



# Annual Security Report & Annual Fire Safety Report



Scott C. Soderberg, U-M Photo Services

## 2011-2012



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

September 2011

Dear Campus Community Member:

Thank you for taking the time to read this publication. It is packed with helpful information about safety and security on our campus.

The Department of Public Safety is a professional, full-service law enforcement agency with responsibility to provide police services to all areas of our campus community. In 2009, we became the first police agency in the Big Ten Conference and only the tenth of more than 600 agencies in the state to earn a very prestigious national accreditation through the Commission on Accreditation for Law Enforcement Agencies. We are committed to establishing a partnership with the community to address safety concerns, reduce crime and improve quality-of-life issues.

This report is part of our on-going effort to inform you of the safety programs and services available to the University community, the crimes that are reported to our police and security personnel, and the steps you can take to maintain a safe and secure campus. It also is provided as our compliance document as called for under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as well as the Annual Fire Safety Report as required by the Higher Education Opportunity Act.

We in the Department of Public Safety take the commission of crimes against our students, faculty, staff and visitors personally, and aggressively investigate reported crimes. We also collaborate with other law enforcement agencies and campus groups to reduce crime on campus.

Additionally, we have many other programs that continue to enhance the security and safety of our campus community. We welcome you to visit our department for a tour or even participate in our "ride along" program and meet our officers.

Prevention, however, is the best cure for crime. We must ensure that our persons and property are secure and protected by a responsible, vigilant and caring population of involved people who report suspicious and unlawful behavior immediately to the Department of Public Safety. This also contributes to our University's educational initiative of "Expect Respect. Give It. Get It.™" Please do your part by getting involved. Help us help you stay safe.

Sincerely,

Greg O'Dell  
Chief of Police

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

#### Other Important Numbers

University operator	(734) 764-1817
Campus Information Centers	(734) 764-INFO (4636)
15 <sup>th</sup> District Court	(734) 222-3393
City parking referee information	(734) 794-6549
Sexual Assault Prevention & Awareness Center	(734) 936-3333

FOLD

#### U-M Emergency Telephone Numbers

**All Emergencies**  
(Fire, Medical, or Police)

**Dial 9-1-1**  
**Text 377911**

**Blue Light Emergency phones:**  
(Automatic connection to U-M Dept. of Public Safety)

**lift receiver  
or push button**

**Carport Emergency phones:**  
(Automatic connection to U-M Dept. of Public Safety)

**lift receiver**

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





## University of Michigan Department of Public Safety

### Victim's Right's

Michigan state law requires that the law enforcement officer responding to your case, provide you with this information if you have been a victim of:

- Any felony
- Any other crime for which the offender, upon conviction, may be punished by imprisonment for more than one year.

If emergency medical aid is necessary, it may be obtained at University Health Service (734) 763-4511, University Hospital Emergency Room (734) 936-6666, or St. Joseph Hospital Emergency Room (734) 712-3000. Transportation is available through your local emergency medical service by dialing 911.

Other available resources include:

Sexual Assault Prevention & Awareness Center (SAPAC) ..... (734) 998-9368  
www.umich.edu/~sapac/ ..... Crisis Line (734) 936-3333  
Counseling and Psychological Services (CAPS) ..... (734) 764-8312  
www.umich.edu/~caps/  
Office of Student Conflict Resolution (OSCR) ..... (734) 936-6308  
www.oscr.umich.edu  
Dean of Students Office ..... (734) 764-7420  
www.umich.edu/~dofs/  
Faculty and Staff Assistance Program (FASAP) ..... (734) 936-8660  
www.umich.edu/~fasap/

Information regarding victim/witness assistance is available 24 hours a day by contacting the Department of Public Safety at (734) 763-3434.

Victim's compensation benefits may be available under certain conditions.

To apply or if you have questions contact:

Crime Victim's Compensation Board  
Lewis Cass Building  
320 South Walnut Street  
Lansing, MI 48933  
Phone: Toll Free (877) 251-7373 or (517) 373-7373

Information pertaining to victim's rights may be obtained by contacting the Washtenaw County Prosecuting Attorney's Office:

Prosecutor Brian L. Mackie  
P.O. Box 8645  
200 N. Main Street  
Ann Arbor, MI 48107  
Phone: (734) 222-6620  
Victim/Witness Unit: (734) 222-6650

If you would like to know the status of your case, be notified of an arrest in your case or the release of the person arrested, or both, you should contact the Department of Public Safety at (734) 763-3434 and inform us.

University of Michigan Department of Public Safety  
Call **911** from a campus phone or **(734) 763-1131** from a cell phone.

Or U-M's Anonymous Tip Line (800) 863-1355.  
**www.police.umich.edu**

#### To Report a Crime or Bias Incident – 24/7

##### All Emergencies

Call 9-1-1

Text 377911

##### Non-Emergencies

On Campus – DPS (734) 763-1131  
DPS Administration (734) 763-3434  
Off Campus – AAPD (734) 794-6920  
U-M Anonymous Tip Line (800) 863-1355  
Bias Incident (734) 615-BIAS (2427)

Or [www.urespect.umich.edu](http://www.urespect.umich.edu)

DPS website – [www.police.umich.edu](http://www.police.umich.edu)

##### Emergency Transportation

SafeRide (734) 647-8000  
Emergency Ride Home (734) 763-1131  
State Street Ride (734) 547-2222

FOLD

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

- the **Quick Reference** section lists Emergency Services and provides numbers for safety, security, and medical; counseling; health, mental health, substance abuse; transportation; and U of M resources;
- the **Crime Statistics** section lists statistics of crimes reported on and near campus in the past three years;
- the **Annual Fire Safety Report** includes fire statistics for on-campus student housing facilities, description of fire safety systems in each housing facility as well as additional fire safety information;
- the **Campus Safety** section details safety on campus, offers some risk reduction techniques, and describes services available on- and off-campus;
- the **University Policies** and State Laws section provides details of University and State of Michigan rules, regulations and laws regarding safety issues such as sexual assault, harassment, stalking, alcohol, drugs, fire setting, false alarms, weapons possession, access control and sex offender registry;
- the **Safety and Health-Related Resources, Counseling and Support Services, and University Programs** section describes police agencies, on-campus support services, off-campus support services, and University programs that address issues of safety, health, mental health, discrimination, conflict and conflict resolution.

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

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

Additional copies of the U-M ASR/AFSR can be obtained by calling (734) 763-3434. The official crime statistics section (complete with status updates after Aug. 1, 2011) can be viewed at [www.police.umich.edu](http://www.police.umich.edu).

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# 1. Quick Reference

## Safety, Security, Medical

U-M Department of Public Safety  
24 hrs/day, 7 days/wk (on-campus)  
Emergency 9-1-1  
Non-emergency (734) 763-1131  
Emergency text 377911

Ann Arbor Fire Department  
Emergency 9-1-1  
Non-emergency (734) 794-6961

Ann Arbor Police Department (off-campus)  
24 hrs/day, 7 days/wk  
Emergency 9-1-1  
Non-emergency (734) 794-6911  
Police Desk (734) 794-6920  
Police Tip Line (734) 794-6939  
Neighborhood Watch &  
Crime prevention (734) 794-6900 x 49346

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

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

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

U-M Department of Occupational Safety  
and Environmental Health  
7:30 am - 4:30 pm, M - F (734) 647-1143  
For after hours emergencies, contact  
Department of Public Safety

U-M Office of Campus Sustainability  
7:30am-4:30pm M-F (734) 647-3120

U-M Office of Emergency Preparedness  
7:30am-4:30pm M-F (734) 615-5781  
After hours, contact Department of Public  
Safety

## Counseling

Counseling and Psychological Services  
8 am - 7 pm, M - Th (734) 764-8312  
8 am - 5 pm, F  
Fall and Winter: 8 am - 8 pm, Tu

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

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

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

Spectrum Center  
9 am - 5 pm, M - F (734) 763-4186

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

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

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

## Health, Mental Health, Substance Abuse

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

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

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

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

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

U-M Alcohol and Other Drug Prevention  
Program (734) 615-7694

## Transportation

SafeRide (734) 647-8000

Emergency Ride Home (734) 763-1131

State Street Ride (734) 547-2222  
(M-F 10pm - 6am)

## U-M Resources

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

Anonymous Tip Line (800) 863-1355

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

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

Multi-Ethnic Student Affairs  
9 am - 5:30 pm, M - F (734) 763-9044

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

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

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

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

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

## My Phone Numbers

[illegible]

## Emergency Services

## Fire Police or Medical Emergencies

**Dial 9-1-1**

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

Dialing 9-1-1 from a **University phone**, you will be connected with:  
**The Department of Public Safety.**

Dialing 9-1-1 from a **non-University phone**, you will be connected with:  
**The Ann Arbor Police Department or Washtenaw County Sheriff's Department.**

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

### CRIME STATISTICS

The Department of Public Safety prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on the DPS website at <http://police.umich.edu/docs/clery.pdf>. This report is prepared in cooperation with the Ann Arbor Police Department and other law enforcement agencies surrounding the Ann Arbor campus and outlying areas as well as those with police jurisdiction for other U-M properties in other cities such as Detroit and Southfield, and the Division of Student Affairs, including University Housing and the Office of Student Conflict Resolution (OSCR).

Campus crime, arrest and referral statistics include those reported to DPS, designated campus officials (including but not limited to directors, deans, department heads, human resources staff, judicial affairs, advisors to students/student organizations, athletic coaches), and law enforcement agencies.

Campus "Professional Counselors" such as Counseling and Psychological Services (CAPS) and Sexual Assault Prevention and Awareness Center (SAPAC) staff, when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the Annual Security Report. However, as a matter of policy, they are encouraged to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. A professional counselor is defined as an employee whose official responsibilities include providing psychological counseling to members of the University community and who is functioning within the scope of his or her license or certification or under the supervision of a professional counselor.

Each year, an e-mail notification is made to all enrolled students, faculty and staff that provides the website address to access this report. Copies of this report also may be obtained at the Department of Public Safety in the Campus Safety Services Building at 1239 Kipke Dr., east of Crisler Arena or by calling (734) 763-3434. All prospective students and employees are informed in application packets of the report's existence and the website address where it can be found.

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

- one report in 2010 on-campus in a residence hall of stalking with sexual orientation bias
- four reports in 2010 on-campus of vandalism with racial bias, one of which was in a residence hall
- one report in 2010 on-campus of simple assault with sexual orientation bias
- one report in 2010 to non-police on-campus in a residence hall of intimidation with religious bias
- one report in 2009 on-campus of vandalism with racial bias
- one report in 2009 on-campus of ethnic intimidation with racial bias
- one report in 2008 on-campus of aggravated assault/ethnic intimidation with racial bias
- one report in 2008 on-campus of vandalism with racial bias
- one report in 2008 on-campus of vandalism with other bias
- one report in 2008 on-campus of vandalism with sexual orientation bias

See pages 9-10 for definitions.

See pages 18-19 for "On-Campus Property" locations.

