

# Pennsylvania Institute of Technology Security Report

## Fall 2009 Statistics:

Students of Record:	1046
Students in Student Housing:	None
Nonstudent Employees:	219

**Office Responsible for Security on Campus:** Dean of Student Services

**Security Personnel:** N/A

**Enforcement Authority of Security Personnel:** N/A

## **Policy on reporting criminal incidents to state and local police:**

All criminal incidents except minor crimes are reported to local police. Crimes are logged via the P.I.T. Incident Report to the Dean of Student Services. A copy of the report is sent to the Business Office.

## **Policy regarding access to institutional facilities and programs by students, employees, guest and others:**

Typical college business hours are between the hours of 8 AM and 5 PM, Monday through Friday. Classes are also offered between 6 PM and 10 PM Monday through Thursday. Students are invited to use campus facilities during typical business hours and at other times periods as denoted by the college. Guests and other personnel are required to stop at the front desk to gain access to the college. Staff of the college are granted access on an as-needed basis. The college reserves the right to restrict access to anyone.

## **Procedures and facilities for students and others to report criminal action or other emergencies and policies for the institutions response to such reports:**

### *STUDENT EMERGENCY PROCEDURES*

In case of an emergency, students should contact the nearest faculty, staff member, or administrator immediately. If a student is unable to locate any College personnel, he/she should go to the nearest P.I.T. office phone and dial "O." This will connect the student to P.I.T.'s switchboard. Fire extinguishers and first aid kits are located throughout all campus buildings. A copy of the Emergency Procedures Manual is available in all campus offices.

The College maintains that the primary responsibility for medical and health care lies with students and their families. The College is not financially responsible for a physician's care, drugs, laboratory studies, or hospitalization. The Institute has

established relationships with area hospitals - Riddle Memorial Hospital and Crozer-Chester Medical Center.

Illnesses or injuries resulting from accidents incurred on campus or during a college-related activity must be reported immediately to the nearest responsible staff member who will advise the appropriate P.I.T. office or official. If it is not possible to file an immediate written report, a report should be submitted to the Business Office within 24 hours of the incident. An appropriate form is available from either the Receptionist or the Business Office.

#### *Non-Academic Standards of Conduct*

These standards apply to students at all times, both on campus and at college sponsored events off campus. Students are expected to observe standards of conduct and taste, which will reflect favorably on the College, their fellow students, their guests, and them. Generally, students adhere to responsible standards of conduct. However, the ultimate responsibility for the maintenance of campus discipline and order rests with the faculty, administration, and Trustees. Accordingly, the College reserves the rights to discipline, suspend, or dismiss any student whose conduct or academic standing is unsatisfactory. Non-academic standards of conduct include, but are not limited to:

#### *Enforcement Procedures*

- The ultimate responsibility for enforcement of the Code of Conduct rests with the College President.
- The College President may delegate enforcement of the Code to appropriate College administrative official(s) and staff member (s).
- Chief responsibility for the enforcement of academic-oriented violations rests with the Dean of Academic Affairs.
- Chief responsibility for the enforcement of non-academic oriented violations rests with the Dean of Student Services.
- Day-to-day enforcement responsibility rests with all members of the College community including students, faculty, administrators, and staff members.

The Dean of Academic Affairs or his/her designee coordinates and administers student academic discipline (academic dishonesty, plagiarism). The Dean of Student Services has a similar responsibility concerning non-academic disciplines. Allegations should be reported to the appropriate Office or Dean.

Any member of the P.I.T. community (student, staff, or faculty) may bring alleged violations of the Student Code of Conduct to the attention of the Dean of Academic Affairs or the Dean of Student Services.

When an allegation of an academic violation or nonacademic violation is referred to the Dean of Academic Affairs or the Dean of Student Services, respectively, he/she will weigh the evidence to determine if a violation has occurred. If it is deemed that no violation has occurred, the case is dismissed and all parties are so informed. If it is determined that a violation has occurred, the appropriate Dean shall meet with the student and provide an opportunity for the student to defend himself/herself against the charge(s). If the student admits his/her responsibility, the appropriate Dean determines the course of

action. Either Dean may (a) resolve the case or (b) refer the case to a Student-Faculty Judicial Board.

**A statement of policy regarding:**

**a) the possession, use and sale of alcoholic beverages:**

**b) the possession, use and sale of illegal drugs:**

**c) the possession and use of weapons by security personnel and any other person:**

*Illegal Substances*

All students have the responsibility to help ensure that the environment in which they and their classmate's function is safe. In order to ensure that this responsibility is met, students must be able to work free from the effects of alcohol and/or other performance impairing substances. Therefore, the use, sale, or possession by a student of an intoxicating liquor, controlled substance, drug not medically authorized, or any other substance, which may impair performance or pose a hazard to the safety and welfare of any member of the P.I.T. community, including the student, is strictly forbidden.

