to arrest by Law Enforcement. Reporting to the Office of Facilities Planning of the Newark Campus, Officers patrol 24 hours each day using marked police and security vehicles, golf carts, and foot patrols.

The OSU Police and Newark Campus Security works in conjunction with the Newark Police Department through a mutual aid agreement. Newark Campus Public Safety cooperates with all local law enforcement, state, and federal authorities in the exercise of their responsibilities. It is the policy of Public Safety to encourage accurate and prompt reporting of all crime to the Public Safety Department.

The Office of Student Conduct is responsible for on-campus student disciplinary proceedings. Newark Campus Public Safety and the Office of Student Support Services work collaboratively to resolve incidents of student misconduct that violate University policy and procedures.

Newark Campus Public Safety and/or The Ohio State University Police Division investigate incidents of a criminal nature. Assistance, if requested is provided from the Newark Police Department, Licking County Sheriff's Department, Ohio State Patrol, Ohio Bureau of Criminal Identification, and the Federal Bureau of Investigation. The Newark Campus maintains an open campus environment and encourages the community to participate in activities that are open to the public. However, the University reserves the rights to restrict unauthorized persons from its grounds when appropriate.

Fire prevention on the Newark Campus is led by the OSU Department of Public Safety. Other partners include Student Life, Environmental Health & Safety, as well as the City of Newark Division of Fire and
the State of Ohio Fire Marshal's Office. Together, along with the support of students, faculty, and staff, we foster a culture of fire prevention and promote the safety and well-being of our campus community.

The Public Safety Office, housing OSU Police and Campus Security is located in the Warner Center; 1179 University Drive. Campus Security is available 24 hours a day, 365 days a year, to receive reports and investigate crimes that are reported to have occurred on University or College property by calling 740-366-9237.

Safety and Crime Prevention Initiatives

International Travel Safety

A travel safety initiative for OSU students who are traveling as part of the Office of International Affairs Study Abroad program provides information regarding safety and security concerns. All faculty leading the official Ohio State University programs are provided with country-specific information sheets, are given emergency contact cards, and go through a health, safety, emergency response training and receive a handbook that elaborates on these issues. All students on these programs also go through a mandatory health and safety orientation and are given emergency cards and country-specific information through Carmen, along with a study abroad handbook. With online access to the various security databases, current area specific information is available from Central Campus Security and Protective Services at 614-292-7677 or Student Life Risk and Emergency Management 614-292-9334.

This program also provides an emergency 24-hour contact number on campus, 614-292-6677, for students as part of the Office of International Affairs Study Abroad program. Contact Central Campus Security and Protective Services at 614-292-7677 for information or visit the OIA website at https://oia.osu.edu/health-and-safety.html.

Built Environment Security

The Newark Campus implements numerous safety precautions. Extensive lighting is found throughout the campus, and the University continues to implement additional lighting improvement projects and to consider public safety in maintaining its buildings and grounds. In addition, construction and renovation plans for OSU and COTC facilities are reviewed for principles associated with crime prevention through environmental design. Access to campus buildings is restricted after normal business hours, and current campus identification must be shown to gain admittance to many facilities. Residence Halls are locked 24 hours a day and require BuckID identification cards for access.

Security Planning Strategies

The Campus recognizes that the built environment has an influence on criminal behavior and in promoting an atmosphere of security and safety for our students, faculty, staff, and visitors. For this reason, it is our desire to implement in the design of our buildings, open spaces, and campus as a whole, environmental elements that will have a positive impact on security. To further that effort, we focus on a number of safety and security considerations and security planning principles as we design and develop buildings and other areas of campus.

These include the appropriate site selection and building placement, as well as appropriate use of signage, natural and man-made security barriers, architectural elements and landscape materials, access controls, lighting and security cameras. By incorporating these elements into the design of campus spaces, we aim to create a safe and open atmosphere that promotes living, learning, and working while at that same time effectively deterring criminal activity and other inappropriate uses of campus spaces.
Crime Prevention, Safety Programs and Education

In addition, Newark Public Safety offers numerous crime prevention and safety programs to the campus community. These programs are offered by various University organizations and are available throughout each academic year. Sponsors and their programs include:

Community Policing: The Newark Campus Public Safety Department utilizes a community policing philosophy with goals of:

1) Establishing positive contacts with the campus community;
2) Identifying real and/or perceived problems that exist in the campus community; and
3) Developing programs which aid in the resolution of identified problems.

The Public Safety Department uses different modes of transportation to patrol Campus to include bicycles, marked and unmarked vehicles, golf carts and officers on foot patrol.

Courtesy Phones: Located throughout the Newark campus, these phones provide a direct line of communication to Campus Security for individuals in need of emergency assistance. Courtesy phones can also be used for 9-1-1 emergency calls that are routed to the Newark 9-1-1 Center.

Sexual Assault Survivor’s Rights: The University Police Division has developed and implemented a “Sexual Assault Survivor’s Rights” program, which is designed to protect the rights of survivors of sexual assault and is a road map to empower and inform survivors of sexual assault. Newark Campus Public Safety has adopted the sexual assault survivor’s rights.

Newark Campus Safety Escort Program: At some point, you may have some uneasiness when walking alone. This program can help reduce your anxiety. One of the campus security officers will be glad to assist you in safely reaching your destination on campus. Arrangements can be made in advance or on the spot. From a campus phone, dial 6-9237 to contact one of our officers. From a public phone, call 740-366-9237. The Campus Safety Escort Service serves all Newark Campus students, faculty, and staff. Our goal is to offer an alternative to walking alone after dark. However, the service is provided 24 hours a day, 7 days a week.

Prospective and Current Student Crime Awareness and Prevention Programs: The Police Division and Office of Student Life present information to prospective students and their parents about University safety programs and general campus safety tips. Safety literature and displays are available during orientation and at move-in. Additionally, a Student Life audio-visual presentation, including personal safety information, is presented to students and parents, and literature is distributed during the academic year. Information is also available at various web sites such as dps.osu.edu/police and studentlife.osu.edu/resources/safety.

Staff and Faculty Forum: Faculty and Staff meet monthly at a Staff Forum where updated information is given to members regarding crime patterns, crime prevention and pertinent safety reminders.

New Student and Faculty Orientation: Prior to the beginning of the academic semester, orientation sessions are held for new students and adjunct faculty members where crime prevention, safety and awareness information is distributed.

Resident Hall Crime Prevention: Annually the Public Safety Office provides training for the Resident Advisors of Newark Residence Halls that house both OSU and COTC students. This training covers drug, alcohol and sexual assault protocols as well as stalking and telecommunications harassment information. Additional meetings are held for the RAs and their residents as requested.

General Postings: Crime prevention materials are posted on building bulletin boards as well as by mass email.
Programs to prevent dating violence, domestic violence, sexual assault, and stalking

The Ohio State University prohibits crimes of dating violence, domestic violence, sexual assault and stalking. The following definitions apply to all members of the University community (faculty, staff, students, student employees, graduate associates, appointees, volunteers), vendors, and visitors under University Policy 1.15.

**Consent** - Permission that is clear, knowing, voluntary, and expressed prior to engaging in and during an act. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) sexual activity.

A. Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity.

B. Consent may be withdrawn at any time.

C. Previous relationships or prior consent cannot imply consent to future sexual acts; this includes “blanket” consent (i.e., permission in advance for any/all actions at a later time/place).

D. Consent cannot be given by an individual who one knows to be – or based on the circumstances should reasonably have known to be – substantially impaired (e.g., by alcohol or other drug use, unconsciousness or blackout, etc.).
   1. Substantial impairment is a state when an individual cannot make rational, reasonable decisions because she/he lacks the capacity to give knowing consent (e.g., to understand the “who, what, when, where, why, or how” of their sexual interaction).
   2. This policy also covers individuals whose substantial impairment results from other physical or mental conditions including mental disability, sleep, involuntary physical restraint, or from the consumption of alcohol or other drugs.
   3. Being impaired by alcohol or other drugs will never function as a defense for any behavior that violates this policy.

E. An individual cannot consent who has been coerced, including being compelled by force, threat of force, or deception; who is unaware that the act is being committed; or who is coerced by a supervisory or disciplinary authority.

**Dating Violence** - Violence or threat of violence by an individual who has been in a social relationship of a romantic or intimate nature with the complainant. Whether there was such relationship will be determined based on the reporting party’s statement and with consideration of the length and type of relationship, and the frequency of interaction of the persons involved in the relationship.

**Domestic Violence** - Conduct that would meet the definition of a felony or misdemeanor crime of violence committed by the complainant's current or former spouse or intimate partner, a person with whom the complainant shares a child in common, a person who is or has cohabitated with the complainant as a spouse or intimate partner, or individual similarly situated to a spouse under domestic or family violence law, or anyone else protected under the domestic or family violence law of the jurisdiction in which the offense occurred. An individual need not be charged with or convicted of a criminal offense to be found responsible for domestic violence pursuant to this policy.

**Relationship Violence** - Dating violence and domestic violence.

**Sexual Assault** - Non-consensual sexual contact and non-consensual sexual intercourse. All such acts of sexual assault are forms of sexual violence, and therefore sexual misconduct.
Sexual Misconduct - Conduct of a sexual nature or conduct based on sex or gender that is nonconsensual or has the effect of threatening, intimidating, or coercing a person. Includes sexual harassment, sexual violence, relationship violence, and stalking. Sexual misconduct is a form of sex- and gender-based discrimination.

Sexual Violence - Sexual acts perpetrated against an individual's will or when an individual is incapable of giving consent. All such acts of sexual violence are forms of sexual misconduct.

Stalking - A course of conduct directed at a specific individual that would cause a reasonable person under similar circumstances and with similar identities to the complainant to fear for her, his, or others' safety, or to suffer substantial emotional distress. A course of conduct includes two or more acts, including but not limited to, those in which the alleged perpetrator directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about the complainant, or interferes with the complainant's property.

The Ohio State University is committed to educating the community, including all incoming students and new employees, on domestic violence, dating violence, sexual assault, and stalking, through a variety of primary prevention programs and ongoing awareness campaigns. Beginning in the Fall of 2015, the University started offering online training modules to all employees and students, to promote the awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. These modules include safe and positive options for bystander intervention, risk reduction information, procedures victims should follow to make a report, confidentiality information, on and off-campus resources, victim support options, disciplinary procedures, and possible sanctions and protective measures the institution may impose following a final determination of an institutional disciplinary procedure. In addition to these primary prevention educational modules, the University offers a variety of instructor-led training to students and employees on issues of sexual and relationship violence. For more information, see Sexual Civility and Empowerment Program (SCE).

Title IX Coordinator

Title IX is a federal law that prohibits discrimination and harassment based on sex or gender. This may include acts of sex or gender-based discrimination, sexual misconduct, sexual harassment, sexual violence, relationship violence, and stalking. 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 the university responds appropriately, effectively and equitably to Title IX issues. For more information, visit titleix.osu.edu or contact the Title IX Coordinator or any of the Deputy Title IX Coordinators for OSU Columbus students, faculty, and staff:

- Kellie Brennan, Compliance Director and Title IX/Clery Coordinator: 614-247-5838, 21 east 11th Ave. in the South Campus Gateway, titleix@osu.edu or brennan.241@osu.edu;
- Deirdre Rosenfield, Associate Director of Student Conduct and Deputy Title IX Coordinator for Students: 614-292-0748, 550 Lincoln Tower, 1800 Cannon Dr., resenfield.36@osu.edu;
- Tom Ramey, Director of University Wexner Medical Center Employee Relations and Deputy Title IX Coordinator for faculty, staff, and student employees: 614-293-3497, 300 Gateway Building C, 1590 N. High St., ramey.22@osu.edu;
- Miechelle Willis, Senior Associate Director for Athletics and Deputy Title IX Coordinator for Athletics: 614-688-3280, 1001 Fawcett Center for Tomorrow, 2400 Olentangy River Rd., willis.102@osu.edu.
OSU Newark and Central Ohio Technical College Contacts:

- Title IX Newark Contact for employees: Jacqueline H. Parrill, Ed.D. Vice President (COTC) Director (Ohio State Newark), Founders Hall room 1014, 740-366-9367 parrill.9@osu.edu
- Title IX Newark Contact for students: Holly Mason, Director of Student Life Warner Center Room 226, 740-366-9219 mason.536@osu.edu

Sexual Civility and Empowerment Program (SCE)

Student Life’s Sexual Civility and Empowerment Program (SCE) team provide services addressing situation of sexual violence, including sexual assault, stalking, dating/domestic abuse and violence and sexual harassment. Support, advocacy, prevention, and education services are provided through the Student Advocacy Center (1120 Lincoln Tower | 614-292-1111). For more information about SCE, visit advocacy.osu.edu/sexual-violence/.