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

Offense	2008	2009	2010
Sexual Assault	36	45	50
Intimate Partner Violence	16	35	13
Stalking	11	22	12
Sexual Harassment	5	11	11

#### Larcenies On Campus

Offense	2008	2009	2010
Theft from a Building	634	573	572
Theft from a Coin-Operated Machine	3	1	2
Theft from a Motor Vehicle	80	79	79
Theft of Motor Vehicle Parts or Accessories	8	4	21
All Other Larcenies	136	129	166
<b>Totals</b>	<b>861</b>	<b>786</b>	<b>840</b>



## 2010

Offense	On-Campus Property			Non-Campus Property			Public Property			On-Campus Residence Halls†		
	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Rape	2	0	0	0	1	3	0	1	0	1	0	0
Forcible Sodomy	2	0	0	0	0	0	0	0	0	2	0	0
Sexual Assault With An Object	3	0	0	0	0	0	0	0	0	1	0	0
Forcible Fondling	8	0	1	0	0	1	0	1	0	0	0	1
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	7	0	0	0	0	0	0	6	0	0	0	0
Aggravated Assault	10	0	0	0	0	0	1	0	0	2	0	0
Arson	1	0	0	0	4	0	0	0	0	1	0	0
Burglary	27	0	0	2	25	0	0	0	0	15	0	0
Motor Vehicle Theft	10	0	0	3	2	0	0	12	0	0	0	0
Liquor Law Arrest/Citations	391	0	N/A	0	15	N/A	5	38	N/A	224	0	N/A
Liquor Law Violations Referred for Disciplinary Action	0	N/A	483	0	N/A	0	0	N/A	2	0	N/A	479
Drug Law Arrests	116	1	N/A	0	0	N/A	0	4	N/A	19	0	N/A
Drug Law Violations Referred for Disciplinary Action	0	N/A	208	0	N/A	0	0	N/A	0	0	N/A	206
Weapon Law Arrests	2	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
Weapon Law Violations Referred for Disciplinary Action	0	N/A	1	0	N/A	0	0	N/A	0	0	N/A	1

## 2009

Offense	On-Campus Property			Non-Campus Property			Public Property			On-Campus Residence Halls†		
	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Rape	1	0	4	0	0	6	0	0	0	1	0	4
Forcible Sodomy	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault With An Object	1	0	0	0	0	0	0	0	0	1	0	0
Forcible Fondling	5	0	0	0	0	0	0	0	0	1	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	0	0	0	0	5	0	0	0	0
Aggravated Assault	9	0	1	0	1	0	0	8	1	4	0	1
Arson	10	0	0	0	1	0	1	2	0	4	0	0
Burglary	13	0	2	1	24	0	0	0	0	5	0	2
Motor Vehicle Theft	5	0	0	2	7	0	0	5	0	0	0	0
Liquor Law Arrest/Citations	324	0	N/A	0	6	N/A	0	35	N/A	156	0	N/A
Liquor Law Violations Referred for Disciplinary Action	0	N/A	655	0	N/A	0	0	N/A	0	0	N/A	655
Drug Law Arrests	54	0	N/A	0	2	N/A	0	8	N/A	9	0	N/A
Drug Law Violations Referred for Disciplinary Action	0	N/A	77	0	N/A	0	0	N/A	0	0	N/A	77
Weapon Law Arrests	1	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
Weapon Law Violations Referred for Disciplinary Action	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0

## 2008

Offense	On-Campus Property			Non-Campus Property			Public Property			On-Campus Residence Halls†		
	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police	Reported to UM DPS	Reported to Other Police	Reported to Non-Police
Murder/Non-negligent Manslaughter	0	0	0	N/A	0	0	N/A	0	0	0	0	0
Negligent Manslaughter	0	0	0	N/A	0	0	N/A	0	0	0	0	0
Forcible Rape	0	0	36	N/A	0	0	N/A	0	0	0	0	0
Forcible Sodomy	2	0	0	N/A	0	0	N/A	0	0	2	0	0
Sexual Assault With An Object	1	0	0	N/A	0	0	N/A	0	0	0	0	0
Forcible Fondling	6	0	0	N/A	0	0	N/A	0	0	1	0	0
Incest	0	0	0	N/A	0	0	N/A	0	0	0	0	0
Statutory Rape	0	0	0	N/A	0	0	N/A	0	0	0	0	0
Robbery	6	0	0	N/A	0	0	N/A	0	0	0	0	0
Aggravated Assault	16	0	3	N/A	1	0	N/A	0	1	1	0	3
Arson	2	0	1	N/A	0	0	N/A	0	0	0	0	1
Burglary	40	0	1	N/A	18	0	N/A	0	0	25	0	1
Motor Vehicle Theft	17	0	0	N/A	4	0	N/A	0	0	0	0	0
Liquor Law Arrest/Citations	508	0	N/A	N/A	0	N/A	N/A	0	N/A	240	0	N/A
Liquor Law Violations Referred for Disciplinary Action	0	N/A	519	N/A	N/A	0	N/A	N/A	0	0	N/A	518
Drug Law Arrests	56	0	N/A	N/A	1	N/A	N/A	0	N/A	16	0	N/A
Drug Law Violations Referred for Disciplinary Action	0	N/A	98	N/A	N/A	0	N/A	N/A	0	0	N/A	98
Weapon Law Arrests	7	0	N/A	N/A	0	N/A	N/A	0	N/A	0	0	N/A
Weapon Law Violations Referred for Disciplinary Action	0	N/A	57	N/A	N/A	0	N/A	N/A	0	0	N/A	57

† Residential Facilities: These statistics are included in the On-Campus statistics; they include only incidents which occurred in residence halls and Northwood Community Apartments.

## Definitions

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

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

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

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

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

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

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

**Drug Abuse Violations\*** - Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous non-narcotic drugs (barbituates, benzedrine).

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

**Forcible Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**Forcible Rape** (Except "Statutory Rape") - The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.

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

**Hate Crime** - see Bias Crime.

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

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

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

**Liquor Law Violations\*** - The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

**Motor Vehicle Theft** - The theft of a motor vehicle.

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

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

**Negligent Manslaughter** - The killing of another person through negligence.

**Non-Campus Property** – off-campus property that is owned or managed by a recognized student organization, such as fraternities, sororities and cooperatives. Additionally, this includes incidents reported at remote campus locations on property owned or leased by U-M.

**On-Campus Property** – the property the U-M (Ann Arbor) owns or manages within the city of Ann Arbor as well as Ann Arbor Township

**Public Property** – the streets, sidewalks and public parking facilities that adjoin campus property.

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

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

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

**Sexual Assault With An Object** - To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

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

**Statutory Rape** - Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Weapon Law Violations\*** - The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

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

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

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

Crime statistics are available by contacting DPS at (734) 763-3434  
1239 Kipke Dr.  
Ann Arbor, MI 48109-2036  
or our website  
[www.police.umich.edu](http://www.police.umich.edu)

The official Annual Security Report (complete with supporting information relative to crime status updates after Aug. 1, 2011) can be viewed at [www.police.umich.edu](http://www.police.umich.edu).

# 3. Annual Fire Safety Report

## FIRE SAFETY IN ON-CAMPUS HOUSING

Keeping our campus safe and healthy is a priority for everyone. Planning ahead and taking precautions can be important elements in maintaining a safe environment. This especially is true regarding fire prevention – from installing appropriate infrastructure to taking personal responsibility to avoid creating potential for accidental or intentional fires – everyone can participate. In on-campus residential environments with hundreds of people living in close proximity, each person must adhere to strong fire prevention practices and look out for their neighbors. University Housing provides a number of important services and programs designed to help students think ahead, live smart and play it safe during their years in University Housing. All residence halls, including resident rooms, are smoke-free environments. For more information, including residence hall fire safety policies, guidelines and prohibited items as well as additional fire safety tips, visit the University Housing website at [www.housing.umich.edu/health-and-safety](http://www.housing.umich.edu/health-and-safety).

A minimum of one fire drill per academic year is conducted in each residence hall. Activating a false fire alarm is a violation of state law. See Fire Setting and False Alarms section on page 28. All fires should be reported to the Department of Public Safety by calling 9-1-1 or pulling a fire alarm station.

**RESIDENCE HALLS:** Each traditional residence hall is protected by a code-compliant fire alarm system that includes hard-wired intelligent smoke detectors and sounder-bases in each residential space. Notification of occupants is effected by horns, speakers, strobe lights and sounder-bases. Each fire alarm system has 24-hour battery backup power. All fire alarm systems report, upon activation, to the

Department of Public Safety Communications Center via MOSCAD wireless transmission.

Each traditional residence hall is equipped with fire-rated door assembly in each fire-rated enclosure, including stairwells, corridors and individual residential rooms. Each residential corridor also is equipped with one or more fire extinguishers.

The following chart details fire sprinkler systems currently installed in University of Michigan owned and operated traditional residence halls. “Full” refers to a building that is 100% protected by automatic fire sprinkler systems. “Partial” refers to a building that is not 100% protected and “none” indicates that the building does not yet have any fire sprinkler system installed.

**APARTMENTS:** Each University of Michigan owned and operated apartment is equipped with multiple code-compliant hard-wired/battery backup smoke detectors as well as one “ABC” type fire extinguisher.

### RISK REDUCTION TECHNIQUES

#### Fire in a Residence Hall

- If you discover a fire, pull the fire alarm and exit the building.
- If you hear the fire alarm, immediately evacuate your residence hall room via the nearest fire exit if you can do so safely.
- Keep a safe distance from the building.
- Await further instructions from responding emergency personnel.
- For further information, please review Fire Safety in the Residence Halls ([www.housing.umich.edu/fire-safety](http://www.housing.umich.edu/fire-safety).)

#### Fire in a Northwood Housing Unit

- All residents should evacuate the unit.
- From a safe location, call 911.
- Notify residents in adjoining units if you can do so safely.
- Stand by to direct emergency personnel to the unit.

BUILDING (BY LOCATION)	Sprinkler SYSTEM	FIRE STATISTICS: IN 2008, 2009 AND 2010				
		Date/Time/Building	Nature/Cause	Injuries	Deaths	\$ Damage
CENTRAL CAMPUS:						
Betsy Barbour, 420 South State St.	Full					
East Quad, 701 East University Ave.	Partial					
Fletcher Hall, 915 Sybil Street	Full					
Helen Newberry, 432 South State St.	Full					
Henderson House, 1330 Hill St.	None	2/17/08 5:37pm	Unintentional – Cooking	0	0	\$0
Lawyers' Club/Quad, 551 South State St.	None					
Martha Cook, 906 South University Ave.	None					
North Quad, 105 South State St.	Full					
South Quad, 600 E. Madison	Full					
West Quad, 541 Thompson St.	Full	4/15/10 2:22 p.m.	Unintentional fire - Other	0	0	\$10
		3/14/09	Intentional fire	0	0	\$10,000
		1/20/08 5:22pm	Intentional fire	0	0	\$0
		3/27/08 10:12pm	Intentional fire	0	0	\$0
HILL AREA:						
Alice Lloyd, 100 Observatory St.	Partial					
Couzens Hall, 1300 E. Ann St.	Full	4/20/10 2:30 a.m.	Intentional fire	0	0	\$0
Markley Hall, 1503 Washington Heights	Full	8/12/09	Intentional fire	0	0	\$0
		10/21/08 10:40pm	Unintentional – Electrical	0	0	\$15,000
Mosher Jordan, 200 Observatory St.	Full	1/14/09	Intentional fire	0	0	\$0
Oxford Housing, 623 Oxford Rd.	Full					
Stockwell Hall, 324 Observatory St.	Full					
NORTH CAMPUS:						
Baits Houses, 1230 Hubbard & 1440 Hubbard	Partial	1/23/10 2:56 p.m.	Unintentional fire - Cooking	0	0	\$75,000
		11/02/10- 9:00 a.m.	Unintentional fire - Other	0	0	\$500
Bursley Hall, 1931 Duffield St.	Full	4/30/09	Intentional fire	0	0	\$100-1,000
	9/6/08 6:22pm	Lot NW 45	Unintentional – Smoking materials	0	0	\$0



# 4. Safety on Campus

## CRIMINAL ACTIVITY

### Reporting Crime On Campus

University community members, students, faculty, staff and guests are encouraged to report all crimes and public safety-related incidents to police in a timely manner.

To report a crime or an emergency, call 9-1-1. The call will be routed to the Department of Public Safety (DPS) if on-campus, or to the Ann Arbor Police Department or other appropriate law enforcement agency off-campus. Calls from on-campus blue-light emergency telephones directly access DPS. Police department dispatchers are available at these respective agencies 24 hours a day to answer your calls.

Additionally, you can send an emergency text message about a crime in progress on-campus to 377911 (DPS911). Be sure to indicate the type of crime, time and location of incident, and any information about potential suspects.

If assistance is required from the Ann Arbor Fire Department, Huron Valley Ambulance, the Ann Arbor Police or other law enforcement agency, DPS will contact the appropriate agency. If a sexual assault is reported, staff on the scene, including DPS, will inform the survivor of a wide variety of services. The Sexual Assault Prevention and Awareness Center (SAPAC) also will be contacted. SAPAC has trained staff who are available to assist a reportee 24 hours a day.