Illegal drug usage or alcohol abuse may adversely affect the safety of the student, other students, or members of the general public and, therefore, shall be grounds for disciplinary action at the discretion of the College.

*Legal Sanction*

According to ACT 64, which describes the necessary procedures for enforcement by the College of the Drug Free Schools and Community Act Amendment of 1989, in the event of an incident that would warrant contacting authorities in regard to illicit substance involvement, the first call made would be to the Upper Providence Police Department, which includes P.I.T. within its jurisdiction.

*Intention to Enforce*

In accordance with the Drug Free Schools and Community Act Amendment of 1989, the Pennsylvania Institute of Technology (P.I.T.) will maintain confidentiality to the degree specified under law. Should a student demonstrate an observable decline in performance or a marked change in behavior that is determined to be due to substance abuse, the College will expect the student to seek professional assistance in an effort to effect a positive change in performance levels. The College will work in a supportive way with the student throughout the treatment plan.

Should it be deemed necessary either for the health and safety of the individual or of the campus community, P.I.T. reserves the right to suspend or dismiss a student for use and/or distribution of a controlled substance, illegal drug, or intoxicating liquor. Questions about ACT 64 or P.I.T. policy concerning controlled substance should be discussed with the Dean of Student Services.

### Firearms

In accordance with the provisions of the law of the Commonwealth of Pennsylvania, possession of firearms on campus is prohibited. Upper Providence Township prohibits the use of firearms within its limits.

### Other Weapons

P.I.T. also prohibits possession of explosive and/or pyrotechnic devices of any kind, edged weapons such as knives, and hazardous substances as defined by federal and state authorities.

### Other Violations

The following activities are strictly forbidden by the College and will be dealt with accordingly.

- Assault or Battery upon another person or the threat thereof while on campus.
- Theft or willful destruction of College property or personal property.
- Indecent conduct on campus.
- Gambling on College property.
- Smoking in unauthorized locations.
- Misrepresentation of proper identification of oneself in the transaction of College business and dealings with College officials and representatives.

### **Any policy regarding students or employees with criminal records:**

Students enrolling in programs that require an externship as part of the graduation requirements are subject to criminal background checks upon entry into the program and again prior to entering the externship. Students with a criminal record may be denied admission to the program or be kept from entering the externship. Students with pending charges may be allowed to continue in the program upon signing a memorandum stating that they understand that if convicted of a serious charge, they may not be able to enter the externship, or graduate.

### **Security considerations used in the maintenance of campus facilities, including landscaping, groundskeeping and outdoor lighting:**

Outdoor lighting is timed to coincide with the entrance/exit of students to the campus and to insure that the pedestrian areas of the grounds are well lighted. Other questions of security are available upon request.

### **A description of the communications mediums used to inform the campus community about security matters as well as the frequency with which it is usually provided:**

The campus community is informed of security matters via yearly correspondence from the Office of the President. Information can also be found in the current document, the online Student Handbook for students and the online Emergency Procedures Handbook for staff.

**Further relevant information regarding college security and enforcement procedures:**

*INSTITUTIONAL STANDARDS*

*Principles Underlying College Policies*

- P.I.T. acknowledges the myriad of backgrounds, lifestyles, and personal moral values of those who encompass the P.I.T. community, and respects the rights of individuals to hold values that differ from those expressed herein. However, in their College activities as students, they are expected to observe P.I.T.'s policies and standards.
- Students are expected to assume responsibility for their own conduct and to have concern for the behavior of others. Such responsibility includes efforts to encourage positive behavior and to prevent or correct conduct by others that is deemed detrimental.
- Moreover, P.I.T. has a legitimate concern for the personal behavior of students, faculty, or staff beyond the impact that the behavior has on the rights of others. When an individual's pattern of behavior is self-destructive, interferes with the achievements of one's educational objectives, or adversely affects the quality of life on campus, P.I.T. may intervene in an attempt to correct or prevent such behavior.
- The College values and safeguards the personal privacy of its members and, therefore, recognizes the provisions of the Buckley Amendment, as outlined in the college catalog, regarding the privacy of student records.

*Non-Discrimination Statement*

The Pennsylvania Institute of Technology will not discriminate in its educational programs, admissions policy, or employment practices concerning race, color, national origin, sex, disability, age, religion, sexual orientation, ancestry or any other legally protected category. Announcement of this policy is in accordance with state and federal laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973 and the American Disabilities Act of 1990.