Sexual Violence Support Coordinators are available to support Ohio State students who experience sexual violence in any form, before or during their attendance at the university, providing advocacy, resources and direct service that is non-judgmental, survivor-focused and empowering. Support Coordinators recognize that each person’s experience is unique; as is the way each individual copes and heals. Support Coordinators assists survivors of sexual violence in understanding and navigating university policies and procedures and help promote their academic success and personal wellness. Support Coordinators can help connect individuals with:

- Knowledge of university and criminal reporting procedures
- Assistance processing immediate reactions and response
- On and off campus counseling support
- Survivor healing opportunities
- Safety planning
- Academic assistance
- Empowerment coaching
- Sexual Violence Assistance Fund

SCE aims to educate students and the campus at large, empowering the Buckeye Community to help prevent sexual violence. The Sexual Violence Prevention Coordinators are responsible for the development, implementation and evaluation of evidence-based primary prevention efforts and awareness campaigns, and focuses on initiatives that will promote a positive shift in the culture. The SCE team facilitates innovative sexual violence research efforts, which shapes primary prevention workshops and campaigns delivered to students and high-risk sub-populations across campus. Descriptions of these workshops may be found at http://sce.osu.edu/get-info/interactive-presentations. SCE programming efforts aim to help students do the following:

- Recognize different types of sexual violence
- Understand that sexual violence is prohibited by both the university and by Ohio law
- Debunk common rape myths
- Look at how sexual violence is portrayed in the media and our culture
- Explore social constructs and cultural norms that encourage sexual violence
- Reveal facts about sexual violence and its relationship with alcohol and other drugs
- Understand sexual consent, coercion, and Ohio State’s definition of sexual misconduct
- Build relationship skills and skills to communicate sexual consent
- Understand and practice bystander intervention methods
- Empathize with and support survivors of sexual violence
- Know and be able to reference the campus and local sexual violence resources
- Information about bystander risk reduction to decrease the likelihood of victimization and recognize warning signs of abusive behavior
Risk Reduction Strategies

- **Look out for "sketchiness."** This can be someone pressuring you and friends to drink a lot, or who is overly enthusiastic about getting someone else drunk. Look out for someone talking about hooking up with the "most wasted person in the room."
- **Trust your instincts.** If something doesn't feel quite right, it probably isn't.
- **Be careful with mixed punches, jungle juice, or other communal beverages.** Contents and alcohol volume are often a mystery. Fruit holds and concentrates alcohol or anything else in the mix.
- **Be aware of your drink.** Never leave your drink unattended, or even in the possession of a friend. Also be aware of who is making your drink, and consider watching them make it.
- **Be cautious of beverages that will mask the flavor or effects of alcohol,** such as carbonated alcoholic beverages, alcohol mixed with energy drinks or sweet mixes.
- **Know your limits** and your friends' limits for drinking and other drug use.
- **Use the buddy system:**
  - Make a plan with your friends before you go out - talk about how long you want to stay out, what to do if a friend meets someone, etc. Have a plan!
  - Never leave a friend alone when she or he has had too much to drink.
  - Take your friend to a safe place. This means leaving the party, bar, house, or wherever.

SCE has developed and administers an evidence-based bystander intervention program developed for students, which continues to expand its reach among various student populations. The “Buckeyes Got Your Back” (BGYB) bystander intervention program goes beyond telling students how not to become victims or how not to perpetrate; rather, it empowers an entire community to prevent sexual violence before it happens.

Specifically, BGYB aims to do the following:
- Improve participants’ understanding of sexual violence, sexual consent, and the impact of alcohol and other drugs
- Increase motivation to help
- Develop skills and confidence to respond to problems
- Promote safety
- Highlight campus sexual violence resources

BGYB encourages Buckeyes to be Active Bystanders, who:
- Look out for their friends and fellow Buckeyes.
- Prevent bad things from happening by intervening -- NOT standing by.
- Strive to create a safe community for everyone (regardless of their identity).
- Take responsibility for their reactions toward inappropriate behavior.
- Battle the Bystander Effect. The Bystander Effect is a phenomenon in which the more people who witness an emergency event, the less likely anyone is to intervene. BUT, silence and passivity are not neutral. They encourage attitudes and behaviors that promote sexual violence.

**Office of Student Life**

The Office of Student Life at the Newark Campus strives to cultivate a campus community where students can achieve success and become responsible citizens. Their purpose is to support the University's mission by providing services and programming. Student Life encourages student learning in and out of the classroom, and developing a diverse community which is educationally purposeful, open, just, disciplined, and caring.

The Office of Student Life intentionally creates an involved community to promote students’ well-being, personal development, and commitment to the common good through transforming experiences. To provide our students with an opportunity to develop these dimensions, the Office of Student Life offers an
array of programs, services and activities. The Office of Student Life can be found at 1179 University Dr. Warner Building Room 226.

Office of Student Conduct

The primary focus of Student Life’s Student Conduct department is to promote university community standards through the administration of OSU and COTC’s Code of Student Conduct. The office also serves as an information source on student behavior, student discipline, disciplinary hearings, appeals, and hearings.

The purpose of the university discipline system is to promote student development by addressing behaviors that are inconsistent with community standards and expectations, as defined by the Code of Student Conduct. The office conducts fair and impartial processes regarding alleged violations of the Code and, when appropriate, administers proactive and educational sanctions.

Student Conduct often coordinates its services with other campus offices in an effort to serve students to the fullest extent. Students are encouraged to communicate individual concerns they have, including alcohol or drug dependency, mental or emotional wellness, or potential legal issues to Student Conduct. When appropriate, referrals will be made to other university offices in an effort to best serve students.

Detailed information related to the judicial processes for both The Ohio State University at Newark and Central Ohio Technical College can be found at their respective Code of Student Conduct links located on this page:

studentconduct.osu.edu
newark.osu.edu/students/student-life/judicial-services
cotc.edu/Life/Pages/Judicial-Affairs.aspx

Whenever persons witness what appears to be criminal activity or violations of University rules under the Code, they are encouraged to report this to University Police, as it is the police’s role to be the primary campus investigative authority for such matters. Persons may contact the Office of Student Conduct, which may conduct an investigation or contact University Police for an investigation of the matter. When appraised of activities by recognized student organizations that allegedly are in violation of the Code of Student Conduct, (including criminal activity), the Office of Student Conduct may initiate disciplinary proceedings against the student organization and/or its members. If deemed appropriate by the Office of Student Judicial Conduct, a hearing may occur to determine if any violations of the Code have taken place. The Office is located at 1179 University Dr. Warner Building Room 226 and can be reached at 740-364-9578.

It is University practice to solicit from local law enforcement agencies information on criminal activity involving students in off campus programs. This information is made available to the Office of Student Conduct and other appropriate offices on campus.

Student Disability Services

Office for Disability Services (ODS) is a support unit for students of The Ohio State University at Newark and Central Ohio Technical College. ODS provides FREE programs and services designed to help students have full access to college life.

All students are encouraged to contact the Office for Disability Services in the early stages of their college planning. Preadmission services include information about academic support services, specialized equipment, transition issues, admission requirements, and meetings with staff counselors. Office for Disability Services Life can be found at 1179 University Dr. Warner Building Room 226.
Student Life University Housing

Each year, this office offers safety and crime prevention policies and information through its web-based Residence Hall Handbook. In addition, each residence hall makes safety instruction programs regularly available to its residents in cooperation with other university programs.

Programs and services include:

- Each residence hall is assigned a community policing liaison with university police. The police liaisons offer a variety of community outreach from walking rounds with staff, attending events, speaking with students about concerns and/or offering educational programming.
- Residence hall staff post seasonal safety messages based on relevant concerns during the year such as protection of valuables during breaks, severe weather response, spring break safety and Student Safety escort service availability.
- Education programs within the halls may be offered to specific communities based on the needs of those communities or the demand of the student community.
- Resident advisors attend a mandatory “train the trainer” session providing them information about the “Top Ten Safety Considerations” that they are required to review with their student residents. At the same session the residence hall staff are trained on building-specific fire panel, severe weather safety, emergency notifications, evacuation and shelter-in-place procedures. Resident advisors are also given the opportunity to participate in fire extinguisher demonstrations.

For further information, call 614-292-3930 or visit housing.osu.edu.

Sexual Violence Committee

The Sexual Violence Committee (SVC) is a group of students, Student Life, University Compliance staff, and University Police, faculty and community partners striving to address the issue of sexual violence at The Ohio State University. Charged by the Vice President of Student Life, the SVC’s mission is to foster a safe and respectful climate through prevention and a coordinated community response to sexual violence. For more information about the SVC, visit https://spa.ehe.osu.edu/files/2015/02/Sexual-Violence-Committee-Information.pdf.

Buck-I-CARE

Buck-I-CARE is a new initiative through SCE, focusing on creating a culture of personal responsibility for each individual to care for themselves and their partners, and bringing awareness to the issue of sexual violence by providing guidelines for sexual experiences.

Check: Check that your partner has the capacity to make informed and sound decisions for themselves
Ask: Ask your partner for consent and make sure they are enthusiastically engaged
Respect: Respect your partner’s boundaries by accepting when they do not want to engage in a sexual activity
Empower: Empower your partner to make decisions through following the steps above and communicating with CARE

More information on Buck-I-CARE can be accessed through the SCE website at http://sce.osu.edu/buck-i-care

Buckeyes ACT

Buckeyes ACT is Ohio State’s comprehensive plan to combat sexual misconduct and relationship violence. Buckeyes ACT combines new programs with existing initiatives focusing on:

- Action: prevention efforts and bystander intervention
- Counseling: advocacy and support services
- Training: awareness and prevention education

Specifically:
**Action:** Buckeyes ACT created a dedicated team for investigating reports of student sexual misconduct and relationship violence on campus, and a University-wide task force including students, staff and faculty, to identify best practices and explore innovative approaches to prevention and response.

**Counseling:** Buckeyes ACT increased the number of advocates to support students, and expanded the capacity of Student Life’s Counseling and Consultation Services, including a counselor with dedicated expertise in responding to trauma and sexual assault incidents.

**Training:** As part of Buckeyes ACT, OSU implemented mandatory sexual misconduct and relationship violence training for students in first-year orientation, in the First Year Experience (FYE) program, and in the Second Year Transformational Experience (STEP) program, launched for the incoming class of 2016.

### The Sexual Misconduct Assessment and Response Team (SMART)

The Sexual Misconduct Assessment and Response Team (SMART) meets regularly to ensure a prompt, thorough, and appropriate response to all reports of sexual misconduct, including sexual assault, relationship violence, and stalking. The SMART consists of the university’s Title IX Coordinator, The Ohio State University Police Division, Sexual Civility and Empowerment, Student Life Student Advocacy, Office of Legal Affairs, Student Conduct, University Housing, and Human Resources. The SMART ensures proper coordination of efforts in areas including university investigation, law enforcement, and survivor support services.

### Title IX Taskforce

The Title IX taskforce is comprised of students, faculty and staff. The task force has three workgroups focusing on assessment; awareness and prevention; and engagement. This task force focuses on creating positive culture shift through tangible action items and project implementation.

### Bias Assessment Response Team (BART) – Hate Crime Investigations

The Newark Department of Public Safety, OSU Police in partnership with the Student Conduct Officer or Human Resources collaborates as a bias assessment response team and receives, monitors, refers, and, as necessary, coordinates University responses to hate and bias-related incidents that impact all or a significant portion of the University community. Incidents may involve bias or hate grounded in race, religion, sex, gender, gender identity, sexual orientation, ethnicity, national origin, age, or disability that occur within the University community.

For purposes of this report, hate crimes include specified crimes that manifest evidence that the victim was intentionally selected because of the victim’s actual or perceived race, gender, religion, sexual orientation, national origin, ethnicity, or disability. Bias incidents fall within a broader definition and include acts or behavior motivated by the offender's bias against a race, gender, religion, sexual orientation, gender identity, ethnicity, or disability. While these acts do not necessarily rise to the level of a crime, a violation of state law, University policy, or the student code of conduct; a bias act may contribute to creating an unsafe, negative, or unwelcome environment for the victim, anyone who shares the same social identity as the victim, and/or community members of the University. For more information or to report an incident, please contact the Newark Public Safety Office, the Office of Student Conduct, or the Newark Campus Human Resources Department for assistance.

### Student Health Services

For Ohio State University students the Wilce Student Health Center (Student Health Services) at Ohio State Columbus is an accredited, outpatient facility providing a variety of health care services to the OSU student population.

Medical services include primary care, dental, sports medicine, preventative medicine, optometry, gynecology, and allergy. Support services include radiology, laboratory, injection therapy, physical therapy, and health education/promotion.
The Wilce Student Health Center also has a full-service pharmacy with prescription and over-the-counter medications. For more information, please call 614-292-4321, e-mail shs@osu.edu, or visit www.shs.osu.edu.

Emergency Notification and Evacuation

Emergency Notification Procedure

The Department of Public Safety assumes the role of issuing emergency notifications to the campus community. As defined, an emergency notification is the process of immediately notifying the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus.

The Ohio State University Newark and Central Ohio Technical College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system or systems. A notification will not be sent if in the professional judgment of responsible authorities, the notification compromises the efforts to assist a victim or to contain, respond to, or otherwise mitigate an emergency. Once the safety of those affected is assured then a notification will be sent as directed above.

Emergency notifications are initiated by either the Department of Public Safety, Dean of OSU Newark, President of COTC, OSU Emergency Management, or Chief of Police.

The process of issuing an emergency notification begins by confirming there is a significant emergency or dangerous situation. Public Safety personnel verify information and the existence of a significant emergency or dangerous situation. This occurs by collecting and assimilating information from firsthand accounts, from uniformed officers in the field, and through the use of surveillance technologies such as video and alarm systems. Alarm systems are monitored through the Department of Public Safety 24 hours a day, 7 days a week. In some locations, cameras can be reviewed in the event of an emergency.

Upon verification, dispatch personnel contact leadership within the Department of Public Safety to pass along specific information about the emergency or dangerous situation. Once the Department of Public Safety determines the event's significance and the populations it may impact, leadership begins the process of issuing emergency notifications.

The Department of Public Safety is responsible for determining the content of an emergency notification; the content of a notification is determined based on the circumstances and the manner in which the situation is impacting campus. The content of the notification message is designed to provide instruction to the OSU and/or COTC community that promotes the safety and well-being of those impacted. At times, messages may simply contain information about an area of campus to avoid. At other times, messages may have specific protective action recommendations or information about the nature of the incident itself. A message may be directed to the entire campus community or to specific areas or segments of the campus depending on the nature of the incident. The content is specifically crafted based upon the needs of individuals on campus and the situation at hand. It is designed to help protect individuals from harm and to prevent an incident from escalating into a more complex emergency that could potentially impact more of the campus community.

Upon determination of the notifications content, systems utilized to transmit emergency notifications are selected and activated to deliver the desired content relating to the emergency onto the end user within the OSU Newark and COTC community. These systems are described beginning on in the next section.
Delivery of an emergency notification may occur within minutes of the initial confirmation of a significant emergency or dangerous situation depending upon the time of day, the methods chosen to disseminate information, and the successful activation and performance of technologies used to issue notifications.

**Emergency Notification Systems**

*To report an emergency or dangerous situation, dial 9-1-1.*

Once the Department of Public Safety is aware that an emergency situation may exist, response agencies such as Police, Fire, or a Health Department can initiate a response and, if appropriate, Public Safety can begin the process of notifying our campus community.