This publication contains information about on-campus and off-campus resources. The information is made available to provide the U-M community with specific information about the resources available in the event that they become victims of crimes. The information about “resources” is not provided to infer that those resources are “reporting entities” for the University of Michigan.

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

Information on criminal activity also may be reported anonymously by calling the University’s Anonymous Tip Line at 1-800-863-1355. The Ann Arbor Police Department also has a police tipline at (734) 794-6939.

All reports will be investigated. Because police reports are public records under state law, DPS cannot hold reports of crime in confidence.

For a daily listing of incidents reported to University police, visit the DPS website at [www.police.umich.edu](http://www.police.umich.edu) and click “Daily Incident Log” under the “Crime Details” button.

### Confidential Reporting

Persons who are victims of a crime and do not want to pursue action within the University system or the criminal justice system still may want to consider making a confidential report. With permission, the Director of DPS or his designee can file a report on the details of the incident without revealing a victim’s identity. The purpose of a confidential report is to comply with the victim’s wish to keep the matter confidential, while taking steps to ensure the future safety of the victim and others. With such information, the University can keep accurate records of the number of incidents involving students, determine where there is a pattern

of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. These confidential reports of crimes can be given to any Campus Security Authority, such as a University Housing staff member, coach, Division of Student Affairs staff, Office of Student Conflict Resolution, etc. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution, however identify information remains anonymous.

### Reporting Crime Off Campus

The Division of Student Affairs maintains contact with recognized fraternity and sorority organizations through the efforts of the Office of Greek Life. Members of the University Department of Public Safety do not provide law enforcement service to off-campus residences of recognized fraternity and sorority organizations nor are off-campus activities recognized by University authority. Criminal activity at recognized fraternity and sororities residences is monitored and recorded by the Ann Arbor Police Department. The close working relationship between DPS and the Ann Arbor Police allows DPS staff to monitor, record and publish criminal activity near the campus and at locations housing recognized student organizations as appropriate.

### Emergency Blue Light Phones

When the telephone receiver is removed from the cradle or the button is pushed, the Department of Public Safety Communications Specialist is automatically alerted and an officer is sent to the location of the telephone. No dialing or conversation is required. If possible, however, try to describe the emergency to the Communications Specialist. See pages 18-19 for maps indicating Emergency phone locations.

## EMERGENCY NOTIFICATION AND RESPONSE

### UM Emergency Alert System

UM Emergency Alert is a mass, urgent notification system, comprised of a variety of methods by which the University can notify students, faculty and staff of an active, major campus emergency:

- Text messages (SMS) to cell phones
- Voice messages to phones
- Emails

When the U-M Department of Public Safety (DPS) determines there is an active emergency in which the public safety of the campus may be at risk, DPS will initiate an urgent notification through the UM Emergency Alert system. Examples are:

- When a person actively shooting a weapon is on the loose
- When a tornado is predicted to strike the campus area
- When a major hazardous material spill is impacting a large portion of campus

Localized incidents within a building (such as a small fire or hazardous material spill in a lab) probably won’t require a mass notification.

As a large multi-campus system, we require more than a single

mode of notification in an emergency. UM Emergency Alert will add to the array of communication methods DPS uses during campus emergencies, such as DPS crime alerts, regular campus emails and local news media outlets.

In order to receive these urgent notification alert messages, faculty, staff and students may register (via Wolverine Access) two telephone or cell phone numbers and a device to receive text messages. Additionally, the University automatically will register all faculty, staff and student umich email addresses.

## Timely Warnings

When a crime is reported to law enforcement, either on or off campus, that in the judgement of the commanders of the Department of Public Safety (DPS) constitutes an ongoing or continuing threat to the University community, a campus-wide "Crime Alert" will be issued to serve as a timely warning.

In such instances, a copy of the crime alert will be posted on the DPS website ([www.police.umich.edu](http://www.police.umich.edu)) and emailed to all students, faculty and staff. Fliers will be posted in each residence hall and are available to schools, colleges and departments at the University for posting. The DPS website is accessible via computer by all faculty, staff and students. Anyone with information warranting a timely warning should report the circumstances to DPS by telephone (734) 763-1131 or in person at the Campus Safety Services Building at 1239 Kipke Dr., east of Crisler Arena.

## Other Communication Methods

In addition to the UM Emergency Alert system and crime alerts, DPS may employ a variety of communication methods to inform building occupants or a larger portion of campus about imminent safety threats. Communication methods will be employed based on a number of factors that will be evaluated for each incident, such as the nature and extent of the threat, the technology available in that building or area, the time of day, etc. Other communication methods may include use of the city's outdoor warning sirens, public address systems, fire alarm systems, digital signage, handheld or vehicle-mounted bullhorns, portable radios, mass media, door-to-door notification and social networking sites. Usually a summary of an incident will be posted on the DPS website as well ([www.police.umich.edu](http://www.police.umich.edu)).

## Emergency Operations Plan

Emergency procedures are posted on the U-M's Office of Emergency Preparedness website at <http://www.umemergencypreparedness.umich.edu/>.

Flipcharts containing these procedures are posted in laboratories, employee lounges, hallways and other high traffic areas around campus. Posters with basic instructions also are posted in classrooms. Building-specific evacuation maps are posted in strategic locations in all occupied campus buildings.

A University-wide Emergency Operations Plan is being revised and is anticipated to be posted on the Emergency Management website in the near future. In the meantime, students, faculty and staff with questions about emergency procedures in their building should check with their facility manager or contact U-M's Office of Emergency Preparedness (OEP) at (734) 615-5781.

Emergency preparedness plans are exercised at minimum each year. These exercises could be tabletop exercises, scenario response or fire drills. A minimum of one fire drill per academic year is conducted in each residence hall. The UM Emergency Alert system is tested once each semester. Additionally, emergency response training presentations by DPS and OEP staff are available for staff and faculty meetings.

## Missing Student Notification protocol

During student move-in, on-campus residents are required to fill out their emergency information cards. These cards also provide residents with the ability to provide a confidential contact (a person to be called if they are believed to be missing). The information on the card also informs the residents that if they are under the age of 18 and are missing, police will contact their parent or legal guardian, unless they are deemed an emancipated minor. The information is maintained at the building level and available to professional Housing staff and police, for purposes of pursuing a missing persons investigation.

If someone has concern that a student resident is missing, this concern should be reported to a University Housing professional staff member. Housing Security in collaboration with Residence Education and other Housing partners will conduct a preliminary investigation in order to verify the situation, and will obtain information around circumstances that relate to the student in question. If preliminary investigations are unsuccessful in locating the student and/or show cause for concern, Housing Security immediately will engage the Department of Public Safety for assistance and formal reporting. The Department of Public Safety will make notification to the confidential contact designated by the student, if the student is deemed missing through investigative efforts. That contact will be made within 24 hours of that determination.

## HATE CRIME

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

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

## Reporting Bias Incidents

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

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

If you believe you have experienced a hate crime, you may report it directly to the Department of Public Safety (on-campus) at (734) 763-1131 or the Ann Arbor Police (off-campus) at (734) 794-6911.

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

## INDECENT EXPOSURE

Indecent exposure is a form of sexual exploitation and is a serious offense. Often the assailant is someone who perpetrates repeatedly in the same location.

### RISK REDUCTION TECHNIQUES

#### Indecent Exposure

- If you witness this type of behavior, yell loudly to alert others around you and run away if you are fearful of attack.
- Call 9-1-1 for police assistance, or use an emergency blue light phone.
- Call SAPAC (734) 936-3333 for support and assistance.

## INTIMATE PARTNER VIOLENCE

Intimate partner violence is a pattern of coercive control that one person exercises over another. Perpetrators use physical and sexual violence, threats, emotional and psychological abuse, among other tactics, to control their partners and get their way. People who are living together, having sex, or dating can be in violent relationships, not just people who are married.

### RISK REDUCTION TECHNIQUES

- It is never okay to abuse your partner.
- Call 911 for emergency police assistance. When the police arrive, you have the right to request to speak with an officer privately.
- For confidential advocacy and support, call SAPAC at (734) 936-3333 or SafeHouse Center at (734) 995-5444
- Support your friends. Intervene if you see them treating someone disrespectfully or abusively.
- Make a safety plan. SAPAC or SafeHouse Center can help you consider all of your available options, including obtaining a personal protection order.
- Seek medical help if needed. Medical records may document important evidence.
- Consider seeking support from trusted family and friends.
- Visit U-M's Abuse Hurts Initiative website at [www.stopabuse.umich.edu](http://www.stopabuse.umich.edu) for comprehensive information on assistance available for survivors of domestic violence in the U-M community.
- Refer to the "Recommended Actions For Supporters of Survivors Following an Assault" (pg 16) for general information on supporting survivors of intimate partner violence.

## MEDICAL EMERGENCIES

Call 9-1-1 for emergency response. Emergency health care providers on campus include the following:

### Providers

#### U-M Health System Emergency Room

1500 East Medical Center Drive  
(734) 936-6666  
[www.med.umich.edu/em/](http://www.med.umich.edu/em/)

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

#### U-M Psychiatric Emergency Service

1500 East Medical Center Drive  
(734) 996-4747  
[www.med.umich.edu/psych](http://www.med.umich.edu/psych)

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

#### University Health Service (UHS)

207 Fletcher Street  
Ann Arbor, MI 48109  
(734) 764-8320 General information  
(734) 764-8325 Appointments  
(734) 763-4511 Nurse advice line  
(734) 662-5674 After-hours advice (for urgent concerns)  
[www.uhs.umich.edu](http://www.uhs.umich.edu)

UHS is a comprehensive health care clinic, all in one building on central campus. UHS can handle minor emergencies but is not equipped to handle life-threatening emergencies.

8 am - 5:30 pm M,T,W  
9 am - 5:30 pm Th  
8 am - 4:30 pm F  
9 am - noon Sat

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

The following are eligible to use UHS:

- U-M students from all campuses
- U-M alumni
- U-M faculty, staff and retirees
- Spouses, domestic partners, dependents (10 years and older), and guests of the above

Currently enrolled students pay a health service fee as part of tuition, which covers most services at UHS. Therefore, students have few expenses at UHS.

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

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

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

## Handling Alcohol Emergencies

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

### WHAT TO DO IN AN ALCOHOL EMERGENCY:

- Don't assume a person will sleep it off! People may pass out before all the alcohol or other drugs reach the brain. The heart and lungs can slow to the point of stopping.
- Stay with the person. Turn and keep the person on his/her side to prevent choking on vomit.
- Call 911 immediately if the person:
  - b Does not respond when you shake or shout
  - b Has pale, bluish-gray, cold or clammy skin
  - b Has slow, irregular or shallow breathing (less than 8 breaths per minute)
  - b Used alcohol with other drugs (especially depressants like Oxycontin or Xanax)

For more information on alcohol and other drugs:  
[www.uhs.umich.edu/aod](http://www.uhs.umich.edu/aod)

## Handling Hazardous Material Emergencies

### Chemical, Radioactive, and Biohazard Materials

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

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

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

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

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

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

For additional information consult the Emergency Procedures Flip Chart. If your workplace does not have one, contact (734) 615-5781. By being prepared and knowing what actions to take in an emergency, you can make your work area a safer place!

## PROPERTY SAFETY

### Laptop Computer Registration

Laptops and other portable electronic devices are easy targets for theft. In addition to the cost of replacement, they often have personal information and intellectual property that can be difficult or impossible to recover and protect. The University of Michigan Department of Public Safety is offering a free Laptop Registration Program to members of the campus community to deter theft and avoid the consequences or assist in the recovery of stolen property.

Once you register your laptop, you'll receive two stickers to place on your laptop. These stickers will help serve as a theft deterrent. Additionally, if your laptop is found or recovered, the registration record will help DPS return your laptop to you. The program is intended for the University community. Visit the DPS website ([www.police.umich.edu](http://www.police.umich.edu)) for more details and to register your laptop.

## SEXUAL ASSAULT

Sexual assault is any form of unwanted sexual contact obtained without consent and/or obtained through the use of force, threat of force, intimidation, or coercion. On college campuses, perpetrators of sexual assault or other forms of sexual violence most frequently assault those they know. Alcohol is the most common tool used by perpetrators of sexual violence.