*Non-Discrimination of Persons with Disabilities*

The Pennsylvania Institute of Technology does not discriminate in admission, access, or instruction against persons with disabilities. Persons with disabilities are encouraged to make P.I.T. aware of any permanent or temporary disablement for which they need reasonable accommodation. P.I.T. will make reasonable accommodations and provide services on an individual basis to ensure that such students are not denied benefit of, excluded from participation in, or otherwise subjected to discrimination in programs and/or activities at the Pennsylvania Institute of Technology.

*Grievance Procedures*

The Pennsylvania Institute of Technology strives to support its students in the achievement of their career goals. For information regarding civil rights or grievances

procedures, contact the Dean of Student Services at 610-892-1514, or the Philadelphia Human Relations Office, Broad and Spring Garden Streets, Room 708, Philadelphia, PA 215-560-2496.

### *Personal Conduct*

Through the college policies, P.I.T. requires that student behavior contribute positively to student welfare and safety, enhance the quality of the campus environment, and respect the rights of others. Conduct which infringes upon or endangers the rights of others will not be tolerated.

### *Human Rights and Dignity*

P.I.T. expects all students to practice high regard for the human dignity and diversity of others. It seeks to prevent all types of discrimination on the basis of race, sex, religion, age, disability, and national origin. Additionally, attempts will be made to resolve any questions through constructive dialogue and clarification of values and attitudes. However, repeated disregard for the rights and dignity of others will result in disciplinary action including possible dismissal from the College.

### *Bias Related Behavior Policy*

The diversities of students, faculty and staff are highly respected at P.I.T. The multitude of backgrounds, interests and values represented enhances opportunities for personal growth through greater awareness and appreciation of differences. The College intends to foster a campus community where members can work and learn with respect, dignity, and freedom from discrimination. P.I.T. remains committed to the foundation of equal and open access for all without regard for race, sex, religion, age, sexual orientation, disability, or national origin.

Racial and ethnic harassment is counterproductive to the multicultural educational environment P.I.T. strives to maintain. Any actions or expressions, which cause violence, create a clear and present danger of violence, or represent a malicious attempt to demean, degrade, or harass members of the College community, are prohibited. Such actions include, but are not limited to, acts of violence, physical or verbal threats, harassment, slurs, epithets, graffiti, posters, or jokes. P.I.T. will not tolerate harassment in any form and will investigate all complaints of harassment that are brought to its attention. Administrative action against students found guilty of such harassment may include dismissal.

### *Sexual Behavior and Harassment Policy*

P.I.T. prohibits sexual harassment of its employees or students in any form. Such conduct will result in disciplinary action up to and including dismissal.

No supervisor or instructor shall threaten or insinuate, either explicitly or implicitly, that an employee's or student's submission to or rejection of sexual advances will in any way influence any decision affecting the employee's employment, performance review, wages, advancement, work schedule, or any other conditions of employment or a student's standing in class or in any other institutional activities.

Further, sexual harassment also includes conduct that may create an offensive work or College environment. Such conduct is also prohibited. Examples of this type of conduct include, but are not limited to; repeated offensive or unwelcome sexual flirtations, advances, or propositions; continued or repeated verbal abuse of a sexual nature; graphic verbal commentaries about an individual's body; sexually degrading words used to describe an individual; jokes of a sexual nature; leering, whistling, or obscene gestures; the display in the College or workplace of sexually suggestive dress, objects, or pictures; touching another person in a sexually suggestive way or in a way which invades a person's privacy; or any other sexually demeaning statements or activities, will not be permitted, whether committed by supervisors, non-supervisors, non-employees, faculty, staff, or students.

Employees and students should express their feelings if they feel they are being sexually harassed. Employees who have complaints of sexual harassment should report such conduct to their appropriate supervisor; if this is not appropriate, they may seek the assistance of a Senior Staff member. Students who have complaints of sexual harassment should report such conduct to the Dean of Student Services. Such complaints will be investigated promptly and corrective action will be taken where allegations are verified. No employee or student will suffer retaliation or intimidation as a result of using this complaint procedure.

Finally, false accusations of sexual harassment can, in and of themselves, have a serious adverse effect on those who are wrongly accused. Therefore, all employees and students are expected to act responsibly in helping P.I.T. maintain a workplace and institution free of sexual harassment.

**General Information**

800 MANCHESTER AVE  
MEDIA, PA 19063  
DELAWARE County

For more information about this institution, visit [www.pit.edu](http://www.pit.edu)

**Security Officer Information**

Security Officer: Dona Fabrizio  
Title: Dean of Student Services  
Phone: 610-892-1500

800 Manchester Ave.  
MEDIA, PA 19063

Campus Crime Data 2008 – Media Location



Media.mht

Campus Crime Data 2008 – Philadelphia Location



Center City.mht