Before or while Department of Public Safety leadership is being notified of a potential emergency or dangerous situation, dispatch personnel will notify first responders and will request their assistance at the scene. First responders called to a scene are typically the OSU Police Division. However, depending on the nature of the incident, other OSU departments or other local, state, or federal agencies may respond to the incident. OSU will work in cooperation with these agencies to manage the incident.

**General Information**

In the event of an emergency, the Department of Public Safety will determine the appropriate emergency notification systems to be used to deliver the emergency notification message to the campus community. OSU Newark and COTC may use any or all communication resources to disseminate information depending on the nature of the emergency and the surrounding circumstances.

Information pertaining to incidents and emergencies on campus will be disseminated to the larger public via media organizations through University Communications and/or Newark Marketing and Public Relations, as well as individuals involved in emergency response.

Emergency notifications may be sent to the entire campus community when a situation has the potential to affect a large portion of the campus, or they may be sent to specific buildings or areas of the campus in circumstances where the impact of the situation may be limited. The Department of Public Safety will evaluate the information known about the situation and will determine the appropriate areas of campus to be notified. As the situation progresses, the Department of Public Safety will continue to assess the circumstances and may notify additional segments of the campus community if it is warranted.

Based on the circumstances involved in the emergency or dangerous situation, the Department of Public Safety will develop a notification designed to aid in protecting individuals from harm, in preventing an incident from escalating into a larger or more complex emergency, and in preserving and maintaining law enforcement and other public safety operations.

**Buckeye Alert**

Buckeye Alert is a simple, reliable way to quickly send and broadcast messages to as many OSU Newark students, faculty, and staff as possible. Buckeye Alert is an emergency notification system that will send a text message alert to a registered user’s cell phone in the event of an emergency. Buckeye Alerts are designed for all-hazards emergency notifications. Buckeye Alert works with any cell phone and requires no installation of hardware or software. Buckeye Alert serves the Ohio State Columbus and OSU Regional campuses to include all OSU and COTC students, faculty and staff. Buckeye Alert is an opt-out system requiring users to sign up for enhanced features. For more information, please visit buckeyealert.osu.edu.
Please note that Timely Warnings, also called “Public Safety Notices,” are issued by the University Police Division. These alerts are distinct from Buckeye Alerts. Timely Warnings/Public Safety Notices provide information about crimes that have already occurred but still pose a serious or continuing threat. The Buckeye Alert emergency notification system will only be activated if the campus community in under an immediate threat from a significant emergency or a dangerous event and must take immediate action to remain safe and secure. Timely Warnings/Public Safety Notices will be issued to make the general public aware of a crime or series of crimes to help them be better informed and more vigilant of potential dangers on and near campus. See Timely Warning Policy and Procedures section for more information. The Ohio State University encourages the university community to pay close attention to both Public Safety Notices and Buckeye Alert text messaging alerts to remain informed of crime activity and emergencies on campus.

**Buckeye Alerts:**  
OSU: [buckeyealert.osu.edu](http://buckeyealert.osu.edu)  
COTC: [my.cotc.edu/cotcfacultystaff/its/Pages/ebs.aspx](http://my.cotc.edu/cotcfacultystaff/its/Pages/ebs.aspx)

**Public Safety Notices:**  
[ps.ohio-state.edu/police/psn](http://ps.ohio-state.edu/police/psn)

### Emergency Information Line

OSU Newark/COTC update and disseminate emergency information to a pre-designated phone number accessible on-campus or off-campus from any phone.

This number serves to provide voice messages detailing the operational status of the University, protective action recommendations, current disaster information, weather warnings and forecasts pertinent to our community.

This number may be accessed by dialing 740-366-9216 off campus or 6-9216 on a campus phone. Messages are updated frequently. Students, Faculty, and Staff are encouraged to dial in often to remain updated with the latest information.

### Bulk E-mail Alerts

A mass e-mail can be sent to everyone who has an e-mail account on the OSU.edu and COTC.edu system. This e-mail is distributed by the Internal Communications office upon notification.

This e-mail would be accessible to any account holder whether they are accessing it from on campus or remotely.

### OSU and COTC Websites

An emergency message can be posted on the front page of the OSU and COTC websites [newark.osu.edu](http://newark.osu.edu) and [cotc.edu](http://cotc.edu). While the websites are not designed to be the primary notification methods, many individuals rely solely upon this method for communications. OSU Emergency Management can also utilize its webpage, [emergency.osu.edu](http://emergency.osu.edu), to provide information and updates to the OSU community both in Columbus and the Newark Campus.

### Media Outlets: TV, Radio, Print

The Newark Department of Public Safety, in collaboration with Marketing and Public Relations, will provide advisories to the media through a formal media advisory, a news release, or in response to media inquiries.

Once the activation of a mass communication system is initiated and the public becomes aware of a situation occurring on the campus, the media often begins to inquire about the nature of the emergency.
The Newark Marketing and Public Relations will provide relevant information to the media to help ensure that the campus community and the public are informed about the emergency.

**Severe Weather**

In the event that the National Weather Service issues a Tornado Warning for Licking, Coshocton, or Knox County, the Buckeye Alert Text Messaging System will automatically be activated and send a text message to all registered users on the Newark or extended COTC campuses.

**Text Messaging**

Text Messaging is a simple, reliable way to quickly send and broadcast messages to as many students, faculty, and staff as possible. Text messaging is an emergency notification method that will send a text message alert to a registered user’s cell phone in the event of an emergency. Text message alerts are designed for all-hazards emergency notifications. Faculty and staff will automatically be enrolled if their cellular phone number is in the Ohio State Human Resources data base. Likewise, if a student has provided the university with their cellular number via “BuckeyeLink”, they will automatically be enrolled to receive emergency text messages.

Students, faculty and staff have the capability to add up to two additional cell phone numbers to the system by visiting buckeyealert.osu.edu. This provides for the ability to add parents, spouses, or significant others. Others who regularly have business on campus, such as contractors, can request to be added to the system by sending an email to Ohio State’s Emergency Management at emergencymanagement@dps.ohio-state.edu.

COTC students, faculty, and staff will have to register through the “My COTC” portal. my.cotc.edu/cotcfacultystaff/its/Pages/ebs.aspx

**Emergency Response**

Ohio State departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. Both Continuity of Operations Plans and Building Emergency Action Plans are coordinated out of Ohio State’s Enterprise Continuity Management office.

Ohio State Public Safety personnel have received training in Incident Command and critical incident response. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the University Police Division, Newark Public Safety or local law enforcement, Fire or EMS. They typically respond and work together to manage the incident.

General information about the emergency response and evacuation procedures for Ohio State are publicized each year as part of the institution’s Clery Act compliance efforts and that information is available at emergency.osu.edu.

**Emergency Evacuations**

**Campus Evacuation**

To protect our campus population from the effects of emergencies, protective action recommendations or evacuation instructions may be issued by the Department of Public Safety and other emergency response authorities (e.g., Newark or appropriate Fire Department). These instructions may order evacuations for individual buildings or regions of campus, or they could be campus wide.
If an evacuation of the entire Newark or extended COTC campuses are ordered by public safety officials, it is important to follow evacuation instructions disseminated through the communication systems used to inform the campus of an emergency. It is likely that traffic routes may be altered, that some areas of campus may already be inaccessible, and that travel off-campus may require the use of public transportation or other arrangements.

It is important to remember that evacuations are issued only if the safety and well-being of the OSU Newark/COTC Campus community is at serious risk. Public Safety asks that you work together and assist each other during evacuations, and that you follow all instructions and guidance from Campus officials and first responders.

Building-specific evacuation procedures vary by building. We encourage all individuals on campus to familiarize themselves with evacuation procedures in the buildings they occupy. Specific evacuation information can be obtained from posted procedures, or by requesting a copy of the Building Emergency Action Plan from that building's Building Coordinator or the Newark Public Safety Office.

If assistance is required to learn more about building-specific evacuation procedures, please contact the OSU Newark/COTC Public Safety at 740-366-9237 or 6-9237 on campus for assistance.

Shelter-In-Place

Shelter-in-Place Procedures—What it Means to "Shelter-in-Place" If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance - If an incident occurs and the building you are in is not damaged, stay inside-seeking an interior room-until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, Buck-ID card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest University building quickly. If public safety personnel are on the scene, follow their directions.

How You Will Know to “Shelter-in-Place” - A shelter-in-place notification may come from several sources, including the OSU Public Safety, Student Life, other University employees, or other authorities utilizing the University's emergency communications tools.

How to “Shelter-in-Place” - No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise; follow these steps, unless instructed otherwise by local emergency personnel:

- If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
- Locate a room to shelter inside. It should be: an interior room; above ground level; and without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms maybe necessary.
- Shut and lock all windows (tighter seal) and close exterior doors.
- Turn off ventilation devices, such as fans.
- Close vents to ventilation systems as you are able. (University staff will turn off ventilation as quickly as possible.)
- Turn on a radio or TV and listen for further instructions.
- Make yourself comfortable.
Testing and Exercises

Exercises designed to test OSU Newark/COTC’s emergency procedures and preparedness are conducted at least annually and may be conducted in the form of a drill, tabletop, functional, or full scale exercise. These exercises often include not only OSU Newark/COTC personnel but also surrounding jurisdiction first responders and government agencies, as well as members of the community. The OSU Department of Public Safety documents a description of each exercise as well as the date and time of the exercise and information about whether the test was announced or unannounced.

The OSU Department of Public Safety works closely with the Licking County Emergency Management Agency and the State of Ohio Emergency Management Agency to design and conduct exercise activities in accordance with State exercise guidelines. In 2010 tactical training was held on the Newark Campus for Special Operations Units from OSU Police and Newark Police. In 2011-2016 training for active shooter and ALICE concepts was held for students, faculty and staff members. This training is ongoing.

In addition to tabletop, functional and full scale exercises to test emergency response on campus among first responders, individual departments frequently conduct internal departmental tabletop, functional, and full scale exercises across campus. In 2016 a tabletop incident response was conducted involving senior management, county, state and local partners on the Newark campus.

Testing of the Buckeye Alert system occurs each semester but may occur at more frequent intervals at the discretion of OSU Newark/COTC Department of Public Safety. These tests may be announced or unannounced.

Residence Halls conduct fire drills three times per year under state law. In 2015-16, fire drills were documented by the Office of Student Life Risk and Emergency Management.

The Enterprise Continuity Management program maintains and implements the Building Emergency Action Plan (BEAP). The BEAP is a unit-specific plan that addresses procedures for building evacuations for incidents related to all hazards, including fire incidents. These plans are updated annually, publicized within units and departments’ on-campus, and tested in a manner that is either announced or unannounced at the preference of each unit.

Building Emergency Action Plans are publicized to affected units in conjunction with evacuation drills conducted for those units. Additionally, OSU’s Comprehensive Emergency Management Plan is publicized on an annual basis. For further information about OSU’s emergency response and evacuation procedures, please visit www.emergency.osu.edu or contact the Division of Emergency Management and Fire Prevention at 614-247-4911.

In 2016 the COTC Emergency Management Plan was updated and filed with the Ohio Department of Education.

Missing Student Notification

If a member of The Ohio State University Newark/Central Ohio Technical College community has reason to believe that a student who resides in on-campus housing has been missing for at least 24 hours, he or she should promptly contact University Housing at (614) 292-8266 and/or The Ohio State University Police through the OSU Newark/COTC Department of Public Safety at 740-366-9237.

Each Ohio State and/or COTC student who resides in on-campus housing offered through University Housing has the option to identify an individual to be contacted by Ohio State within 24 hours after the student is determined to be missing in accordance with this policy.

Each student who resides in on-campus housing may register confidential contact information to be notified in the event the student is determined to be missing. Student contact information will be
registered confidentially, will be accessible only to authorized University officials and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation.

Confidential contact information may be registered as part of the housing application process. Information may be amended or supplemented by contacting University Housing. For more information, please visit housing.osu.edu or call University Housing at (614) 292-8266.

Ohio State will immediately notify The Ohio State University Police Department and/or other appropriate law enforcement agencies upon receipt of a missing student report. If The Ohio State University Police Department (or applicable law enforcement agency) makes a determination that a student is missing, emergency contact procedures will be initiated within 24 hours in accordance with the student’s designation. In addition, the following University officials or their designees will be notified:

- Dean of The Ohio State University Newark
- President of the Central Ohio Technical College
- Vice President for Student Life
- Assistant Vice President for Student Life (Chief Housing Officer)
- Director, Risk and Emergency Management
- Chief of Police, The Ohio State University Police Division
- Local law Enforcement

If a missing student is under 18 years of age and is not emancipated, OSU Newark/COTC is required to notify his or her custodial parent or guardian within 24 hours after the student is determined to be missing, in addition to notifying any additional contact person designated by the student.

Policies for Reporting Crimes/Preparing Annual Reports/Confidential Reporting

Reporting Crime

All persons are strongly encouraged to report crime to the police in a timely and accurate manner. Crimes occurring on campus should be reported to the Newark Campus Public Safety by calling 740-366-9237 or ext. 6-9237 from courtesy phones. Crimes occurring off campus in Newark should be reported to the City of Newark Police 9-1-1 (emergency) or 740-670-7201 (non-emergency). Crimes occurring in Newark Township should be reported to the Licking County Sheriff’s Department at 740-670-5500. COTC Extended Campuses should contact their local jurisdiction. Contact OSU Newark COTC Public Safety at 740-366-9237 for assistance.

Under Ohio law, persons who have knowledge of a felony (a victim of or witness to the crime) are required to report the crime to the police (Ohio Revised Code § 2921.22). Failure to report a crime may itself be a crime.

The University strongly encourages all criminal activity to be reported to the University Police Division. Information on criminal behavior may be reported to the offices of Student Life, Student Conduct Office, advisors to student organizations, Department of Athletics, Housing and Residence Education or the Title IX Coordinator.