### Recommended Actions for Survivors Following an Assault

- Remember you are not to blame for what happened to you, no matter what the circumstances were.
- Know your options. Call an advocate on SAPAC's 24 hr. crisis line at (734) 936-3333 for immediate support and/or to discuss medical and reporting options.
- Request a medical examination at the U-M Hospital Emergency Department or your local hospital emergency room. This exam will be provided to you at no cost.
- Consider reporting the assault to the police department in the jurisdiction where the event took place.
- Tell someone you trust. Sexual assaults are an enormous burden to bear alone. Talking to a supportive friend or family member often can be helpful. SAPAC staff also is available 24 hours a day, 7 days a week to speak with you and provide you with support. SAPAC can help you navigate the academic, legal, medical, and housing resources available to you as a University of Michigan community member.

### Recommended Actions for Supporters of Survivors Following an Assault

- Let the survivor know right away if you have any mandated responsibility to report the crime so they can make informed decisions about whether and how much information to share with you.
- Listen to what the survivor is telling you without interruption. Allow the survivor to lead the conversation and share as little or as much as they choose.
- Believe that the survivor is telling you what they feel happened. Refrain from asking questions that focus on the survivor's actions, choices, appearance, prior experience, etc. since the assault was the choice of the perpetrator and not the survivor.



- Support the survivor in whatever way is requested, to the degree you are able. Respect the decisions that the survivor makes, even if you don't agree with them. Do not take it personally if the survivor does not want your help.
- Refer and connect the survivor to trained professionals for comprehensive crisis intervention, advocacy, and support. At the U-M, SAPAC advocates are the campus experts on responding to survivors of sexual assault.

## RISK REDUCTION TECHNIQUES

### Sexual Assault

- It is never okay to force or coerce any individual to engage in sexual activity.
- Be aware that "force" can be emotional coercion, verbal pressure and intimidation as well as physical force.
- Support your friends; intervene if you see them making decisions that are harmful to others or to themselves.
- It is your responsibility to make sure your partner is consenting to all sexual activity. Consent requires sober, verbal permission for each and every sexual activity.
- Remember, consent cannot be legally given if one or both parties is incapacitated, including by alcohol or other drugs.

## Stalking

Stalking is a crime. Stalking is defined as any unwanted contact between a stalker and their target which directly or indirectly communicates a threat or places the victim in fear. Some stalking behaviors include: following a person; repeated and unwanted phone calls; making repeated and unwanted contact by e-mail or on social media sites like Facebook; or leaving gifts for their targets. Stalking is not flattery – it is a stalker's attempt to control and exert power over their victims.

## RISK REDUCTION TECHNIQUES

### Stalking

- It is never okay to contact others against their wishes or otherwise engage in stalking behavior.
- Take stalking behavior seriously.
- Support your friends. Intervene if you see them engaging in stalking behavior.
- Contact SAPAC for assistance in creating a safety plan and to learn about your options for reporting the crime and other options, including obtaining a personal protection order. An advocate is available 24 hrs. a day, 7 days a week by calling the crisis line at (734) 936-3333.
- Document all contact or stalking activity in a log. Include time, date, location, and details on what happened.
- Be mindful of where your personal information may be publicly available. Consider removing or shielding your private information on social media sites like Facebook and on the University of Michigan online directory.
- Do not meet, respond to, or contact your stalker in any way – including through other people.
- Let others know about the stalking behavior.
- Refer to the "Recommended Actions for Supporters of Survivors Following An Assault" (pg. 16) for general information on supporting survivors of stalking.

## Sexual Assault Prevention and Education

The University of Michigan provides a comprehensive primary prevention and awareness education program to all students. Prior to arrival on campus, students complete *Community Matters*, an on-line educational requirement for all incoming undergraduate students that addresses alcohol and sexual assault issues. For more information on this program, visit <http://studentaffairs.umich.edu/communitymatters/>

First-year students also receive a peer-delivered, interactive primary sexual violence prevention workshop in their residence hall in the first semester on campus. This workshop is designed to promote healthy relationships and building students' skills in communicating about interests, needs, and desires in sexual or intimate relationships.

Throughout the year, SAPAC professional staff and 100+ volunteers provide educational and awareness programming on a variety of issues related to sexual assault, intimate partner violence, sexual harassment, and stalking.

## TRANSPORTATION OPTIONS

**For updated campus transportation information, visit [www.pts.umich.edu](http://www.pts.umich.edu)**

### University Buses

University buses, in general, run seven days per week year round, except for six official holidays. Specific routes may vary by day and time of year. Visit [www.pts.umich.edu](http://www.pts.umich.edu) for specific routes and schedules.

### SafeRide

SafeRide is a free service that transports students, faculty, and staff to their residence or vehicle within a one-mile radius of campus. Riders may use this service once per evening and must present a valid U-M ID.

Upon calling SafeRide, users will be presented with two ride options based on their pick-up location:

1. Riders at the Shapiro Undergraduate Library, the Duderstadt Center, or the Cancer Center will be directed to Ride Home. This program runs from 2:00 a.m. through 7:00 a.m. seven days a week.
2. Riders elsewhere on campus will be directed to S.A.F.E.WALK (another ride service that can be used as an alternative to walking alone on campus at night). This program runs daily from 10:00 p.m. to 3:00 a.m. during the fall and winter semesters.

To request a ride, call (734) 647-8000.

### Night Ride

Night Ride is a \$5 shared-ride taxi service within the city of Ann Arbor. This program runs from 11:00 p.m. to 6:00 a.m. Monday through Friday and from 7:00 p.m. to 7:30 a.m. Saturday and Sunday.

To request a ride, call the SafeRide number (734) 647-8000 and select menu option three.

### Emergency Ride Home

Free taxi rides can be provided in emergency situations for faculty, staff and students to return to their vehicle parked in remote lots or to any location (home, school, daycare provider, etc.). The service is available 24 hours a day, 7 days a week. Use of the program is limited to six times per permit year.

To request a ride, call the Department of Public Safety at (734) 763-1131.

### State Street Ride

Free after-hours taxi service from any U-M building to the South State Street Commuter (Park & Ride) lot after buses have

concluded daily service. This service is available Monday through Friday from 10:00 p.m. to 6:00 a.m.

To request a ride, call Blue Cab directly at (734) 547-2222.

### **Paratransit**

Scheduled door-to-door service for students, faculty and staff with disabilities. To register for the rides, contact Services for Students with Disabilities at (734) 763-3000.

## **WORKPLACE VIOLENCE AND THREATS**

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

Acts of violence and aggression include verbal or physical actions that create fear or apprehension of bodily harm or threaten the safety of a supervisor, co-worker, faculty member, student, patient, member of the general public or the University community at large. Examples of such behavior include on or off duty or off premises acts that adversely affect the University:

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

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

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

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

If the behavior reaches the point of violence then:

- Remain calm. Dealing with the person calmly and confidently will help reduce further communication problems.
- Call "9-1-1." If you cannot call yourself, have someone else call for you.

- Do not try to physically force a person to leave. Do not touch the person.
- If violent behavior is occurring, escape, hide if not already seen, or cover up.
- Position yourself, if possible, so that an exit route is readily accessible.
- Never attempt to disarm or accept a weapon from the person in question.
- Don't argue, threaten, or block their exit.