Confidentiality

Ohio’s public records law (Ohio Revised Code § 149.43) generally does not permit the university to promise confidentiality to those who report crimes to anyone except Newark Campus Student Life counselors, or under certain circumstances, to a physician or a nurse at the Student Health Center or a hospital or other appropriate medical care setting. Some off-campus reports also may be legally confidential—e.g. reports to clergy or health care professionals. Reports that are confidential by law will not be reported to the University for Inclusion in the annual crime statistics report.
The university understands that reporting a crime may involve disclosing sensitive information. Subject to Ohio public records law, the university will use and disseminate such information consistent with the need to conduct an appropriate investigation, to provide assistance and resources to crime victims, to perform other appropriate university functions, and as required by law. However, because of the requirements of public records laws, university does not have a policy that permits confidential reporting of crimes for inclusion in the annual crime statistics report. The university will not include personally identifying information about crime victims or other necessary parties in this report or other Clery Act disclosures.

Note that the use and release personally identifiable information from an education record of a student is governed by the Family Educational Rights and Privacy Act (FERPA), and the university will disclose covered student information in compliance with that law and university policy. For more information about FERPA, please visit: registrar.osu.edu/policies/releaseinfo.asp and cots.edu/Communities/Documents/Board Rules/3357-3-6-02 Notification of Rights under FERPA REVISION.pdf

Ohio Revised Code § 2921.22 requires that any person who knows that a felony has been or is being committed must report this information to law enforcement authorities. For that reason, university officials who become aware of a crime may, under some circumstances, be required by law to report the crime to law enforcement.

Preparing Annual Reports

The university prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Crime statistics reported to designated campus officials, including but not limited to officials in those departments listed below, and the local law enforcement agencies listed below are included in this report.

The Ohio State University Newark and Central Ohio Technical Campus Newark

- Newark Campus Public Safety
- OSU Police Division
- Newark Campus Security
- Newark Police Department
- Dean and Director (OSUN)
- Office of Student Life (OSU N-COTC)
- Director of Student Life (OSUN N-COTC)
- Student Conduct Office (OSUN N-COTC)
- Director of Admissions (OSUN)
- Director of the Gateway (COTC)
- Director of Human Resource (OSUN)
- Office of the President (COTC)
- Vice President for Student Services (COTC)
- Director of Financial Aid Services (OSU N-COTC)
- Director of Human Resources (OSU N-COTC)
- Title IX Coordinators

The Central Ohio Technical College extended campuses

- Pataskala Police Department
- Coshocton County Sheriff’s Office
- Mount Vernon Police Department

The annual Campus Security Act Report is the result of the efforts of many people on campus. Each year the offices and individuals listed above provide information for inclusion in the annual report. No formal police report is required for a crime to be included in the statistics. Every effort is taken to ensure that all persons required to report do so, and that statistics are as accurate and complete as possible. Information included in the annual report is reviewed for accuracy, completeness, and readability.
The Ohio State University Newark or Central Ohio Technical College will not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising the rights or responsibilities provided by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

A daily Public Safety log is available on request. This log contains information on Public Safety activities. Also available are report logs to include reports taken by Newark Security as well as reports taken by OSU Police.

If you have any questions or concerns regarding any of the statistics and information in this report, please contact Newark Campus Public Safety at 740-366-9237.

**Reporting Sexual Assault, Relationship Violence, and Stalking**

Survivors of sexual assault, domestic violence, dating violence, and stalking are strongly encouraged to report the offense to the police. To report an offense to the OSU Police Division (non-emergency), please call Newark Campus Public Safety at 740-366-9237. If off campus in Newark contact the Newark Police Department at 740-366-670-7201, Licking County Sheriff’s Office, 740-670-5500, Pataskala Police 740-927-5701, Mt. Vernon Police Department 740-393-9559, Coshocton County Sheriff’s Office 740-622-2411.

In an emergency, please dial 9-1-1.

Reporting an offense to the OSU Police or other law enforcement or campus security authorities does not necessarily require filing criminal charges, but it does allow all support systems to be put in place for the survivor. Filing a police report will provide the opportunity for collection of evidence helpful in prosecution and will allow the survivor to be connected with the appropriate support and medical resources. Reporting is best done as soon as possible after the offense, but it may be done at any time.

Reports may also be made to the following university offices:

**OSU Columbus Campus Coordinators:**

- Title IX Coordinator in the Office of University Compliance and Integrity - 1534 N. High St., Columbus, OH 43201, 614-247-5838, titleix@osu.edu
- Student Life Student Conduct - 550 Lincoln Tower, 1800 Cannon Drive, Columbus, Ohio 43210, 614-292-0748, studentconduct@osu.edu
- University Human Resources - 1590 North High Street, Suite 300, Columbus, OH 43201, 614-292-1050, sexualharassment@osu.edu
- Sexual Violence Support Coordinators in the Student Life Student Advocacy Center - 1120 Lincoln Tower, 1800 Cannon Drive, Columbus, OH 43210, 614-292-9111

Anonymous reports through EthicsPoint or by calling 866-294-9350

**OSU Newark and Central Ohio Technical College Campus Coordinators:**

Title IX Newark campus contact for employees: Jacqueline H. Parrill, Ed.D. Vice President (COTC) Director (Ohio State Newark), Founders Hall Room 1014, 740-366-9367, parrill.9@osu.edu

Title IX Newark campus contact for students: Holly Mason, Director of Student Life Warner Center Room 226, 740-366-9219, mason.536@osu.edu
The university will assist students who report sexual assault in obtaining medical support and information regarding available legal and judicial resources as well as counseling and support services. The university will also assist survivors in notifying the University Police or other local police if the survivor requests the assistance of law enforcement. The survivor may also choose to decline to notify law enforcement.

As discussed more fully above in the section titled, “Confidentiality,” the university does not have a policy that generally permits confidential reporting of crimes. However, in reporting a crime, a survivor may disclose sensitive information, and the university will, subject to Ohio public records law, use and disseminate such information consistent with the need to conduct an appropriate investigation, to provide assistance and resources to the survivor, and to perform other appropriate university functions. The use and release personally identifiable information from an education record of a student is governed by the Family Educational Rights and Privacy Act (FERPA), and the university will disclose covered student information in compliance with that law and university policy.

Medical Care and Evidence Collection

If an individual is uncertain about whether or not they want to report what has occurred, they can still get evidence collected. In cases of sexual assault or severe injuries, the police will be called by the hospital. The survivor can decide if they want to speak with the police at that time to officially report what has happened.

While evidence may be collected anonymously (i.e. without the survivors name attached to it) and/or when there is no report made to police, these cases are handled differently. A discussion about the merit of collecting evidence “anonymously” and in instances where the survivor does not want to report, should be discussed with medical personnel and/or an advocate.

At local emergency departments, the evidence collection exam may be performed by a doctor, a nurse or a specially trained nurse: a Sexual Assault Nurse Examiner (SANE). In cases of sexual assault, within the first 96 hours of an assault is the best time for evidence to be collected. Under certain circumstances, it may be collected after this time frame. It is not necessary for evidence to be collected in order for a case to be reported. It is easier to investigate and prosecute cases that have physical evidence but it is not impossible to go forward without it.

If an individual wants to have evidence collected, it is best not to bathe and to take the clothes that they were wearing at the time of the assault to the hospital with them. It is also recommended to avoid eating, drinking, and going to the bathroom. However, a lot of people do all of these things before going to the hospital and evidence can still be collected.

The sexual assault evidence collection exam is paid for by a fund within the Ohio Attorney General's office. However, other medical care may be needed and in that instance, insurance will be billed or an individual can arrange to "self-pay". Assistance with additional medical bills may be provided through accessing Victims of Crime Compensation and/or through the Sexual Violence Assistance Fund. For more information about these options, individuals can contact the Student Wellness Center 614-292-4527, the Student Advocacy Center 614-292-1111, or find more information at advocacy.osu.edu/sexual-violence/. More information about Victims of Crime Compensation can be found at ohioattorneygeneral.gov/Individuals-and-Families/Victims/.

Follow-up medical care can happen at an individual’s doctor or another medical facility, including Ohio State’s Wexner Medical Center.
Sexual Assault Nurse Examiners – SANE

Sexual Assault Nurse Examiners (SANE) are available through Licking Memorial Hospital to provide comfort and support to sexual assault victims. Additionally, SANE personnel have received specialty training in conducting forensic examinations; and can provide evidence and testimony if the case goes to trial. For immediate or emergency situations (24-hours a day), SANE can be contacted by going to Licking Memorial Hospital, located at 1320 W. Main St. Newark, OH 43055; or by calling the Licking Memorial Hospital at 740-348-4000 (ask for SANE). For less immediate situations or for questions, SANE maintains a business line – 740-383-8677.

Sexual Assault Response Network of Central Ohio – SARNCO

The Sexual Assault Response Network of Central Ohio (SARNCO) offers a 24-hour Rape Helpline that can provide callers with emotional support, sexual assault information, and community referrals. The Helpline number is 614-267-7020. SARNCO also provides rape patient advocates in the emergency departments of Licking Memorial Hospital. For additional information about SARNCO, call the business line at 614-566-5847.

Protective Measures

The university will provide student and employee survivors with written notification of the survivor's rights and about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for survivors both on-campus and in the community, whether the offense occurred on or off campus. Protective measures issued by the university might include residence hall room changes, course changes, or "No Contact" directives. Interim suspension of a student may be available when the university has reasonable cause to believe that the student's presence on university premises or at a university-related or registered student organization activity poses a significant risk of substantial harm to the safety or security of themselves, others, or to property. Similarly, employees may be placed on administrative leave with pay when the Office of Human Resources determines that the health or safety of any staff member or of any person or property entrusted to the staff member's care could be adversely affected or during an administrative investigation. Student Conduct and Human Resources investigators collaborate closely with other university departments, including Residence Life, Student Advocacy, Counseling & Consultation Service, Employee Assistance Program, and University Police, to connect students and employees to the appropriate sources of other remedies or protective measures. Interim measures taken during an investigation of a complaint of sexual misconduct should minimize the burden on the complainant. Sexual Violence Support Coordinators, SARNCO, and OSU Police may also assist individuals in obtaining orders of protection through the appropriate criminal or civil court.

The university will also provide written notification about options for, available assistance in, and how to request changes in academic, living, transportation, and working situations as well as protective measures, if so requested by the survivor and if such accommodations are reasonably available, regardless of whether the survivor chooses to report the crime to campus police or local law enforcement. If requested by the survivor, and if reasonably available, the university will assist the survivor in changing his/her academic or living situation after the alleged assault. The Student Advocacy Center or Title IX Coordinator, Deputy Coordinators or Newark campus contacts, can, upon request, assist the survivor with exploring options to address these concerns. Options may include, but are not limited to, academic/financial aid guidance and discussion of options, assistance in withdrawing from classes or adjusting academic schedule, transitioning the survivor into another residence facility, or emergency housing. The university will not disclose accommodations or protective measures provided to a survivor unless doing so would impair the ability to provide the accommodations or protective measures.

For survivors who choose to notify the police, it is important to know the immediacy of reporting the incident and the importance of preserving physical evidence that may assist in proving that the alleged
criminal offense occurred or may be helpful in obtaining a protection order at the crime scene as well as on the survivor. In cases of sexual assault, within the first 96 hours of an assault is the best time for evidence to be collected. Under certain circumstances, it may be collected after this time frame. If possible, a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal examination. The gathering of physical evidence can provide important evidence and support of criminal charges leading to a successful prosecution; however, cases may be also reported without physical evidence.

Students or employees who are reporting an immediate assault should be accompanied to a health care facility of their choice to allow for collection of evidence and treatment. If a sexual assault survivor chooses to report the incident days, weeks, or even months after the assault, important support systems are still available and can be arranged; however, criminal investigations become much more difficult.

University Disciplinary Procedures Regarding Cases of Alleged Dating Violence, Domestic Violence, Sexual Assault, or Stalking

Filing A Complaint

Victims ("Complainants") of dating violence, domestic violence, sexual assault or stalking may file a complaint with the Title IX Coordinator or Deputy Coordinators in Student Conduct and University Human Resources. Student Conduct will investigate when the alleged perpetrator is an Ohio State student ("Alleged"), and University Human Resources will investigate when the alleged perpetrator is a university employee. Contact information may be found at titleix.osu.edu.

For OSU Newark and COTC faculty, staff and students please file a complaint with:

Title IX Newark campus contact for employees: Jacqueline H. Parrill, Ed.D. Vice President (COTC) Director (Ohio State Newark) Founders Hall Room 1014, 740-366-9367, parrill.9@osu.edu

Title IX Newark campus contact for students: Holly Mason, Director of Student Life, Warner Center Room 226, 740-366-9219, mason.536@osu.edu

Investigation

The university will provide a prompt, fair, and impartial process from the initial investigation to the final result, and will treat the complainant with respect before, during, and after the investigation. The investigator will interview the complainant and the alleged and any pertinent witnesses. The investigator will also review police or other reports and collect relevant, available evidence. The entire process will be consistent with the university’s published policies and will be transparent to the complainant and the alleged. The investigator will provide both parties with timely notice of meetings at which they may be present and both parties will be provided with equal access to case materials. Investigations are conducted using the preponderance of the evidence standard.

A typical investigation will take approximately 60 calendar days following receipt of the complaint. This will vary depending on the complexity of the investigation and the severity and extent of the alleged sexual misconduct. When in an individual case the following timeframes cannot be met for legitimate reasons, the parties will be informed when and why they will not be met.

The 60 calendar day timeframe refers to the entire investigation process, which includes and is not limited to:

a. Initiating the investigation including contacting the complainant for an intake interview (7 days);

b. Conducting the fact-finding investigation (33 days);
c. Holding a hearing or engaging in another decision-making process to determine whether a policy violation has occurred (10 days); and
d. Determining what actions the university will take to eliminate the hostile environment, prevent its recurrence, and remedy its discriminatory effects, including imposing sanctions against the accused and providing remedies for the complainant and university community, as appropriate, and issuing written notice of the finding of the investigation (10 days).

Other factors may affect one or more parts of that timeframe, including and not limited to, the complexity, severity, and extent of the alleged sexual misconduct. The process may be extended if necessary due to illness, holidays, unavailability of parties or witnesses, complexity of the case, or competing demands on investigators or decision makers.

**Advisor**

An individual of the complainant’s and accused’s choice may accompany them at the initial interview and subsequently, as appropriate, so long as that person is not potentially a party or witness in the case. The support person is not provided documentation on the investigation or allowed to interject during the investigation interview. If a support person is determined to be unreasonably interfering with the meeting or proceeding, she or he may be asked to leave.

**Resolution in Student Conduct Investigations**

The investigator will decide whether to issue charges for violations of the Code of Student Conduct. If charges are issued, the hearing officer will notify both the alleged and the complainant. The alleged will have two business days to respond to the charges and has three choices. The alleged can accept responsibility. In this instance, the hearing officer will consider appropriate sanctions for the violation. In so doing, the hearing officer will consider all of the material brought forth in the investigation, including statements from the complainant on the impact the violation has had on their life an educational experience.

The investigator will decide whether to issue charges for violations of the Code of Student Conduct. If charges are issued, the hearing officer will notify both the alleged and the complainant. The alleged will have two business days to respond to the charges and has three choices. The alleged can accept responsibility and request an Administrative Decision, deny responsibility and request an Administrative Hearing before a University Hearing Officer, or deny responsibility and request a hearing before the University Conduct Board. In this instance, the hearing officer will consider appropriate sanctions for the violation. In so doing, the hearing officer will consider all of the material brought forth in the investigation, including statements from the complainant on the impact the violation has had on their life an educational experience.

**Sanctions**

Available sanctions include separation from the university. Dismissal is a permanent separation. A separation for any limited period of time (typically measured in years of academic terms) is called a suspension. A separation from the university ends the student’s enrollment at the university and bans the sanctioned student from campus. Other available sanctions less than separation include probation, a heightened state of warning, and a formal reprimand. Probation and formal reprimands are rarely given in cases involving allegations of sexual violence. Additionally, when a student is sanctioned to a term of suspension or probation, additional sanctions, referred to as educational sanctions, may be imposed. These sanctions may include behavioral assessments, workshops, community service or other instructive experiences. Complainants are promptly notified of the sanctions imposed. Both parties have the right to appeal sanctions on the ground that the sanctions given are grossly disproportionate to the violation.
**Hearings**

A student charged with violating the Code of Student Conduct can decide not to accept responsibility and elect a hearing to resolve the charge. The Code provides for two types of hearing and the alleged chooses which type. The first is an Administrative Hearing. The second is a University Conduct Board Hearing. Both hearings are informal in nature. The legal rules of evidence do not apply, and the standard of proof is the preponderance of the evidence standard. The difference between the two hearing types is who hears and decides the case. In an Administrative Hearing, the case is heard by a hearing officer from Student Conduct. Typically the case is assigned to a different hearing officer than the one who conducted the investigation. In a University Conduct Board Hearing, the case is heard by a board made up of students, staff, and faculty. The students are appointed through different student government organizations. Staff and faculty are appointed by the Vice President of Student Life.

Both complainants and alleged students participate equally in the hearing process and may have an advisor of their choice present. Should one party desire it, the complainant and alleged shall be in separate rooms connected by video and audio during the hearing. Both parties are able to question witnesses, but questions to each other must be directed through the hearing officer or board coordinator.

**Appeals**

Once a result is determined by the hearing officer or board, Student Conduct promptly communicates simultaneously, in writing, to both parties: the outcome of the disciplinary hearing, the institution's appeal procedures, any change to the results before they are final, and when the results become final. Both parties may appeal the outcome. Appeals are heard by the Vice President for Student Life or her/his designee. When the Vice President issues a decision on an appeal, notice is promptly provided to both parties.

**Disclosure of Results of Disciplinary Proceedings**

Upon request, the university will disclose the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of any crime of violence or a non-forcible sex offense (i.e. statutory rape, incest) to the alleged victim or next of kin, if the victim is deceased.

**Resolution in University Human Resources Investigations**

In cases of misconduct by an employee, the investigator will prepare a written case report that typically provides a summary of facts, analysis, findings, and recommended corrective actions. This report is shared, in writing, with the complainant and accused at the conclusion of the investigation. Corrective actions may be taken pursuant to the Corrective Action and Involuntary Termination policy, Student Employment policy, and/or the Rules of the University Faculty 3335-5-04. Potential corrective actions include coaching, training, development plans, reduction in supervisory duties and leadership responsibilities, changes in salary, termination, and other appropriate remedial measures. In the event that a record of such corrective action will become a part of the accused's personnel records, prior notice will be given. Corrective action may also be taken against any individual with a duty to report under this policy who fails to report an incident of sexual misconduct in a manner consistent with the provisions of this policy. In cases involving employees subject to collective bargaining agreements or the Faculty 3335-5-04 process, parties will retain all rights afforded under applicable laws such as Title IX.
Training & Conflict of Interest

All employees, staff, and students involved in an investigation or hearing are trained annually on issues related to dating violence, domestic violence, sexual assault and stalking, as well as how to conduct an investigation and proper hearing procedure that protects victim safety and promotes accountability. An investigator, administrative hearing officer, university conduct board member or board coordinator will remove him or herself from any proceeding in which a conflict of interest or bias exists against either the complainant or the alleged.

Criminal and Civil Options in Addition to University Procedures

Students who are survivors of sexual assault have the right to initiate prosecution of an assailant under criminal law as well as bring charges through the University Conduct system. Survivors will be assisted by the Student Conduct Office in learning about the options for reporting sexual assault to the University as well as University Police.

In addition to legal and disciplinary action, the victim of sexual assault may consider retaining a private attorney for the purpose of filing a civil action for the recovery of damages.

Campus Sex Crime Prevention Act Information

The responsibility for tracking persons in Ohio who have been designated as Sex Offenders is assigned to the sheriffs of the various counties. The following websites contain information regarding registered sex offenders for geographic areas covered by this report: communitynotification.com/oh/ag/.

<table>
<thead>
<tr>
<th>County</th>
<th>Website</th>
<th>University</th>
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<tr>
<td>Franklin County</td>
<td>sheriff.franklin.oh.us</td>
<td>OSU Columbuss</td>
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<tr>
<td>Licking County</td>
<td>lcounty.com/sheriff</td>
<td>OSU Newark and COTC</td>
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<td>Coshocton County</td>
<td>coshoctoncounty.net/sheriff</td>
<td>COTC Coshocton</td>
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<tr>
<td>Knox County</td>
<td>knoxcountysheriff.com</td>
<td>COTC Knox</td>
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<tr>
<td>National Registry</td>
<td>nsopw.gov/Core/Portal.aspx</td>
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Timely Warning Policy

Timely Warnings, called “Public Safety Notices”, are provided to give students, faculty and staff timely notification of crimes that may present a threat to the campus community and to heighten safety awareness. In general, criminal suspects are unknown to the victims. However, in the instance of a violent crime occurring between two individuals who know each other, Newark Campus Public Safety will look at each instance to determine if the suspect poses a continued threat to the campus community and issue a warning when necessary. Public Safety Notices also seeks information that may lead to arrest and conviction of the offender when violent crimes against persons or major crimes against property have been reported to the police.

Newark Campus Public Safety are responsible for preparing a Campus Crime Alert when a crime is reported to or brought to the attention of the Newark Campus Public Safety and that crime represents a threat to the safety of members of the campus community. Information for alerts also comes from other law enforcement agencies or other officers. Every attempt will be made to distribute the Alert within 12 hours of the time the incident is reported; however, the release is subject to the availability of accurate facts concerning the incident. Alerts are distributed to on-campus offices, residence halls and libraries, off-campus businesses, on- and off-campus postings and the Internet.

Timely Warning Procedure

Newark Campus Public Safety along with The Ohio State University Police Division will prepare a Public Safety Notice when a report is received of a violent crime against a person or a particularly threatening
crime against property that represents a continuing threat to the safety of students, faculty and staff. Notices may be issued for such crimes that occur within the Clery reporting geography - on campus property, non-campus property, or on public property immediately adjacent to an accessible from campus. Public Safety Notices are sequentially numbered, beginning January 1 of each year, and provide details of the crime, a description of the suspect if known, information on whom to contact about the investigation, and often, crime prevention tips. Public Safety Notices do not include the names of crime victims.

Information that may be included in Public safety Notices:
- A succinct statement of the incident.
- Possible connection to previous incidents, if applicable.
- Physical description of the suspect, if available.
- Photo or composite drawing of the suspect, if available.
- Date and time the bulletin was released.
- Other relevant and important information about the crime(s)
- Actions taken by Public Safety officials in response to the crime(s)
- Information on crime prevention, personal safety or other community safety resources.

The University Police Division may not include some known information in a Public Safety Notice if providing that information could risk compromising law enforcement efforts. Additionally, Public Safety Notices may be updated if new or more accurate information becomes available to the Police Division.

Public Safety Notices are distributed by emails sent to all osu.edu email addresses, which are accessible and available to all students, faculty, and staff. These emails are drafted by Ohio State’s Police Division and are distributed by Ohio State’s Department of Public Safety. In some circumstances, the Police Division may distribute fliers to appropriate university departments to be posted in affected areas of campus. While several local media outlets receive Public Safety Notices through the subscription service discussed below, the Police Division may also contact the media directly to distribute information about criminal incidents in some situations.

Public Safety Notices may also be viewed at dps.osu.edu/police/psn. In addition to the emails sent to all students, staff, the University Police Division offers a free service that sends an email update to any email address when a Public Safety Notice is issued. Please visit ps.ohio-state.edu/police/psn/ to subscribe to this service.

Please note that Public Safety Notices are a separate and distinct process from the emergency notification text messaging alerts provided by the Buckeye Alert System. For more information about Buckeye Alert text messaging alerts, please see section above, or visit buckeyealert.osu.edu

**Safety Tips and Crime Prevention Awareness Information**

The Newark Campus Public Safety Office is available to assist students, staff and faculty with safety and security needs, as well as provide individual assistance, group presentations, or other crime prevention programs/security assistance to the campus community. OSU Newark and COTC provide students with appropriate safety, awareness, and crime prevention training during new student orientations and through a required University Survey Course (USAS 100). COTC provides this information during new student orientations. Most public safety information provided at orientations or other programs is available on the Newark Campus Public Safety web page: newark.osu.edu/faculty-and-staff/campus-departments/public-safety/

Newark Campus Public Safety works closely with other appropriate departments from OSU Newark and COTC; and with other community resources to provide current information for these programs. Additionally, Newark Campus Public Safety maintains a close working relationship with the Licking County Sheriff’s Office and City of Newark Police, as well as local jurisdictions at extended campuses.
Below are some safety tips for increasing personal safety both on and off campus:
- Report crime or suspicious behavior immediately
- If you feel uncomfortable in a situation, leave as soon as possible
- Always plan the safest route to your destination
- Let others know where you are going and when you expect to return
- Walk with a companion whenever possible or call for an escort 740-366-9237
- If walking alone, walk with confidence to show you are aware and in control
- Be aware of your surroundings and take note of potential danger areas/hiding spots
- Utilize well lit, well-traveled routes
- If you have a cell phone, ensure it is charged & programmed with emergency numbers
- Have vehicle keys ready in advance when approaching your vehicle
- Use the campus safety escort service when available; or use 9-1-1 if you are directly in fear for your safety
- Secure your auto/belongings at all times. DO NOT leave unsecured property unattended
- Avoid carrying large amounts of cash
- Consider carrying a small, readily available high intensity flashlight
- Always lock vehicle doors – even when driving
- Park in well lighted areas and remove valuables from sight
- Be familiar with campus emergency procedures

**Alcohol and Other Drug Policies**

Central Ohio Technical College

and

The Ohio State University at Newark

Policy for Drug Free Schools and Campuses

Updated September 2016

**Introduction**

The illegal or improper use of drugs, drug paraphernalia and alcohol is a challenge for individuals and schools. This booklet will identify rules regarding drug and alcohol use by faculty, staff, and students whether they are on campus property or engaging in campus-sponsored activities.

The booklet will describe the policy and potential disciplinary actions for violations. It will also identify on and off campus resources where employees and students could seek assistance.

This policy and its related program will be distributed annually to students enrolled in one or more credit bearing classes and all employees. There is a similar policy issued directly from OSU Columbus campus. For the OSU Newark and COTC policy please refer to:

COTC: [http://www.cotc.edu/Life/Documents/Policy_for_Drug_Free_Schools_and_Campuses.pdf](http://www.cotc.edu/Life/Documents/Policy_for_Drug_Free_Schools_and_Campuses.pdf)


Responsibility to implement and amend this policy for these institutions rests with the Senior Administrative Staff. Questions and suggestions are encouraged.
This policy and an overview of its supporting programs and information will be presented as follows:

I. Standards of Conduct for employees and Students relating to drug, drug paraphernalia and alcohol violations
II. Possible sanctions for violations imposed by state and federal authorities
III. Health risks associated with illicit drug use and abuse of alcohol
IV. Counseling and treatment programs for employees and students
V. Adjudication and setting penalties for violation of drug and alcohol policy

I. Standards of Conduct for Employees and Students Relating to Drug and Alcohol Violations.

A. Campus Standard
   1. No employee or student may use, produce, distribute, sell or possess drugs, drug paraphernalia or alcohol in a manner prohibited under Ohio law (or applicable campus regulations) while on campus property, or while engaging in any activity sponsored by the Campus.

II. Possible Sanctions for Violations that are imposed by State and Federal Authorities. (Note: This is an overview and is not intended to be all-inclusive. Please refer to the applicable codes or a lawyer for more information or legal advice.)