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

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

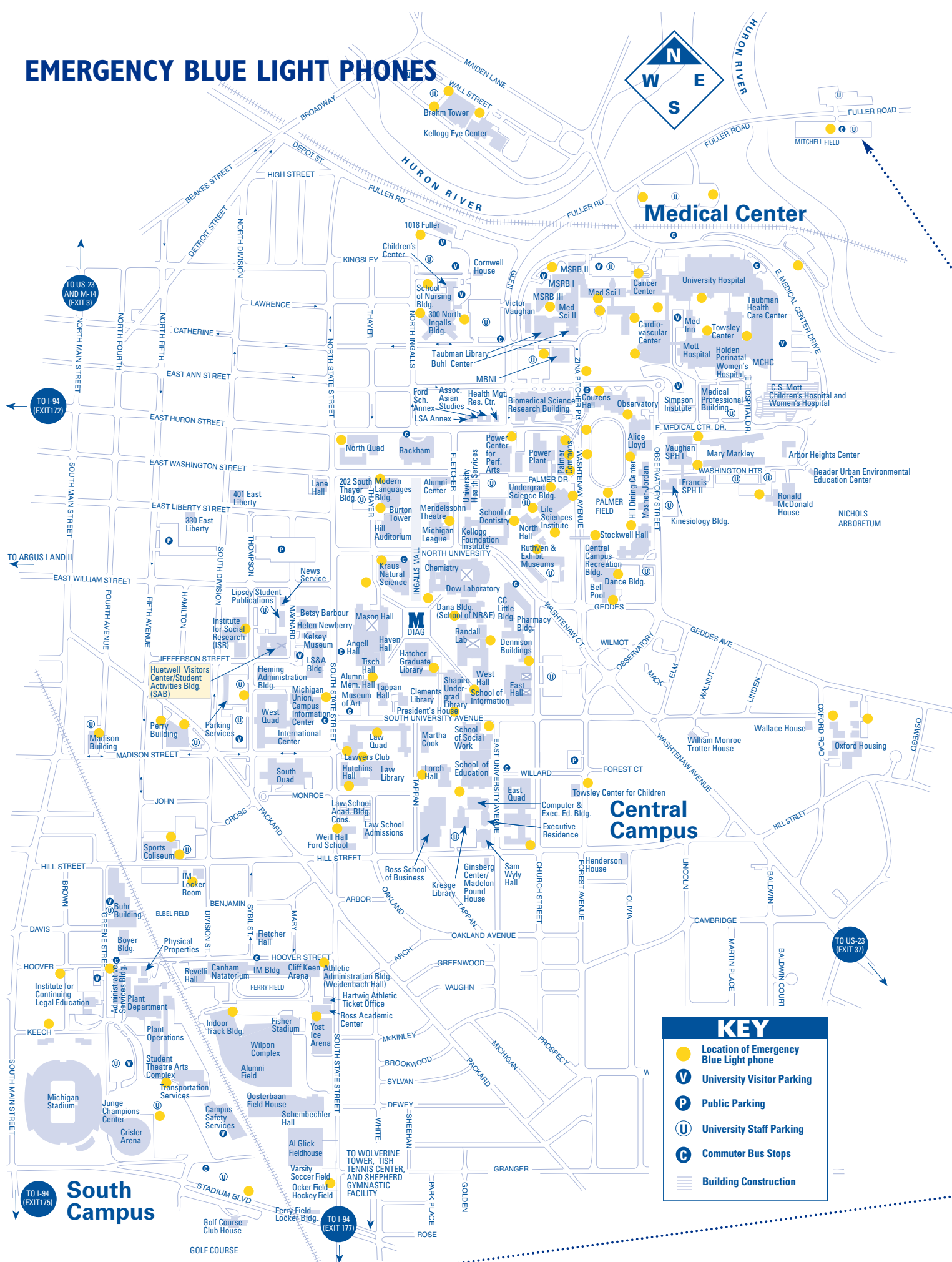
### **Seeking Confidential Counseling**

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

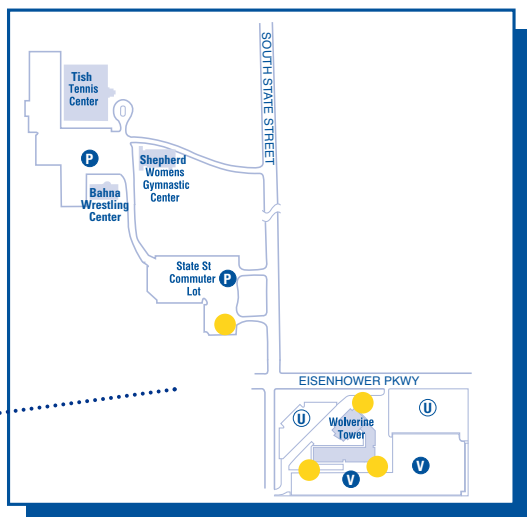
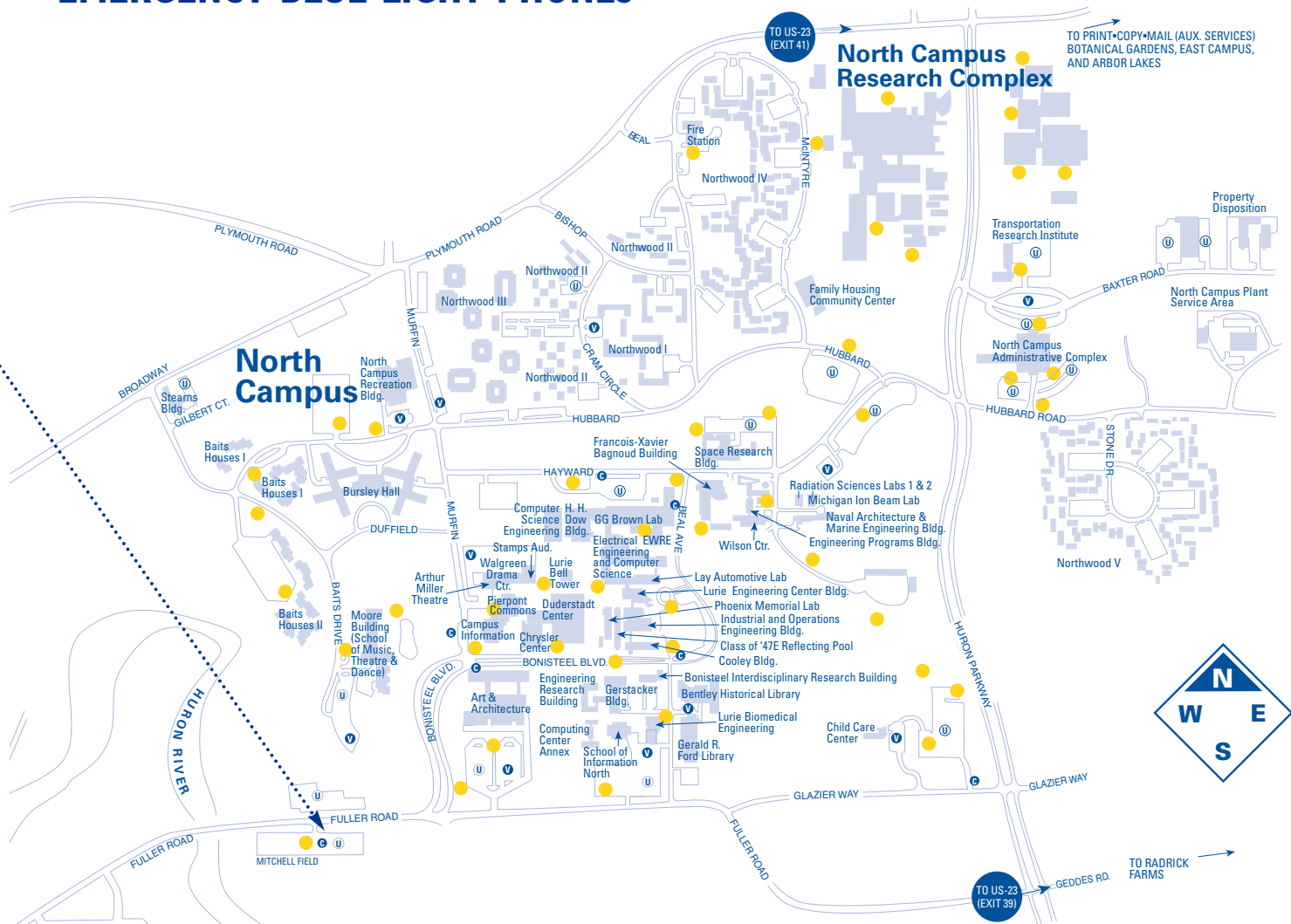
Faculty, staff and students may contact the Sexual Assault and Prevention Awareness Program (SAPAC) in cases of sexual assault, domestic violence or stalking.

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

# EMERGENCY BLUE LIGHT PHONES



# EMERGENCY BLUE LIGHT PHONES



KEY	
	Location of Emergency Blue Light phone
	University Visitor Parking
	Public Parking
	University Staff Parking
	Commuter Bus Stops
	Building Construction



# Safety and Risk Reduction Techniques

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

## AUTOMATED TELLER MACHINE (ATM) SAFETY

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

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

## BICYCLE SAFETY

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

- Ride with the traffic or use bike paths whenever possible.
- Follow same driving laws as motor vehicles.
- Use reflectors, reflective tape, or other similar devices on bikes or on your clothing.

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

- Lock it up: Use a heavy-duty bike lock (a U-bar lock is recommended).
- Lock your bike to a bike rack, preferably in a public place.

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

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

## COMPUTER AND IDENTITY INFORMATION SAFETY

- Register your laptop with the Department of Public Safety ([www.police.umich.edu](http://www.police.umich.edu)) to deter theft and assist in tracking lost or stolen units.
- Use up-to-date anti-virus and anti-spyware software available at no cost to the U-M community at <http://safecomputing.umich.edu/antivirus>.
- Use passwords wisely.
  - Never use your U-M Kerberos password (the one you use for Wolverine Access) for non-U-M accounts.
  - Use a different robust password for each online account.
  - Never share your password with others.
  - Never use another person's password.
- Use a password or PIN to lock portable devices, and never leave them unattended. They are very easy to steal.
- Lock your screen or log out before you walk away from any publicly accessible computer.
- Be wary of peer-to-peer file sharing, which can open your computer to infection. (It can also make you vulnerable to costly legal problems. Find out more at <http://safecomputing.umich.edu/copyright>.)
- Call the Department of Public Safety at (734) 763-1311 immediately if you receive a threatening e-mail.
- Protect yourself further in these ways:
  - Never respond to an e-mail request for private personal information such as your social security number or credit card number; no legitimate company will request information in this way.
  - Secure confidential personal information that you keep on your computer or other electronic media by using encryption.
  - Cross-shred confidential documents and destroy electronic media and inactive credit cards that contain confidential information when they are no longer needed.

## DRIVING AND VEHICLE SAFETY

Effective safety tips include:

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

## FIRE SAFETY

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

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

## HOME SAFETY

University Residence Halls:

- Make a habit of keeping your doors locked. Lock your room door when sleeping, when leaving a roommate asleep inside, and when leaving your room.
- Do not leave valuables in open view. Take valuables home during vacation.
- Never prop open doors to residence halls.
- Do not allow door-to-door salespeople to enter your room. Report them to the Department of Public Safety.
- Require identification and authorization from maintenance staff requesting access to your room.
- Report to the residence hall staff all doors, locks, and windows that are in need of repair.
- Be suspicious of unknown persons loitering or checking doors in your hall and call the Department of Public Safety to report them.

## Safety and Risk Reduction Techniques (continued)

- Backpacks, purses, book bags, etc., should never be left unattended.

If you live in the City of Ann Arbor:

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

### OBSCENE PHONE CALLS

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

### OFFICE, CLASS-ROOM, OR LABORATORY SAFETY

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

### OUTDOOR SAFETY

- Learn the locations of all campus blue light emergency phones.
- Take advantage of nighttime transportation services — see page 16.
- Walk on designated walkways that are well lit and well traveled.
- Walk confidently and assertively. Be alert and aware of your surroundings.
- Purses should be carried close to the body and secured under one arm. Backpacks should be carried over one shoulder and secured with one arm.
- Do not run or jog alone, especially at night.
- Do not ever hitchhike.
- Avoid shortcuts through parks, vacant lots, and other deserted places.
- If you are followed by someone in a car, turn around and walk in the opposite direction.

### ROBBERY

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

- Get it over with quickly. If you try to stall, the robber may be more prone to violence.
- Do what the robber asks, but don't volunteer to do anything more.
- Don't fight or try any impulsive heroics; the risk is great if the robber is armed.
- Don't chase the robber.
- Call 9-1-1 immediately.

### STALKING

- Report all incidents to police.
- Explain how you were frightened, terrorized, distressed, or threatened.
- Call SAPAC (734) 936-3333 for support and assistance.
- See the "Stalking Laws" on page 29 of this book.
- Tell friends and family what is happening.
- Keep a log of stalker contacts or incidents.
- Consider the option of a personal protection order.

### SUSPICIOUS ACTIVITY

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

- A person who seems to be wandering in the hallways or lurking about the building.
- Any unusual or suspicious noise that you can't explain, such as breaking glass or pounding.
- Vehicles moving slowly without lights or to no apparent destination.
- A stranger sitting in a vehicle for an extended period of time for no apparent reason.
- A person hanging around residence hall windows or parking lots.
- Persons removing property from a building late at night.

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

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

- Remain calm. Keep away from the suspicious person(s) or activity. Call 9-1-1 or pick up a campus blue light emergency phone or a carport phone.
- Tell the police whether the crime is in progress or has already been committed. If you see a crime in progress, report it IMMEDIATELY.

### CRIME PREVENTION

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

# 5. University Policies and State Laws

## UNIVERSITY POLICIES

### University Sexual Assault Policy

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

#### I. Introduction

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

#### II. Reporting Options and Procedures

##### A. Rights of Survivor

1. The Criminal Sexual Conduct Statutes of Michigan define sexual assault as a crime involving forced or coerced "sexual penetration" (first and third degree) or "sexual contact" (second and fourth degree). The University encourages the reporting of sexual assaults to the appropriate University officials as reporting is the only way the University can take action against the accused assailant. Survivors may report sexual assaults to the Department of Public Safety (9-1-1 or use the "blue light" emergency phones on campus); to the Ann Arbor Police (9-1-1); or other police offices; to the Sexual Assault Prevention and Awareness Center (SAPAC - (734) 998-9368 or 936-3333 24-Hour Crisis Line); to the Office of the Dean of Students (764-7420); to the Office of Student Conflict Resolution (936-6308); or to any University official. Survivors and persons receiving reports of sexual assault are reminded of the importance of preserving evidence that may be necessary to the proof of criminal sexual assault or for use in University disciplinary proceedings. All University personnel are encouraged to immediately refer sexual assault survivors to SAPAC.
2. The survivor has the right to have any and all sexual assaults against them treated seriously and the right to be treated with dignity. Because the University recognizes that a sexual assault is more than an assault on an individual's body, but is also an attack on the individual's dignity and sense of self, the University is committed to insuring that the decision to take action against the accused shall rest solely with the survivor. There may be circumstances, however, depending on the status of the alleged assailant and the seriousness of the offense, in which the University must take action to protect the survivor or other members of the University

community. The best way for a survivor to retain control over actions is to report the assault in the first instance to a confidential counselor, such as SAPAC, where no action will be taken without the survivor's consent, unless required by law.

3. The University upholds the right of the survivor to be free from undue coercion of any kind from University personnel, including but not limited to staff, faculty, and peer or student staff. Such coercion includes but is not limited to pressuring the survivor to report, not to report, or to under-report a sexual assault; suggesting that the survivor is somehow responsible for the sexual assault; suggesting that the survivor was contributorily negligent or assumed the risk of being sexually assaulted; or suggesting that the survivor or the University would incur unwanted publicity or humiliation by reporting the sexual assault.
4. Survivors who report the assault to the University will be fully informed in a timely manner of all of their rights and options, including the necessary steps and potential consequences of each option. All University personnel are encouraged to immediately refer sexual assault survivors to the SAPAC Office, (734) 998-9368 or 936-3333, 24-Hour Crisis Line.

##### B. University Disciplinary Process

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

##### C. Off-Campus Legal Options

1. In addition to the University's judicial process and those disciplinary procedures applicable to faculty and staff,

the survivor has the right to pursue criminal prosecution and/or civil litigation. The Department of Public Safety is available to provide assistance and information on criminal prosecution. The University is committed to providing full and prompt cooperation and assistance in notifying the proper law enforcement personnel if the survivor so chooses. The survivor has the right to pursue all legal and disciplinary remedies and counseling services without academic penalty.

2. The Department of Public Safety also can provide information on the rights and remedies accorded to crime victims generally, including information about State and Federal laws regarding mandatory testing of sexual assault suspects for communicable diseases, assistance in pursuing action under these laws, and notification of results of any such tests.

### **III. Medical Services**

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

### **IV. Statistical Reporting**

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

### **V. University Counseling and Educational Services**

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

### **VI. Conclusion**

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

## **University of Michigan Alcohol and Other Drugs (AOD) Policy for Students, Faculty and Staff**

### **Introduction**

The University of Michigan-Ann Arbor is committed to providing a safe, healthy community for all its members. The University recognizes that the improper and excessive use of alcohol and other drugs may interfere with the University's mission by negatively affecting the health and safety of students, faculty and staff. It is due to the harm caused by excessive and illegal use that the University has a vested interest in establishing policies to prohibit unlawful behavior and sanctions to address policy violations by members of the U-M community.

Under the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act Amendments of 1991, the University is required to have an alcohol and other drug policy and distribute this policy annually to all employees and students. This policy must outline the University's prevention, education and intervention efforts, and consequences that may be applied by both the University and external authorities for policy violations. The law also requires that individuals be notified of possible health risks associated with the use and abuse of alcohol and other drugs, and sources of assistance for problems that may arise as a result of use.

### **U-M Alcohol and Other Drugs Policy**

Michigan law prohibits the dispensing, selling or supplying of drugs or alcoholic beverages to a person under 21 years old. Employees, students, faculty and campus visitors may not unlawfully manufacture, consume, possess, sell, distribute, transfer or be under the influence of alcohol, illicit drugs or controlled substances on University property, while driving a University vehicle or while otherwise engaged in University business. The only exception to this policy is that individuals of legal age may consume alcohol on University property in a manner consistent with University policy and State of Michigan law. University property, as defined in this policy, includes all buildings and land owned, leased, or used by the University, and motor vehicles operated by employees, including personal motor vehicles, when used in connection with work performed for or on behalf of the University.

If alcohol is to be served at any event/meeting outside one of the licensed facilities on campus (Michigan League, Michigan Union, Pierpont Commons, Oxford Conference Center, Business Executive Residence, and Inglis House), the General Counsel's frequently asked questions web page should be referenced for proper handling: [http://www.ogc.umich.edu/faq\\_alcohol.html](http://www.ogc.umich.edu/faq_alcohol.html)

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



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

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

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

### **U-M Alcohol and Other Drug Prevention Program (UMAODPP)**

The UMAODPP uses evidenced-based strategic interventions, collaboration, innovation and the incorporation of the wellness dimensions to reduce harmful consequences of alcohol and other drug use.

Areas of strategic intervention include:

1. Providing education and awareness activities.
2. Offering substance-free social, extracurricular, and public service options.
3. Creating a health-promoting normative environment.
4. Restricting the marketing and promotion of alcohol and other drugs.
5. Limiting availability of alcohol and other drugs.
6. Developing and enforcing campus policies and enforcing laws to address high-risk and illegal alcohol and other drug use.
7. Providing early intervention and referral for treatment.

For more information on the U-M Alcohol and Other Drug Prevention Program see [www.uhs.umich.edu/umaodpp](http://www.uhs.umich.edu/umaodpp) or contact (734) 615-7694.

### **Health Risks**

The use or abuse of alcohol and other drugs increases the risk for a number of health-related and other medical, behavioral and social problems. Below is a general description of the health risks associated with drug use.

**ALCOHOL** Loss of concentration and judgment; slowed reflexes; disorientation leading to higher risk of accidents and problem behavior; risk of liver and heart damage, malnutrition, cancer and other illnesses; can be highly addictive to some persons.

**AMPHETAMINES** Can cause rushed, careless behavior and pushing beyond your physical capacity, leading to exhaustion; tolerance increases rapidly; causes physical and psychological dependence; withdrawal can result in depression and suicide; continued high doses can cause heart problems, infections, malnutrition and death.

**CANNABIS** Can cause permanent damage to lungs, reproductive organs and brain function; slows reflexes; increases forgetfulness; alters judgment of space and distance.

**COCAINE** Causes damage to respiratory and immune systems; induces malnutrition, seizures and loss of brain function. Some forms (such as "crack") are highly addictive.

**HALLUCINOGENS** (PCP, LSD, ecstasy) Cause extreme distortions of what's seen and heard; induces sudden changes in behavior, loss of concentration and memory; increases risk of birth defects in user's children; overdose can cause psychosis, convulsions, coma and death. Frequent use can cause permanent loss of mental function.

**INHALANTS** (nitrous oxide, amyl nitrite, butyl nitrite, chlorohydrocarbons, hydrocarbons) Cause nausea, dizziness, fatigue, slurred speech, hallucinations or delusions; may lead to rapid and irregular heart rhythms, heart failure and death; long-term use may result in loss of feeling, hearing and vision; can result in permanent damage to the brain, heart, lungs, liver and kidneys.

**NARCOTICS** (heroin, morphine, opium, codeine) Highly addictive; tolerance increases rapidly; causes physical and psychological dependence; overdose can cause coma, convulsions, respiratory arrest and death; leads to malnutrition, infection and hepatitis. Sharing needles is a leading cause of the spread of HIV and hepatitis.

**SEDATIVES** Tolerance increases rapidly; produces physical and psychological dependence; cause reduced reaction time and confusion; overdoses can cause coma, respiratory arrest, convulsions and death; withdrawal can be dangerous; in combination with other controlled substances can quickly cause coma and death.

**TOBACCO** (cigarettes, cigars, chewing tobacco) Causes diseases of the cardiovascular system, in particular smoking being a major risk factor for a myocardial infarction (heart attack), diseases of the respiratory tract such as Chronic Obstructive Pulmonary Disease (COPD) and emphysema, and cancer, particularly lung cancer and cancers of the larynx and mouth

### **Counseling and Treatment Programs**

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

### **Emergency Services Faculty, Staff and Students**

#### **• U-M Psychiatric Emergency Services**

Level B1 of the Medical Center, adjacent to the Department of Emergency Medicine

Crisis help hotline (734) 996-4747

24 hours a day/7 days a week

Fee for service

### **Non-Emergency Services for Individual Students**

#### **• U-M Counseling and Psychological Services**

Michigan Union, 3rd floor

(734) 764-8312

Offers individual counseling and substance abuse assessments

Free services for enrolled U-M students

#### **• University Health Service**

Health Promotion and Community Relations

Alcohol and Other Drug Prevention Program

207 Fletcher Street

(734) 615-7694

Facilitates the Brief Alcohol Screening and Intervention for College Students (BASICS) and the Individual Marijuana Education Program (IMEP), as educational interventions for students who would like to explore their relationship with alcohol and/or marijuana use (two one-on-one sessions); free to enrolled U-M students. Provides case management support for students in recovery.

## **Non-Emergency Services for Faculty and Staff**

- **Faculty and Staff Assistance Program**

1009 Greene Street  
2076 Administrative Services Building  
(734) 936-8660

- **UMHS Employee Assistance Program**

1500 E. Medical Center Drive  
(734) 763-5409

- **U-M Addiction Treatment Services (UMATS)**

Rachel Upjohn Building 4250 Plymouth Rd., Ann Arbor, MI  
(734) 232-0600 or 1-800-828-8020  
Provides assessment and treatment services

## **U-M AOD Policy and Student Organizations**

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

- Office of Student Activities and Leadership  
2205 Michigan Union, 2nd floor (734) 763-5900

The following guidelines are recommended:

- It is illegal for student organizations to sell alcohol in the state of Michigan. Student organizations can significantly improve personal safety and reduce liability by not providing alcohol to any person.
- If alcohol is to be present at an organization-sponsored activity, the organization can provide for the safety of its members and reduce its liability if:
  - Alcohol is not the focus of the event;
  - Attractive alternative beverages are provided;
  - Procedures are in place to prevent service or sale to persons under the legal age of 21;
  - Alcoholic beverages are not purchased with organization funds nor with the contributions of individual members;
  - Alcohol is not served from common or self-serve containers;
  - Service complies with this Policy, as well as the rules of the facility;
  - Designated non-drinking hosts are assigned to attend the event;
  - Procedures are in place to assist any attendee who is intoxicated with finding alternative transportation home.

If alcohol is to be present at an event, the preferred methods of serving alcoholic beverages are to use a professional caterer or hold the event at a site provided by a vendor who is licensed to sell and serve alcohol. If these methods are not possible, request that guests of legal drinking age bring a reasonable amount of alcohol that only they will consume at the event. Schools, departments, units and administrative

offices as appropriate are expected to encourage student organizations' compliance with these expectations and recommendations.

## **University Sanctions — U-M Ann Arbor Campus**

The use or abuse of alcohol and other drugs also increases the risks for behavioral and social problems such as negative effects on academic work performance; conflicts with co-workers, classmates, family, friends and others; conduct problems resulting in disciplinary action, including loss of employment or dismissal from an academic program; and legal problems resulting in ticketing, fines and imprisonment.

The laws of the state of Michigan and University of Michigan's policies prohibit the consumption or possession for personal consumption of alcoholic beverages by persons under the age of 21 years. Further, Michigan laws and University policies prohibit the sale, service or giving of alcoholic beverages to persons under the age of 21. University of Michigan's policies, local ordinances and laws, state laws and federal laws also prohibit the unlawful possession, use and/or distribution of illicit drugs and alcohol.

Violation of University policies will be subject to campus disciplinary review and action, as follows:

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

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

- Illegally possessing or using alcohol
- Illegally distributing, manufacturing, or selling alcohol
- Illegally possessing or using drugs
- Illegally distributing, manufacturing, or selling drugs"

The Statement is administered by the Office of Student Conflict Resolution (OSCR). OSCR is charged with facilitating the resolution process used to determine responsibility. OSCR staff work with parties to determine appropriate educational measures. These measures cover a wide range of educational assignments and obligations, including but not limited to suspension and expulsion from the institution. OSCR may delegate portions of the Conduct Process to other units of the University who have a vested interest in the conduct of smaller student communities (e.g. University Housing, Athletic Department).

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

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

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

### External Sanctions

Violations of laws and ordinances may result in misdemeanor or felony convictions accompanied by the imposition of legal sanctions, which include, but are not limited to, the following:

- Fines as determined under local, state, or federal laws;
- Imprisonment, including up to life imprisonment, for possession or trafficking in drugs such as heroin and cocaine;
- Forfeiture of personal and real property;
- Denial of federal benefits such as grants, contracts and student loans;
- Loss of driving privileges;
- Required attendance at substance abuse education or treatment programs.

A full description of federal sanctions for drug felonies can be found at: <http://www.usdoj.gov/dea/agency/penalties.htm>

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

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

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

**Michigan Law Governing Medical Marijuana:** The Michigan Medical Marijuana Act of 2008 (MMMA) permits qualified patients and their primary caregivers to use, possess and grow limited amounts of marijuana for treatment of certain

debilitating medical conditions. However, the MMMA conflicts with federal criminal laws governing controlled substances, as well as federal laws requiring institutions receiving federal funds, by grant or contract, to maintain drug-free campuses and workplaces. The University of Michigan receives federal funding that would be in jeopardy if those federal laws did not take precedence over state law. Thus the use, possession or cultivation of marijuana in any form and for any purpose continues to violate the U-M Alcohol and Other Drug Policy and is prohibited at the University of Michigan.

### Employee Reporting Requirement

Under the Drug-Free Workplace Act of 1988, in addition to the other requirements of this policy, the University of Michigan requires all employees who work in any capacity under a federal grant or contract to notify his or her supervisor or department head in writing of his or her conviction for a violation of any criminal drug statute occurring in the workplace or on work-related activities no later than five (5) calendar days after such conviction. The supervisor or department head will notify University Human Resources, who will consult with the appropriate staff in the Division of Research Development and Administration regarding satisfying the University's reporting obligations.

### Alcohol Marketing Standards

The University of Michigan will refuse advertising inconsistent with the fundamental missions of the University, or in conflict with the image the University seeks to project or the well-being of the University community. Examples of advertisements that will not be accepted include:

- Alcoholic beverages
- Tobacco products
- Sex as a product
- Gambling
- Paraphernalia associated with illegal drugs
- Dishonest, deceptive, or illegal advertising.