   A. State Sanctions
      1. Alcohol (Note: Ohio law includes wine in its definition of liquor or beer.)
         a. Driving under the influence (.08 blood alcohol content):
            i. 1st offense – minimum fine of $250, up to $1000 plus either 3 consecutive days in jail or an alcohol Intervention Program. Possible 90-day license suspension.
            ii. 2nd offense – minimum fine of $300, to a maximum of $1500 plus a minimum of 5 days in jail and a monitored House Arrest or jail for one full year.
      2. Drugs (Refer to charts on pages 3-5 to determine if a drug is placed in Schedule I, II, III, IV or V.)
         a. Furnish or cause another to use drugs:
            i. If drug is included in Schedule III, IV or V: 3 years in jail (second degree felony).
            ii. If drug is marijuana: 3 months in jail (fourth degree felony).
         b. Knowingly obtain, possess or use a controlled substance:
            i. If drug is in Schedule III, IV or V: up to 90 days in jail and $750 fine. If drug is more than 100 grams of marijuana: up to 30 days in jail and up to $250 fine. If less than 100 grams of marijuana: up to $100 fine.
         c. Knowingly permitting felony drug offense on property owned, controlled, or supervised by a person:
            i. Up to six months in jail and $1000 fine.
      iv. Knowingly sell, possess, manufacture or advertise the sale of drug paraphernalia:
         a. Maximum penalty of thirty (30) days in jail and a $250.00 fine (fourth degree misdemeanor)
         b. Drug paraphernalia means any equipment, product or material of any kind that is used by the offender, intended by the offender for use or designed for use and includes, but is not limited to the following:

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a. A container or device used for packaging, storing or concealing a controlled substance
b. A hypodermic syringe, needle or instrument for injecting a controlled substance into the human body
c. An object, instrument, or devised for ingesting, inhaling or otherwise introducing into the human body a controlled substance, such as a pipe, punctured metal bowl, roach clip, bong, rolling papers

II. Health Risks Associated with Illicit Drug Use and Abuse of Alcohol.
A. General indications of drug or alcohol abuse (these are symptoms or suggestions, not confirmation of use):
   1. Physical condition: eyes red; glassy pupils abnormally large or small; motor in coordination; frequent cold or flu-like symptoms; stomach pains or cramps; headaches or dizziness; weight change (plus or minus six pounds); change in personal appearance and hygiene
   2. Eating and sleeping change: fluctuating appetite; change of activity level from day to day.
   3. School or job performance: unexcused absences; decrease in performance or evaluations; low motivation to complete tasks; dropped out of community or extracurricular activities; frequent arguments with colleagues, friends, students, professors or supervisors
B. Effects of Alcohol:
   1. After a couple or more drinks: mood changes – intensified feelings of anger, jealousy or depression; may include more sociability or disinhibition
   2. Loss of judgment—less power of concentration and ability to think as clearly as normal. This contributes to impulsive actions.
   3. Loss of coordination—slurred speech; loss of balance; poor eye, hand, and feet coordination. Blackouts may occur.
   4. Results of long-term excessive drinking: internal organs affected by change in structure and function. Some examples are: heart muscle damaged and disease is more likely; liver tissue can be inflamed and destroyed through disease; mental disorder and brain damage occur; and there is loss of sexual functioning.
   5. C. Effects of Drug use:
      1. First, a word of caution: certain characteristics of drug use are noted in the charts on pages 6-7. Everyone is cautioned that mixing drugs or a drug with alcohol can cause severe complications, beyond what the reaction would be if the substances were taken separately. Mixing drugs and alcohol is dangerous! Also, even if a drug is legally obtained through a prescription, giving it to a different person without medical evaluation may be dangerous and is another sign of drug abuse.

III. Prevention, counseling and treatment programs for employees and students:
A. Information and self-evaluation
   1. The campus will provide drug and alcohol awareness presentations for members of the campus community during the academic year. Everyone is urged to attend and make appropriate evaluations about their own habits or “lifestyle” and when appropriate, those of their friends and fellow students or employees.
B. Informal conversation
   1. This is probably a common way for many to begin evaluating their possible drug and alcohol abuse. Certainly you should choose a person whose judgment or advice you trust. Sometimes a person may want to ask “an authority figure” for help or for an opinion but the person is unsure whether the “authority figure” will hold things in confidence or utilize the information in a disciplinary proceeding. Usually disciplinary actions are taken after an obvious event or violation, not when a person asks for assistance. If you have any doubt, ask “up front” if the conversation will be between the two of you and not used later.
      i. Faculty and staff members might contact friends, department chairpersons, colleagues, deans, community or club friends, supervisors or the COTC Vice President for Institutional Planning & Human Resources Development/Ohio State Newark Director of Human Resources, Campus Relations, & Planning Support.
ii. Students might contact advisors, instructors, friends, club or team members of Student Life or other professional staff in whom they have confidence.

iii. Should you be asked by someone to help but you don’t know what is available or how to proceed, feel free to consult individuals in the Student Life or Human Resources Office. You do not have to reveal names. On the other hand, you might encourage the person to explore his or her options.

C. Formal assessment
   1. Professionals are available for everyone to have a confidential conversation about possible drug or alcohol abuse. Depending upon the nature or diversity of the difficulty, the counselor may continue to help in future sessions or refer the student or employee to a better suited person or agency.
      i. For students of Ohio State Newark or COTC: there is an on-campus Personal Counselor during the academic year. Appointments are made through the Student Life Office at 364-9578 or by visiting Warner Center, room 226. There is no charge for this service. Ohio State Newark students can also utilize services on the Columbus campus – 1640 Neil Avenue, 292-5766. Note: if you need help quickly and these services are not available soon enough, contact the COTC Vice President for Enrollment Management & Student Life/Ohio State Newark Director of Student Life for other referrals.
      ii. For employees of COTC and Ohio State Newark: there is one employee assistance program which is available to all Ohio State Newark and COTC faculty and staff members at no charge to the employee:

         OSU Faculty Staff Assistance Program
         456 W 10th Avenue
         Columbus, OH 43210
         Phone 292-4000

D. Referral and Support Agencies
   1. Employees and students may contact any of the following agencies for assistance – it is not a requirement that a person be first evaluated and recommended by a counselor. Individuals may contact these agencies on their own.
      i. Some agencies charge for their services. Don’t let this deter you from calling. Many agencies have sliding pay scales. They can give a suggestion for alternatives too. Some of the useful agencies are:

Alcoholics Anonymous/AA/Al-Anon
76 E. Main St
Newark, Ohio 43055
345-7060
Provides a support system for alcoholics and their families.

Coshocton County Drug & Alcohol Council
1401/2 S. 6th St.
Coshocton, OH 43812
740-622-0033
For alcohol and drug counseling; also handles and refers individuals with special concerns.

Freedom Center of Knox County
106 Gambier St
Mt. Vernon, OH 43050
740-397-2660
For alcohol and drug abuse – also for personal counseling of young adults

Licking County Alcoholism Prevention Program
62 E Stevens St
Newark, OH 43058-4160
740-366-7303
For students and employees plus their family members—for situations relating to alcoholics, problem drinkers or anyone wanting to know more.

Moundbuilders Guidance Center
65 Messimer Dr.
Newark, OH 43055
740-522-8477
For personal counseling and emergency services

Narcotic Anonymous/NA
1-800-587-4232
Provides referrals to area support group meetings.

**Newark Campus Personal Counselor**
Ohio State Newark/COTC
Warner Center, Room 226
1179 University Drive
Newark, OH 43055
740-366-9464
For students of Ohio State Newark and COTC relating to problems with friends, family, relationships, drugs, alcohol, etc. Services available day and some evening hours Autumn, Winter and Spring quarters.

**Shepherd Hill Chemical Dependency Treatment**
200 Messimer Dr
Newark, OH 43055
740-348-4870
Primarily for in-patient care and counseling regarding drug abuse.

**Spencer House**
69 Granville St.
Newark, OH 43055
740-345-7030
Residential facility that provides accommodations, guidance, supervision and counseling in a group setting for persons with: chemical dependency, mental and emotional issues.

**The Woodlands – Family Counseling**
195 Union St, Suite B1
Newark, OH 43055
740-349-7066
Drug and alcohol assessment; personal and financial counseling for individuals and their families; parent education; Battered Women's Shelter.
IV. **Adjudication and setting campus penalties for violations of drug and alcohol policy**

   A. The processes for determining responsibility and setting penalties will be in accordance with student or faculty handbooks or regulations, contractual agreements and related policies. In all instances, including those for which guidelines are absent, the process will be fair and contain the essence of due process.

   B. Sanctions may be varied, based on the seriousness of the offense, mitigating circumstances, and aggravating factors such as part conduct or actions taken earlier.

   C. For faculty, staff and students, actions may include: oral warning; written warning or censure; and termination, suspension or expulsion. Participation in a workshop, counseling or rehabilitation program may be part of a penalty or in lieu of a more serious sanction. Final determination will be made in accordance with rules or procedures applying to each type of employee or student.

**Alcohol Policy**

The following policy applies to all OSU campuses.

For more information on university policies or rules related to alcohol and drug abuse, please see The Ohio State University Code of Student Conduct: studentlife.osu.edu/csc/, The Ohio State University Policy on Alcohol and Other Drugs at studentlife.osu.edu/pdfs/osu-policy-on-alcohol.pdf and the Office of Human Resources Policy 7.30, Drug-Free Workplace: hr.osu.edu/policy/policy730.pdf.

**OSU Newark and Central Ohio Technical College**

I. **Philosophical Statement**

The Ohio State University is a dynamic learning environment. Its students, faculty, staff, alumni, and guests interact in a wide variety of intellectual and social activities that extend outside of the classroom. We value and promote an environment of legal and responsible alcohol use and support alcohol-free environments. We recognize alcoholic beverages may be available at some campus activities. Such activities are consistent with the University's values when they foster moderation and safety in alcohol consumption.

The University complies fully with local, state, and federal regulations regarding the sale, possession and consumption of alcoholic beverages. The unlawful manufacture, possession, use or distribution of illicit drugs or controlled substances on University property or as part of University activities is strictly prohibited. All members of the University community are held responsible for their behavior and for respecting the rights of others. The University is committed to providing the community with education as it relates to illicit drug use, the consumption of alcohol in general and as it relates to high risk alcohol use, in particular. We provide programs, support and resources that promote making health-enhancing experiences a priority.

Please refer to The Ohio State University Code of Student Conduct for additional information for students and the Office of Human Resources Drug Free Workplace policy for additional information for faculty, staff, and student employees.

**Policy Details**

II. **Regulations Governing Alcoholic Beverages**

   A. University Alcohol Guidelines
1. The use of alcoholic beverages is prohibited on the premises of The Ohio State University unless:
   a. An exception for a special event is requested and written approval is granted from the Office of Student Life (students) or through the Office of Legal Affairs from the Office of Business and Finance (faculty and staff).
   b. It occurs in University premises licensed to sell alcohol, such as the Faculty Club, Fawcett Center, OSU Golf Course, Ohio Union, etc. and it has received written approval as outlined above.

2. When alcohol is present at an event, strict controls must be enforced in order to prevent underage drinking. These controls are consistent with local, state, and federal laws and OSU Code of Student conduct.
   a. Possession and consumption of alcohol in stadium parking areas are subject to local, state and federal laws and regulations. Police and Liquor Control Agents may patrol these areas and enforce applicable laws.
   b. Alcoholic beverages may be served within designated areas of the Jerome Schottenstein Center under regulations II. A.; 1. a. or 1. b. No thermos bottles, coolers, bottles, cans, or other containers of any type may be brought into the Jerome Schottenstein Center, Ohio Stadium or other University athletic facilities. This also includes the Newark Reese Center.
   c. Any open container must be transported in the trunk or behind the last seat of a vehicle. Open containers are not allowed at any tailgating events.
   d. In the residence halls or graduate housing, students 21 years of age or older may possess and consume legal beverages in their rooms or suites, or in the rooms of other adults, in accordance with local, state, and federal laws and University policies. Alcohol consumption is prohibited in public or shared use areas of the residence halls, such as hall corridors, lounges, kitchens, and study rooms. Alcohol is prohibited at undergraduate group events within residence hall facilities.
   e. Funds allocated to student organizations from the Council on Student Affairs’ Student Activity Fund or otherwise from the University may not be used to purchase alcoholic beverages. Funds collected through an organization’s voluntary dues, donations, or fund-raising may be used to purchase alcoholic beverages if the purchase and use of those beverages is otherwise in accordance with University policy and local, state, and federal laws.
   f. OSU Newark units purchasing alcoholic beverages must comply with the University’s expenditure policy:
      http://legal.osu.edu/legaltopics.php
      Individual units may implement more restrictive policies relating to the use and/or promotion of alcohol within their facilities that are otherwise in accordance with University policy and local, state and federal laws.
   g. If a student organization is on a University-related trip, the University has jurisdiction over OSU students. The OSU Code of Student Conduct and local, state, federal and international laws apply to OSU students.

B. Process to Obtain Permission for University Events That Involve Alcohol
1. At least **two weeks** before the event, obtain University approval if the University event involves serving alcohol outside of a licensed premise. Proof of Liability Insurance may be required of the sponsor of the event.
2. At least **four weeks** before the event, submit a request for a permit from the Department of Liquor Control if planning an event that involves serving alcohol where there will be charges for anything, such as for a reception, conference registration, food, etc. This requires a significantly longer application process.
3. Alcohol approval requests must be made in writing to the Office of Business and Finance via email to ASARequests@admin.ohio-state.edu or fax to 614-292-2820. Forms are available on the following website:
4. Individuals or organizations sponsoring events where alcoholic beverages are available must provide a safe and secure environment, and follow reasonable risk management procedures. In order to ensure that there is adequate security at the event, the University
Police Special Events Coordinator must also be contacted at least three weeks before the event at 614-688-3211.

5. There should be a primary purpose for a gathering other than the availability of alcohol. Alcohol should not be used as an inducement to participate in a campus event.

6. Soft drinks or other alternative beverages such as punch, fruit drinks, and other non-alcoholic beverages should be available in the same location and be featured as prominently as the alcoholic beverages during the entire time alcoholic beverages are being served. Food and/or snacks should also be prominently displayed and available during the entire event.

7. No campus social event involving alcoholic beverages where alcohol is consumed as part of a competition, such as drinking games or chugging contests is allowed.