A full description of the University's marketing standards can be found at: <http://www.logos.umich.edu/policyuse.html#advertising>

### Distribution of Policy

A copy of this policy statement will be distributed to all faculty, staff and students annually via email at the beginning of fall semester. Additionally the policy is printed in the U-M Annual Security Report (ASR) and distributed by October 1 each year. Notification of the availability of the ASR is emailed to all students, faculty and staff, as well as noted in the applications for prospective employees and students. The ASR can be found at <http://police.umich.edu/docs/clery.pdf>

### Review of University Prevention Program and Policy

Biennially the University shall review its "Alcohol and Other Drugs Prevention Program and Policy" to determine effectiveness and implement changes, if needed, and to ensure that the University's disciplinary sanctions are consistently enforced.

### For More Information

For more information concerning this policy, contact the U-M Alcohol and Other Drugs Prevention Program in the Health Promotion and Community Relations Department, University Health Service, at (734) 615-7694.

Revised August 2010

# Statement of Student Rights and Responsibilities

## Introduction

The University of Michigan-Ann Arbor is dedicated to supporting and maintaining a scholarly community. As its central purpose, this community promotes intellectual inquiry through vigorous discourse. Values which undergird this purpose include civility, dignity, diversity, education, equality, freedom, honesty, and safety.

When students choose to accept admission to the University, they accept the rights and responsibilities of membership in the University's academic and social community. As members of the University community, students are expected to uphold its previously stated values by maintaining a high standard of conduct. Because the University establishes high standards for membership, its standards of conduct, while falling within the limits of the law, may exceed federal, state, or local requirements.

Within the University, entities (such as schools and colleges; campus, professional, and student organizations) have developed policies that outline standards of conduct governing their constituents and that sometimes provide procedures for sanctioning violations of those standards. This *Statement of Student Rights and Responsibilities (the Statement)* does not replace those standards; nor does it constrain the procedures or sanctions provided by those policies. This Statement describes possible behaviors which are inconsistent with the values of the University community; it outlines procedures to respond to such behaviors; and it suggests possible sanctions/interventions which are intended to educate and to safeguard members of the University community.

## Student Rights

Students at the University have the same rights and protections under the Constitutions of the United States and the State of Michigan as other citizens. These rights include freedom of expression, press, religion, and assembly. The University has a long tradition of student activism and values freedom of expression, which includes voicing unpopular views and dissent. As members of the University community, students have the right to express their own views, but must also take responsibility for according the same right to others.

Students have the right to be treated fairly and with dignity regardless of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status, and as revised in the University of Michigan Nondiscrimination Policy. The University has a long-standing tradition of commitment to pluralistic education. Accordingly, the University, through this *Statement*, will not unlawfully discriminate on the basis of protected group status.

Students have the right to be protected from capricious decision-making by the University and to have access to University policies which affect them. The University has an enduring commitment to provide students with a balanced and fair system of dispute resolution. Accordingly, this *Statement* will not deprive students of the appropriate due process protections to which they are entitled. This *Statement* is one of the University's administrative procedures and should not be equated with procedures used in civil or criminal court.

The University's commitment to providing students appropriate dispute resolution avenues means that in addition to formal conflict resolution processes the University also provides informal, adaptable conflict resolution pathways.

## Student Responsibilities

Along with rights come certain responsibilities. Students at the University are expected to act consistently with the values of the University community and to obey local, state, and federal laws.

## Violations

Students are expected to comply with published University policies. The following behaviors, for example, contradict the values of the University community and are subject to action under this *Statement*.

- A. Physically harming another person including acts such as killing, assaulting, or battering
- B. Sexually assaulting another person
- C. Sexually harassing another person as defined by the University's Standard Practice Guide 201.89: <http://spg.umich.edu/pdf/201.89-0.pdf>. Students accused of sexual harassment are subject to the resolution procedures outlined under this *Statement*.
- D. Hazing
- E. Stalking or harassing another person
- F. Perpetrating domestic violence / intimate partner violence as prohibited in University of Michigan General University Policies and Procedures: <http://spg.umich.edu/pdf/601.18.pdf>
- G. Possessing, using, or storing firearms, explosives, or weapons on University controlled property or at University events or programs (unless approved by the Department of Public Safety; such approval will be given only in extraordinary circumstances)
- H. Tampering with fire or other safety equipment or setting unauthorized fires
- I. Illegally possessing or using alcohol
- J. Illegally distributing, manufacturing, or selling alcohol
- K. Illegally possessing or using drugs
- L. Illegally distributing, manufacturing, or selling drugs
- M. Intentionally and falsely reporting bombs, fires, or other emergencies to a University official
- N. Stealing, vandalizing, damaging, destroying, or defacing University property or the property of others
- O. Obstructing or disrupting classes, research projects, or other activities or programs of the University; or obstructing access to University facilities, property, or programs (except for behavior that is protected by the University's policy on Freedom of Speech and Artistic Expression)
- P. Making, possessing, or using any falsified University document or record; altering any University document or record, including identification cards and meal cards
- Q. Assuming another person's identity or role through deception or without proper authorization. Communicating or acting under the guise, name, identification, email address, signature, or indicia of another person without proper authorization, or communicating under the rubric of an organization, entity, or unit that you do not have the authority to represent



- R. Failing to leave University controlled premises when told to do so by a police or security officer with reasonable cause
- S. Conviction, a plea of no contest, acceptance of responsibility, or acceptance of sanctions for a crime or civil infraction (other than a minor traffic offense) in state or federal court if the underlying behavior impacts the University community
- T. Misusing, failing to comply with, or jeopardizing *Statement* procedures, sanctions, or mediated agreements, or interfering with participants involved in the resolution process
- U. Violating University computer policies

### Scope of the Violations

Behavior which occurs in the city of Ann Arbor, on University controlled property, or at University sponsored events/programs may violate the *Statement*. Behavior which occurs outside the city of Ann Arbor or outside University controlled property may violate the *Statement* only if the behavior poses an obvious and serious threat or harm to any member(s) of the University community.

The *Statement of Student Rights and Responsibilities* is intended to incorporate other specific University policies by reference. These policies are: the University Housing's Community Living at Michigan Handbook, the Information Technology Division's Condition of Use Statement, and the Computer Aided Engineering Network's Conditions of Use Policy. The *Statement* will be used to address violations of these policies only if the violation warrants a process or a sanction/intervention beyond what is available in these policies. In such cases, policy adjudicators may take intermediate action regarding a complaint as defined by their individual policy; however, final resolution will occur under the procedures outlined in this *Statement*.

### Access Control

Residence halls are secured 24 hours a day; all other campus facilities have scheduled open hours which may vary at different times of the year. Open hours are developed by the school, college or department responsible for the facility. Notifications of changes in these hours of operation must be forwarded to the Department of Public Safety by the person identified as being responsible for the building.

During scheduled business hours, public areas of the University are open to students, parents, employees, contractors, guests and invitees. During non-business hours, access is permissible by authorized persons possessing University identification and legally issued keys or access cards. Persons not in possession of a key or access card will not be allowed to remain unless accompanied by an authorized person or written authorization from the appropriate dean, director, or department head.

Keys and/or access-control cards are issued to individuals to allow them to gain general access to their assigned areas. To safeguard and protect the community, keys and access-control cards should be kept on your person at all times or secured in a locked container, drawer, etc. Never lend them out, and check them daily to assure none are missing. Never duplicate a key. Failure to follow these guidelines places the community at risk.

### Residence Hall Access Control

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

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

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

## UNIVERSITY REGULATIONS

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

### Fire Setting and False Alarms

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

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

Violation of the state law shall be regarded as a misdemeanor

and may result in imprisonment for not more than one year and a fine in the amount of \$500.00 or less.

In addition, these actions are a violation of the Statement of Student Rights and Responsibilities.

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

## Weapons

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

Exceptions to this Ordinance include:

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

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

## STATE LAWS

### State of Michigan Stalking Laws

#### **Stalking -**

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

#### **Aggravated Stalking -**

A felony punishable by a sentence of up to five years in State Prison and a \$10,000.00 fine. Aggravated Stalking

is defined as a violation of a Personal Protection Order, bail, probation condition, or a second offense. Stalking is also a violation of the Statement of Student Rights and Responsibilities.

### Sex Offender Registry

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

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

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

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

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

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

## SAFETY AND HEALTH-RELATED RESOURCES

### Police Agencies

#### University Department of Public Safety

1239 Kipke Drive (just east of Crisler Arena)  
Ann Arbor, MI 48109-2036  
[www.police.umich.edu](http://www.police.umich.edu)

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

Police, Fire and Medical Emergencies . . . . . 9-1-1  
Text emergencies to: . . . . . 377911 (DPS911)  
For non-emergencies . . . . . (734) 763-1131  
Administration offices . . . . . (734) 763-3434

#### Neighborhood locations:

Palmer Commons . . . . . (734) 763-9395  
Pierpont Commons . . . . . (734) 647-4066  
Public Health II . . . . . (734) 764-3529  
Wolverine Tower . . . . . (734) 615-1596

For an emergency, dial 9-1-1 from any University phone or text DPS at 377911, or lift the receiver or press the button on an emergency blue light campus phone, elevator phone or carport phone in a University-owned parking structure.

The University of Michigan Department of Public Safety (DPS) is a full service law enforcement agency. DPS police officers are licensed by the Michigan Commission on Law Enforcement Standards (MCOLES), and have the authority to investigate, search, arrest and use reasonable force as necessary to protect persons and property and to enforce the laws of the State of Michigan and the Ordinance of the Regents of the University of Michigan.

University Police Officers patrol all campus buildings and grounds. These patrols are designed to prevent and detect crimes and property loss from crime, fire and floods. Patrols are conducted 24 hours a day, seven days a week. Patrols are performed by officers on foot, in motor vehicles, and on motorcycles and bicycles. The Department of Public Safety maintains a 9-1-1 Emergency communication center to monitor intrusion, robbery, fire, elevator, temperature, and maintenance alarms for University buildings. Appropriate response is determined and necessary action is taken. The DPS Communication Center is operated 24 hours a day, seven days a week. The Police Communications Specialists monitor

radio communications from a variety of University departments as well as other public safety agencies.

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

DPS has officers assigned to districts throughout the campus. These officers work together with University community members to reduce the fear of crime and the conditions that contribute to crime, and to increase the community's involvement in resolving these issues. Officers are encouraged to establish and maintain long-term working relationships with community members. Rather than solely reacting to events, district teams will take a preventive approach to eliminating problems that cause crime or allow it to occur. Problem Oriented Policing principles are used as a means to attack the conditions that allow or contribute to crime, as well as other elements that detract from the quality of life.

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

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

In August 2009, DPS became nationally accredited by the Commission on Accreditation for Law Enforcement Agencies. See [www.calea.org](http://www.calea.org) for more information.

## Ann Arbor Police Department

301 E. Huron  
Ann Arbor, MI 48104

For an emergency off-campus, dial 9-1-1. The Ann Arbor Police Department will be the responding agency if you are using a non-University phone.

Non-Emergency .....(734) 794-6911  
Police Desk .....(734) 794-6920  
Police Tip Line.....(734) 794-6939  
Neighborhood Watch & Crime Prevention .....(734) 794-6900  
x 49346

### Hours of operation:

- 24 hours a day, 7 days a week

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

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

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

## Security Agencies

### Hospital Security

(734) 763-5511- Security Administration (during normal business hours)  
(734) 936-7890 - Communication Control Center (24/7)  
Dial 911 for all emergencies  
[www.med.umich.edu/security](http://www.med.umich.edu/security)

Security for the Hospitals and Health Centers is provided by the Security and Entrance Services Department. Hospital Security provides a very comprehensive security service program that delivers optimal customer service to our patients, families, visitors and employees.

Some of the services provided include security patrols and escorts, assisting patients and visitors, access control, visitor screening, way-finding, loss prevention and CCTV monitoring. Another primary role is to support patients, families and visitors who are sometimes facing very difficult and traumatic challenges in their lives. Hospital Security also assists medical staff with specific patient care needs often needed in very stressful and difficult conditions.