C. Promotion of Alcohol

1. The University does not allow advertising in its public spaces that directly promotes the use of alcohol or tobacco. This applies to events and activities directly organized or sponsored by the University, as well as to events sponsored by others who may be leasing, renting, or using University facilities.
   a. Subject to administrative restrictions, events organized on licensed University premises may display the corporate names and logos of alcohol-related sponsors, as long as there is not a specific “call to action.”
   b. Advertising should focus on the purpose or theme of the event and not on the availability of alcohol in ways that imply drinking is the focus, such as a “beer blast,” “forty kegs,” or “all the beer you can drink.”
   c. Promotional materials, including advertisements for college events sponsored or co-sponsored by student organizations, should not make reference to or include pictures of alcoholic beverages or the name of alcohol distributors.

D. Policy Violations

1. Any student, faculty member, staff member, volunteer, or visitor found to be in violation of local, state, and/or federal law, or who violate the University's alcohol and other drug policies, are subject to University disciplinary procedures and/or referral to the appropriate authorities for legal prosecution. Campus disciplinary sanctions include, but are not limited to, written warnings, loss of privileges, probation, participation in an alcohol or other drug assistance or rehabilitation program, suspension, and/or dismissal. Sanctions may also apply to registered student organizations and to off-campus conduct.

2. If alcohol violations occur, the following systems may be used:
   a. Students are subject to appropriate discipline by residence hall staff or by the Student Conduct Office, as outlined in the Code of Student Conduct.
   b. Faculty may be disciplined under all University rules and policies including Faculty Rule 3335-5-04.
   c. Staff are subject to appropriate disciplinary actions described in Office of Human Resources policies.

3. Alcohol policy violations can be reported via the University anonymous tip line.

III. Regulations Governing Illicit Drugs

The unlawful manufacture, possession, use or distribution of illicit drugs or controlled substances on University property or as part of University activities is strictly prohibited. The Ohio State University expects students, faculty, staff, volunteers, and campus visitors to abide by all applicable local, state, and federal laws regarding illicit drugs and controlled substances.

IV. Legal Requirements

Under local, state, and federal laws, it is a crime to do any of the following:

A. Underage Drinking
   1. Purchase, order, pay for, or share the cost of alcohol if you are under 21.
   2. Possess alcohol if you are under 21.
   3. Consume alcohol if you are under 21, unless it is provided by and consumed in the presence of your parent, legal guardian, or adult spouse.
   4. Sell alcohol to, buy alcohol for, or furnish alcohol to anyone under 21, even if you are the parent, legal guardian, or adult spouse in your own home, apartment, or residence hall room.
5. Allow anyone under 21 who possess or consumes alcohol to remain in your home, apartment, or residence hall room, or in other property that you own or occupy.

B. False Identification
   1. Show or give false information about your name, age, or other identification to purchase or obtain alcohol if you are under 21.
   2. Provide false information about the name, age or other identification of another person under 21 to purchase or obtain alcohol for that person.

C. Open Containers
   1. Have an open container of alcohol in your possession in any unlicensed public place.
   2. Have an open container of alcohol in your possession while driving or riding in or on a motor vehicle.
   3. Have an open container of alcohol in your possession while in or on a motor vehicle that is parked in or on a highway, street, or other place open to the public for parking.
   4. Open containers are not allowed at any tailgating events.

D. Transportation
   1. If you are under 21, you are considered to be driving under the influence if your blood alcohol level is .02 or higher and 0.08 at age 21. Refusing an alcohol test results in an immediate administrative license suspension.
   2. Consume alcohol while in a motor vehicle.
   3. Drive while under the influence of alcohol.
   4. Be in physical control of a vehicle while drinking or under the influence of alcohol.

E. Disorderly Conduct
   1. Engage in conduct that offends, inconveniences, annoys, or alarms others or that poses a risk of physical harm to yourself, to others, or to property while you are voluntarily intoxicated.

F. Alcohol Sales
   Hold an event where alcohol is sold, or an event where alcohol is provided without charge but there is an entrance fee, cover charge, or other fee, without an appropriate permit. Information on how to obtain a temporary liquor permit is available from the Ohio Division of Liquor Control by phone at 614-644-2431 and on the web at http://www.com.ohio.gov/liqr/. You must also have permission to serve alcohol on campus from http://legal.osu.edu/legaltopics.php.

G. Illicit Drugs
   1. Selling or offering to sell any controlled substance, or preparing or packaging any controlled substance for sale.
   2. Distributing any controlled substance.
   3. Knowingly obtaining, possessing, or using a controlled substance.

H. State of Ohio Alcohol and Drug Law Criminal Sanctions
   1. Underage Drinking: Ohio Revised Code (O.R.C.) 4301.63 provides that no person under the age of 21 shall purchase beer or intoxicating liquor.
      
      **Penalty for a violation:** A fine of not less than $25 but not more than $100 may be imposed. The court may order that the fine be paid by the performance of public work at a reasonable hourly rate established by the court, and may specify the designated time in which the public work shall be completed.

   2. False identification used to purchase alcohol for someone under 21: O.R.C. Section 4301.633 provides that no person shall knowingly furnish any false information as to the name, age, or other identification of any person under 21 years of age for the purpose of obtaining or with the intent to obtain, beer or intoxicating liquor for a person under 21 years of age, by purchase, or as a gift.
      
      **Penalty for a violation:** Violation of O.R.C. section 4301.633 is a misdemeanor of the first degree. The maximum penalty is imprisonment for not more than 6 months and a fine not more than $1,000.

   3. False identification used to purchase alcohol by someone under 21: O.R.C. Section 4301.634 provides that no person under the age of twenty-one years shall knowingly show or give false information concerning the person’s name, age, or other identification for the
purpose of purchasing or otherwise obtaining beer or intoxicating liquor in any place in this state where beer or intoxicating liquor is sold under a permit issued by the division of liquor control or sold by the division.

Penalty for violation: Violation of O.R.C. Section 4301.634 is a misdemeanor of the first degree, punishable by up to 6 months imprisonment and fines up to $1,000. If a false or altered state identification card was used in commission of a violation of O.R.C. Section 4301.634, the punishment is a first degree misdemeanor with a fine of at least $250 to $1,000 and up to six months imprisonment.

4. Open container in a motor vehicle: O.R.C. Section 4301.64 prohibits the consumption of beer or intoxicating liquor in a motor vehicle.

Penalty for violation: A violation of O.R.C. Section 4301.64 is a misdemeanor of the fourth degree punishable by up to thirty days in jail and a fine up to $250.

5. Furnishing or selling alcohol to someone under 21: O.R.C. Section 4301.69(A) prohibits any person from selling or furnishing beer or intoxicating liquor to an person under 21 years of age, or buying it for any person under the age of 21.

Penalty for violation: Violation of O.R.C. Section 4301.69(A) is a misdemeanor punishable by a fine of at least $500 but not more than $1,000, and in addition imprisoned for up to 6 months.

6. Underage purchase, possession or consumption of alcohol: O.R.C. Section 4301.69(E) provides that no underage person shall knowingly order, pay for, share the cost of, attempt to purchase, possess, or consume any beer or intoxicating liquor in any public or private place or knowingly be under the influence of any beer or intoxicating liquor unless he or she is accompanied by a parent, spouse, or legal guardian who is not an underage person, or unless the beer or intoxicating liquor is given for religious purposes or by a physician for medical purposes.

Penalty for violation: A violation of O.R.C. Section 4301.69(E) is a misdemeanor of the first degree. The maximum penalty is imprisonment for not more than 6 months and a fine up to $1,000.

7. Driving while intoxicated: O.R.C. Section 4511.19 prohibits any person from driving a motor vehicle while under the influence of alcohol or drugs.

Penalty for violation: A violation of O.R.C. Section 4511.19 is misdemeanor of the first degree, the maximum penalty for which is a jail term of up to 6 months and a fine up to $1,000. In addition, the court may impose additional fines, community rehabilitation or intervention programs, and suspend or revoke the offender’s driver’s license. Additional penalties exist for repeat offenders of O.R.C. Section 4511.19.

8. Selling or distributing illicit drugs: O.R.C. Section 2925.03 prohibits any person from selling or offering to sell any controlled substance, preparing or packaging any controlled substance for sale, or distributing any controlled substances.

Penalty for violation: Anyone who violates this statute is guilty of drug trafficking. Violation of this statute is a felony, the level of which depends on the specific criteria set forth in Section 2925.03(C), including type and weight of drug. The minimum penalty for a fifth degree felony can include 6 to 12 months in jail and/or a fine up to $2,500. The maximum penalty for a first degree felony can include imprisonment up to 10 years and a fine up to $20,000.

9. Possessing or using illicit drugs: O.R.C. Section 2925.11 prohibits any person from knowingly obtaining, possessing, or using a controlled substance.

Penalty for violation: Violation of this statute is drug abuse, which may be a misdemeanor or a felony depending on the specific criteria set forth in Section 2925.11(C), including type and weight of drug. The minimum penalty, a fourth degree misdemeanor, is punishable by imprisonment of up
to 30 days and a fine up to $250. The maximum penalty, a first degree felony, is punishable by up to 10 years in prison and a fine up to $20,000.

This information is provided as a general summary of the major applicable laws. Laws frequently are amended and reinterpreted, and the application of law to specific situations generally requires an analysis of all of the facts and circumstances. This information should not be substituted for specific legal advice.

If you are charged with a crime it is a good idea to seek advice of an attorney. Legal representation is not permitted for student judiciary processes. Updates to these laws are generally reflected on the websites mentioned here, but individuals are ultimately responsible for knowing the laws. This information should not be substituted for specific legal advice.

Ohio State's Code of Student Conduct and University policies and rules are campus behavior and safety standards that may result in sanctions, educational outcomes or penalties that are independent of any criminal considerations.

Violation of the laws referenced previously may also be a violation of Ohio State’s and COTC Code of Student Conduct and University policies and rules and could result in University sanctions. It should also be noted that the University’s expectations for appropriate behavior are higher than those under the law.

Unlawful possession, use, production, distribution, or sale of alcohol or other drugs by any faculty, staff, or student is prohibited on University property or as any part of University activities. This general policy statement is derived from two different sources:

1) The Ohio State University Code of Student Conduct: [http://studentaffairs.osu.edu/csc/](http://studentaffairs.osu.edu/csc/)
   The Central Ohio Technical College Code of Student Conduct:

2) The Ohio State University Drug-Free Workplace Policy 7.30. [http://hr.osu.edu/policy/policy730.pdf](http://hr.osu.edu/policy/policy730.pdf)

This policy is created to comply with the Drug-Free School and Communities Act Amendments of 1989 (Public Law 101-226), which requires that the University show it has adopted and implemented a program to prevent the illicit use of drugs and the abuse of alcohol by faculty, staff, and students; and to set forth the standards to provide a community setting that is safe, healthy, and productive for all faculty, staff, and students of the Ohio State University. The Newark Campus distributes this policy annually throughout the campus community. Included is information about referral and treatment, applicable laws and sanctions, and current assessments of possible health risks.

**Internal Sanctions**

Any student, faculty, or staff member who violates the University’s drug-free policy shall be subject to University disciplinary procedures. Students shall be subject to appropriate discipline through the Office of Student Conduct, in accord with the Student Code of Conduct. Staff shall be disciplined under the University’s operating manual, and faculty under faculty rule 3335-5-04. Such procedures may include the satisfactory participation in an alcohol or other drug assistance or rehabilitation program. Sanctions will be in compliance with the collective bargaining agreements where applicable. Violation of this policy may also lead to referral for prosecution to the appropriate local, state and/or federal authorities. Faculty or staff who are convicted of any criminal drug statute violation occurring in the workplace and are employed by the University at the time of the conviction must notify the appropriate office (Academic Affairs for faculty; Human Resources for staff) within five (5) days of the conviction.
External Sanctions

Unlawful possession, use, manufacture, sale, or distribution of alcohol or illicit drugs may lead to referral to the appropriate federal, state and/or local authorities for prosecution. Depending on the nature of the offense, it may be categorized as a misdemeanor or a felony and may be punished by fine and/or imprisonment.

Federal law prohibits the trafficking and illegal possession of controlled substances (See 21 USC, Sections 811 and 844). Depending on the amount, first offense maximum penalties for trafficking marijuana range from five years imprisonment and a fine of $250,000 to imprisonment for life and a fine of $4 million. Depending on the amount, first offense maximum penalties for trafficking schedule I and II controlled substances (methamphetamine, heroin, cocaine, cocaine base, PCP, LSD, fentanyl analogue) range from five years to life imprisonment and maximum fines range from $2-$4 million. First offense penalties for the illegal possession of a controlled substance range from up to one year in prison and a fine of at least $1,000, but not more than $250,000; or both.

The State of Ohio, Licking County, or the City of Newark may impose penalties for trafficking and illegal possession or use of controlled substances. State and local penalties for trafficking illicit drugs include fines that range from $1,000 to $50,000 and mandatory jail sentences that range from six months to 10 years. Illegal use or possession of a controlled substance or drug paraphernalia may warrant fines ranging from $100 to $5,000 and jail sentences ranging from 30 days to 10 years, depending on the amount and substance possessed.

Violations may also lead to forfeiture of personal and real property and the denial of federal benefits such as grants, contracts, and student loans.

The State of Ohio, Licking County, or the City of Newark may impose a wide variety of penalties for alcohol-related offenses. For example, a first driving while intoxicated offense may be punished by mandatory imprisonment for at least three consecutive days and a fine ranging from $375 to $1,000. Subsequent offenses lead to increased sanctions. Illegal purchase, possession, use, or sale of intoxicating liquor by a minor may be punished by fines ranging from $25 to $1,000 and up to six months in jail, depending on the circumstances.

Parental Notification Guidelines for Alcohol and Controlled Substance Violations

These guidelines have been developed in response to the Higher Education Amendments of 1998. These amendments created an exception to the Family Educational Rights and Privacy Act (FERPA), thus enabling universities to notify parents or legal guardians, under certain circumstances, of a student’s use or possession of alcohol or a controlled substance while under the age of twenty-one. This change supports the practice of The Ohio State University of establishing a collaborative partnership with parents and actively involving them, when appropriate, in addressing student behavior as it relates to alcohol and drugs.

Notification of parents is done when the University believes it will help the student. When practicable, conversations normally are held with the student before contact is made with parents, in an effort to determine whether such contact is the best course of action. Generally, the University contacts parents in an effort to provide support for student’s physical health and safety, academic success, and personal development. Factors that are considered when deciding to contact parents may include, but are not limited to:

- A situation in which a student has received medical attention in which the occurrence of an arrest and consequent criminal charges
- A major disruption to the University’s educational mission
• Substantial harm caused to other students
• Significant property damage

Contacts are made, if possible, by a personal appointment with parents or by phone. Written communication is used only when other attempts to contact parents have failed. The goal is to develop a partnership between the University and the parents for the good of the student. Parent contacts are not to be viewed as a "disciplinary sanction", but rather as a positive engagement of the broadest possible resources to help a student succeed in his/her educational endeavor. Parents are encouraged to discuss the situation with their son or daughter.

Questions or concerns regarding these guidelines should be directed to Newark Campus Public Safety, 1179 University Drive Warner Building Room 105, Newark, Ohio, 43055, 740-366-9237; or OSU Newark Student Affairs, 1179 University Dr. Warner Building– Room 226, Newark, Ohio, 740-364-9517.

Notification of Supervisor within the Workplace

Anyone taking or using an inhalant, drug, or other medication, whether or not prescribed by the employee’s physician for a medical condition, which is known or advertised as possibly affecting or impairing judgment, coordination or other senses, or which may adversely affect ability to perform work in a safe and productive manner, must notify his or her supervisor or Human Resource Director prior to starting work. The supervisor or Human Resource Director will decide if the employee can remain at work or what work restrictions, if any, are deemed necessary.

Employees who are experiencing work-related problems resulting from drug, narcotic, or alcohol abuse or dependency may request, or be required to seek, counseling help. College required counseling or referral is to be kept confidential and is to have no influence on performance appraisals. Job performance alone, not the fact that an employee seeks counseling, is to be the basis of all performance appraisals.

Employee Compliance

All employees will have access to this policy on the College Intranet or will be provided a copy. As a condition of employment, all employees must comply with this policy. Any employee convicted under any criminal drug statute for a violation occurring on campus must notify the area vice president or Human Resource Director within five (5) working days and may be required to complete a drug abuse assistance or rehabilitation program as a condition for continued attendance or continued employment.

The Human Resource Director (or Area Vice President) will notify all appropriate federal agencies when a COTC employee is convicted of a drug offense that is connected in any way to the College.

Contractors and Visitors

COTC strictly prohibits any visitor or contractor from being on campus or worksites while under the influence of alcohol, drugs, or controlled substances.

Alcohol: Zero-One-Three

Reduce your risk for experiencing alcohol-related impairment problems. Set guidelines for the use and non-use of alcohol and stick to them. Zero-One-Three can be a helpful tool in developing a clearer idea of what is "responsible drinking."

The Zero-One-Three concept was developed by the Enjoy Michigan Safely Coalition and funded by
the Michigan Office of Highway Safety Planning. Zero, One, and Three are easy numbers to remember. They represent alcohol consumption norms that should be promoted. Each number stands for a component of the concept.

Zero = Zero alcohol

It’s OK not to drink, especially if you’re under 21, driving, chemically dependent, or pregnant. Alcohol is a drug, and tens of millions of adults choose to live a drug-free, and, therefore, alcohol-free lifestyle. It is a choice made by approximately 30 percent of the adult population.

- Situations where zero is a wise choice:
  - People who are not of legal age
  - Women who are pregnant or think they may be pregnant
  - People who suffer from alcoholism or other chemical dependencies
  - People from homes where alcoholism or abusive consumption is present
  - People who do not like the physiological or psychological effects of alcohol
  - People who are trying to cut down on empty calories
  - People who prefer the taste of non-alcoholic beverages
  - Diabetics and/or People on certain medications

One = One drink per hour

One drink is defined as one 12-ounce can of beer OR one glass of wine OR one shot of liquor (a mixed drink). If a person is having more than one drink per hour, he/she is out of bounds and is exceeding the recommended consumption pace. Because of the rate by which alcohol is metabolized in the body, more than one drink per hour will/can cause a person to test as legally under the influence of alcohol. By keeping the pace to one drink per hour, the body's alcohol metabolism capacity will likely not be surpassed by alcohol intake. This will help keep blood alcohol concentration within safer limits. Remember, the legal blood alcohol concentration limit is .08 for driving in Ohio. If under 21, it is a violation if the concentration of alcohol is .02 or greater.

Three = No more than three drinks per day, and never daily.

Three represents the maximum number of drinks a person should ever have in a single day. It does not mean three at each of six pubs. Also, remember these three drinks are not to be consumed at a faster pace than one per hour. Some people will quickly point out the existence of individual differences (body weight, etc.) as they relate to these guidelines. It is important to note, however, individual differences also exist for blood cholesterol levels, exercise prescriptions, and all other quantified health norms. The standard of Zero-One-Three is one that is acceptable for most people.

Get the Facts!

Students overestimate dangerous drinking habits among other students. In reality, Ohio State students party smart.

Myth: Many students drink excessively... it is just a part of being in college.

Fact: More than 60% of students choose NOT to binge drink (consume 5 or more drinks in a sitting.) Actually, the majority of students (80%) have between 0-6 drinks when they party.

Myth: “I only had five beers, brah. I’m cool to drive. Just call me the DDD, designated drunk driver.”

Fact: Having five beers in one hour will put a 160 pound male at a .10 BAC which is OVER the
legal driving limit. 92% of Ohio State students always use a designated driver or choose not to drink at all!

**Myth:** If both people are drunk when they have sex, it can't be rape/sexual assault.

**Fact:** No one can legally give consent when they are substantially impaired. Being drunk isn't an excuse to not get consent. It is the initiator’s responsibility to gain consent. No matter what an impaired person may verbalize at the time, if they feel violated/victimized, it should be taken seriously.

**Students**

COTC regulations governing alcohol and drugs can be found in the student handbook found at the following link:


In addition to other regulations and codes listed, the student handbook lists the procedures for disciplinary action, appeals, sanctions and the full grievance/complaint process. The regulation posted below comes directly from the COTC student handbook:

Use, possession, or distribution of illegal drugs or alcohol on college premises, college-related premises, or at a college function, except as authorized by law and college policy, is prohibited.

**Counseling Services**

**OSU Newark and Central Ohio Technical College**

Students attending OSU Newark and COTC have access to counseling services through numerous venues. OSUN students are entitled to up to ten free sessions through Counseling and Consultation Services. Students can speak with a counselor about issues causing academic, personal, and/or emotional distress; and explore ways to understand and alleviate concerns/issues. Students can contact below resources directly, or contact an academic advisor; or Student Affairs Director for assistance. Appointments that accommodate student schedules can be made with the following:

Counseling Services
Warner Center 226
Phone: 740-364-9578
1-800-9Newark
Fax: 740-364-9646
Weapon Policies

OSU Newark

As part of the OSU Workplace and Family and Relationship Violence Policy [7.05]:

The Ohio State University is committed to providing faculty, staff, and students with an environment that is safe, secure and free from threats, intimidation and violence. This includes providing a supportive workplace in which employees can discuss workplace and family and relationship violence occurring in their lives and seek assistance with those concerns. Our goal is to provide a workplace in which violence of any kind is neither tolerated nor excused.

To promote an atmosphere that encourages learning and productive employment, quick responsive action will be taken if violence or the threat of violence arises.

Part of the above-listed policy [7.05] establishes that possession of deadly weapons on University property is conduct or behavior that will not be tolerated. Within the policy, “Deadly Weapon” is defined as any instrument, device or thing capable of inflicting death, and designed or specially adapted for use as a weapon, or possessed, carried or used as a weapon including, but not limited to, a firearm (including unloaded, inoperable or sawed off firearms, starter pistols, zip guns, etc.), knife, club, brass knuckles, martial arts weapon, or stun gun. Prohibited items shall not be stored in personal vehicles parked on state-owned and/or leased property.

Students who are not employees are covered by the Code of Student Conduct, which can be found at the following link: www.studentaffairs.osu.edu/csc/. Under the “Prohibited Conduct” section; Dangerous Weapons or Devices:

Use, storage, or possession of dangerous weapons or devices including, but not limited to, firearms, ammunition, or fireworks unless authorized by an appropriate University official or permitted by a University policy, even if otherwise permitted by law, is prohibited.

COTC

The COTC College Regulations and Codes states that possession or keeping of firearms, weapons, or dangerous devices of any description in any area of the college premises or at a college-related activity unless authorized by an appropriate college official or permitted by college policy is prohibited.
**Report Availability**

Each year, an email notification is made to all students, staff, and employees that provides the website address to access this report. Copies of this annual report may be requested from the Newark Campus Public Safety Office (location below) or printed in PDF format from the Newark Campus Public Safety web page:


http://www.cotc.edu/depts/Pages/Office-of-Public-Safety.aspx or

The Daily Crime Log is also available at the below location.

The Annual Fire Report and Fire Log are available upon request in the Newark Campus Public Safety Office.

Newark Campus Public Safety
Warner Building – Room 105
1179 University Dr. Newark, Ohio 43055
740-366-9237

**Crime Data Collection**

Crime data is collected from all law enforcement jurisdictions that service the OSU and COTC Newark Campus as well as the appropriate agency responsible for police services for the COTC Extended Campuses.
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## Crime Statistics Chart

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</table>
**Unfounded Crimes** [I] 2015: There were zero (0) unfounded crimes by Law Enforcement.

**Hate Crimes** [E]

2015: There was one (1) reportable hate crime reported, Disorderly Conduct, containing gender identity comments made to a student on the Newark Campus.

2014: There was one (1) reportable hate crime reported, Disorderly Conduct, Intimidation containing racial comments in the Newark Residence Halls.

2013: There were no reportable hate crimes

### Arrests and Disciplinary Referrals [C, F, G, H] Both OSU N and COTC

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<tr>
<th>Crimes Reported</th>
<th>Year</th>
<th>Campus (not including residence facility) Crime Reported</th>
<th>Campus (residence facilities only)</th>
<th>CAMPUS TOTAL</th>
<th>Non-Campus [B]</th>
<th>Public Property [A]</th>
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</table>
Department of Education Clery Crime Definitions

1. 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
2. Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or other retail vendor).

Non-Campus

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

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. Public property, for purposes of data collection and this report, does not include businesses or private residences adjacent to the campus.

Footnotes

A. “Public Property” statistics include police reports taken from the City of Newark Police Department, Licking County Sheriff’s Office, and State Highway Patrol. Statistics in this field are representative of the numbers made available to Newark Campus Public Safety authorities at the time of this report. Every effort has been made to comply with the definitions contained in the Handbook for Campus Crime Reporting, however Public Property statistics provided by outside agencies are not independently verified by the Newark Campus Public Safety Department, and may include reports of crimes that occurred in private residences or businesses or in other “non-campus” locations, including the COTC location.

B. “Non-Campus” statistics include police reports taken from City of Newark Police Department, Licking County Sheriff’s Office, and State Highway Patrol. Every effort has been made to comply with the definitions contained in the Handbook for Campus Crime Reporting, however “Non-Campus” statistics provided by outside agencies are not independently verified by the university, and may include reports of crimes that occurred in private residences or businesses or in other “non-campus” locations. “Non-Campus” statistics may include statistics from foreign law enforcement agencies for properties used during study abroad trips or other foreign activities involving students or for OSU county extension offices. Statistics reported by foreign law enforcement agencies are not independently verified by the university.

C. Municipal and county law enforcement agencies provide statistics according to F.B.I. Uniform Crime Reporting (U.C.R.) requirements.

D. In prior Annual Security Reports, sex offenses were reported in two categories. The former category of “Sex Offenses Forcible” includes what is now being called rape and fondling. The former category of “Sex Offense Non-Forcible” includes incest and statutory rape. Beginning calendar year 2014, statistics will be tabulated by “Rape,” “Fondling,” “Incest,” and “Statutory Rape.”
E. Hate crimes are crimes that manifest evidence that the victim was intentionally selected because of the victim’s actual or perceived race (RA), religion (RE), sexual orientation (SO), gender (GE), ethnicity (ET) or disability (DB). Reportable hate crimes include the offenses of Aggravated Assault, Arson, Burglary, Manslaughter-Negligent, Murder and Non-Negligent Manslaughter, Motor Vehicle Theft, Robbery, Forcible Sex Offenses, Non-Forcible Sex Offenses, other hate crimes involving bodily injury, Larceny-Theft, Intimidation, Destruction/Damage/Vandalism of Property, and Simple Assault.

F. These statistics reflect the most current data provided to the university. To the extent any of the crime statistics differ from previous reports, the figures in this year’s report reflect the most current data provided to the university.

G. Statistics may include reports that have been made to campus security authorities other than the Ohio State University police or municipal or county law enforcement agencies, including, but not limited to: Student Conduct, University Housing, and the Sexual Civility and Empowerment Program (SCE). Although these reports are not always reported to, or independently investigate and verified by university, municipal, or county law enforcement agencies as having occurred, lack of verification does not necessarily reflect on the report’s veracity.

H. Reported crimes may involve individuals not associated with The Ohio State University or Central Ohio Technical College.

I. "Unfounded" crimes are reported crime that are investigated by law enforcement authorities and found to be false or baseless. Only sworn or commissioned law enforcement personnel may “unfound” a crime. When a crime statistic has been disclosed and is “unfounded” in a subsequent year, the crime statistics will be revised and a notation will be made to explain the revision.

As permitted by the Department of Education for the 2016 Annual Security Report, OSU and COTC used conditions and rules from the guidance prior to the 2016 Edition of The Handbook for Campus Safety and Security Reporting to assess its statistics

Numbers enumerated in red above reflect a correction of location and total for 2013 and 2014. The previous year’s numbers were incorrectly listed twice, doubling the actual number of incidents.
OSU and COTC Newark

Campus Map
Central Ohio Technical College Knox Campus, Ariel Hall
236 S Main St, Mt Vernon, OH 43050

Central Ohio Technical College Coshocton Campus,
Montgomery Hall
200 Whitewomen St. Coshocton, Ohio 43812
Central Ohio Technical College Pataskala Campus
8660 E Broad St, Reynoldsburg, OH 43068