## Housing Security

9-1-1 Emergency  
(734) 764-6185 Administration  
[www.housing.umich.edu/services/security/index.html](http://www.housing.umich.edu/services/security/index.html)

Housing Security is a unit of University Housing, within the Division of Student Affairs. Housing Security is responsible for security, access control, and fire safety in University Housing owned and controlled properties. Housing Security is dedicated to providing a safe and comfortable environment for our residents to enjoy and call home. Professionally trained security officers are on-duty 24-hours/day, seven days/week, 365 days/year. Responsibilities include several rounds per night through residence halls and patrol of Northwood apartment complexes, handling resident inquiries and complaints, assisting resident staff, conducting ongoing safety and security education and awareness, administering first aid when appropriate, conducting preliminary investigations of reported crimes, and responding to requests for emergency assistance.

## Other Emergency Responders

### Ann Arbor Fire Department

115 N. Fifth Avenue  
Ann Arbor, MI 48104  
(734) 764-6961 Non-emergency  
9-1-1 Emergency

The Ann Arbor Fire Services provides emergency services including fire suppression, vehicle extrication, medical response, hazardous materials, water/ice rescue and technical rescue, as well as fire prevention, inspection and public education services. The city operates five fire stations 24 hours per day to respond to emergency and non-emergency requests.

### Occupational Safety and Environmental Health (OSEH)

1239 Kipke Drive  
Ann Arbor, MI 48109-1010  
[www.oseh.umich.edu](http://www.oseh.umich.edu)

(734) 647-1143	Administration
(734) 763-6973	Biological and Laboratory Safety
(734) 763-6973	Environmental Protection & Permitting
(734) 615-6764	Fire Safety Service
(734) 763-4568	Hazardous Materials Management
(734) 647-1142	Industrial Hygiene and Safety
(734) 647-1142	Operational Safety and Community Health
(734) 764-6200	Radiation Safety Service
(734) 936-2019	Scientific Diving Safety

### Hours of operation:

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



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

OSEH's eight specialized program areas lead the University and support the surrounding community through partnership, guidance, and education to promote health, safety, protection of the environment, and compliance with local, state and federal rules dealing with hazardous materials, operations, fire and life safety, and environmental protection.

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

## Office of Campus Sustainability

1239 Kipke Drive  
Ann Arbor MI 48109-1010  
(734) 647-3120  
[www.sustainability.umich.edu](http://www.sustainability.umich.edu)

The Office of Campus Sustainability was developed in 2009 to organize and promote environmental sustainability throughout campus operations, including health, safety and emergency planning aspects.

## Office of Emergency Preparedness

1239 Kipke Drive  
Ann Arbor MI 48109-1010  
(734) 615-5781  
[www.umemergencypreparedness.umich.edu/](http://www.umemergencypreparedness.umich.edu/)

The Office of Emergency Preparedness works to assist U-M units with preparing for emergency situations that may impact the campus including planning, coordination and exercises to test readiness.

## ON-CAMPUS SUPPORT SERVICES

### Counseling and Psychological Services (CAPS)

3100 Michigan Union  
Ann Arbor, MI 48109-1308  
(734) 764-8312  
[www.umich.edu/~caps](http://www.umich.edu/~caps)  
[www.mitalk.umich.edu](http://www.mitalk.umich.edu)

#### Hours of operation:

- Monday-Thursday 8 am - 7 pm
- Friday 8 am - 5 pm (during academic year)
- Services free of charge for enrolled students

CAPS is committed to providing multicultural and multidisciplinary expert and caring therapeutic support at no charge for currently enrolled University of Michigan-Ann Arbor campus students.

Clinical services include brief personal therapy for individuals, couples and groups and crisis intervention. CAPS also provides outreach and education through consultations, presentations, workshops and liaison relationships. CAPS has seven training programs for advanced graduate and medical students in the mental health fields. Common reasons students go to CAPS include, but are not limited to: depression, anxiety, self-esteem, academic role and relationship issues. The staff at CAPS includes professional therapists, psychiatric staff and interns from graduate programs in psychology and social work.

CAPS is also engaging the university community with “**do something**,” a large scale college student mental health awareness campaign which highlights both QPR (a well-received, ongoing, suicide prevention training program) and MiTalk (a University of Michigan student-focused interactive mental health website). **do something** was created to help increase college student mental health awareness as well as strengthen the University of Michigan's community of caring. For more information about these programs, to request a QPR training session for your department or student group or to learn more about CAPS services, please visit both websites listed.

### UMHS Employee Assistance Program (EAP)

D2101 Medical Professional Building  
1500 E. Medical Center Drive  
Ann Arbor, MI 48109-5718  
(734) 763-5409  
email: [eap@umich.edu](mailto:eap@umich.edu)  
[mhealthy.umich.edu/eap](http://mhealthy.umich.edu/eap)

#### Hours of operation:

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

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

### Faculty and Staff Assistance Program (FASAP)

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

#### Hours of operation:

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

FASAP is a resource for University of Michigan faculty and staff. FASAP's purpose is to provide confidential assessment, problem resolution counseling and referral recommendations, when needed, to individuals with personal concerns or problems in areas of interpersonal or marital relations, family problems, and

emotional difficulties, such as depression or anxiety.

These short-term services are fully paid by the University, at no charge to faculty and staff. FASAP also offers a variety of educational Brown Bags on emotional health topics, which can be held in University departments or units upon request.

## IT User Advocate

Boyer Building  
201 East Hoover Street  
Ann Arbor, MI 48109-3704  
abuse@umich.edu

The Information Technology User Advocate, a department of Information and Technology Services, oversees responsible use of computing resources at the university. User Advocate staff investigates reports of violations and works within the university community to ensure that information technology policies are followed. Users should contact the User Advocate if they suspect abuse of university computing resources including the following:

- Harassing messages
- Spam sent using a umich.edu email address
- Digital copyright infringement
- Misappropriation of computing resources for commercial use

Policies regarding the use of information technology at the University of Michigan are available at <http://cio.umich.edu/policy/>.

## Information and Infrastructure Assurance (IIA)

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

Universities frequently are the targets of attempts to disrupt computing operations and to gain access to sensitive information without authorization. Information and Infrastructure Assurance (IIA), a department of Information and Technology Services, collaborates with individual U-M units to respond to IT security incidents effectively and consistently, and to mitigate their negative impact.

Users of university information resources can assist in these efforts by promptly reporting any IT security incidents, including the following:

- Unauthorized exposure of private personal information (which may lead to identity theft or misrepresentation)
- Computer break-ins and other unauthorized use of U-M systems or data
- Theft or loss of equipment, including portable equipment such as laptops and flash drives
- Interference with the intended use of IT resources

Users should report any incident to the IT security coordinator designated by their school, college, unit, or department or to [security@umich.edu](mailto:security@umich.edu).

## Mediation Services for Faculty & Staff (MSFS)

2072 Administrative Services Building  
1009 Greene St.  
Ann Arbor, MI 48109-1432  
(734) 615-4789  
[www.umich.edu/~mediate](http://www.umich.edu/~mediate)  
[mediation.services@umich.edu](mailto:mediation.services@umich.edu)

### Hours of operation:

- Monday-Friday 8 am - 5 pm
- Appointments may be scheduled before and after regular hours when needed
- Call or email for an appointment

Mediation Services for Faculty and Staff provides confidential consultation and mediation to help address and resolve workplace problems. These services are available to U-M faculty and staff free of charge.

Please visit [www.umich.edu/~mediate](http://www.umich.edu/~mediate) for more information.

## Ombuds Office

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

### Hours of operation:

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

Contact the Ombuds Office if you are having a serious dispute with some part of the University over academic, administrative or other issues.

The Ombuds Office provides confidential and informal dispute resolution services and helps students develop and evaluate options to resolve disputes. With student permission, it may also discuss the situation with other parties to the dispute, such as faculty and staff, and help those parties consider resolution options. Referrals and other resources are available. The Office operates independently within the University and is an advocate for fairness in the resolution of problems. It is not an advocate for either side.

Finally, the Office helps the University identify policies, procedures and patterns of treatment that can be improved and seeks to facilitate those improvements.

## Sexual Assault Prevention and Awareness Center (SAPAC)

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

### Hours of operation

- Monday-Friday 9 am - 5 pm
- 24-hour crisis line

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

## Spectrum Center

3200 Michigan Union  
Ann Arbor, MI 48109-1308  
(734) 763-4186  
e-mail: [spectrumcenter@umich.edu](mailto:spectrumcenter@umich.edu)  
[www.spectrumcenter.umich.edu](http://www.spectrumcenter.umich.edu)

### Hours of operation:

- Monday-Friday 9 am - 5 pm

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

## Office of Student Conflict Resolution (OSCR)

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

### Hours of operation:

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

OSCR provides a variety of programs and services designed to support a safe, just and peaceful community, and to help Michigan students learn how to manage and resolve conflict peacefully. OSCR offers a full-spectrum of conflict resolution pathways. These include Facilitated Dialogue, Restorative Justice Circles, Shuttle Negotiation, Social Justice Mediation, as well as the Formal Conflict Resolution process as described in the Statement of Student Rights and Responsibilities: [www.oscr.umich.edu/statement/](http://www.oscr.umich.edu/statement/). The statement is a community-owned expression of Michigan's values that outlines both the

rights that U-M students enjoy as well as responsibilities they accept as members of this community. OSCR staff members are available to consult with faculty regarding conflict resolution programs and services. Please call to speak with a staff member or to make an appointment.

## OFF-CAMPUS SUPPORT SERVICES

### Domestic Violence Project/Safe House Center

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

### Hours of operation:

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

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

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

### SOS Community Services Housing Crisis Center

114 North River Street  
Ypsilanti, MI 48198  
(734) 484-4300  
[www.soscs.org](http://www.soscs.org)

### Business Office —

101 South Huron Street  
Ypsilanti, MI 48197  
(734) 485-8730  
9 am - 5 pm, Monday-Friday

### Hours of operation:

Housing Crisis Line  
9 am - 5 pm Monday-Friday

### Walk-In hours

9 am - 4 pm Monday, Thursday, Friday  
9 am - 6:30 pm Tuesday  
12 pm - 4 pm Wednesday

SOS Community Services is dedicated to ending family homelessness in Washtenaw County. Services include but are not limited to housing programs, intensive case management, employability services, parenting programs, therapeutic child care and after-school programs. To learn more about SOS, visit [www.soscs.org](http://www.soscs.org).

## UNIVERSITY PROGRAMS

### Campus Safety and Security Advisory Committee (CSSAC)

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

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

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

### Department of Public Safety Oversight Committee

2005 Wolverine Tower  
Ann Arbor, Michigan 48109-1281  
(734) 647-7292  
[www.hr.umich.edu/dps](http://www.hr.umich.edu/dps)

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

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

### Office of Multi-Ethnic Student Affairs (MESA)

2202 Michigan Union (734) 763-9044  
[www.mesa.umich.edu](http://www.mesa.umich.edu)

#### Hours of operation:

Monday-Friday 9 am - 5:30 pm

### William Monroe Trotter Multicultural Center

1443 Washtenaw Ave. (734) 763-3670  
Ann Arbor, MI 48104-3120  
[www.mesa.umich.edu/trotter](http://www.mesa.umich.edu/trotter)

#### Hours of operation:

Monday-Thursday 8 am - 10 pm

Friday 8 am - 2 am (if events are scheduled late)

Saturday 12 pm - 2 am (if events are scheduled late)

Sunday 12 pm - 10 pm

**Note:** Weekend hours may vary for winter semester

The Office of Multi-Ethnic Student Affairs and the William Monroe Trotter Multicultural Center serve as resources of support for diverse student populations in our campus community. We strive to engage and empower students in all their identities by implementing programs that foster intercultural leadership and strengthen community development. In our ongoing commitment to social justice, we seek to create a campus that is inclusive to all. We strive to lead the campus community in efforts to enhance the success of students by building a sense of intra-community through intellectual, social and cultural opportunities; promote a healthier, multicultural and respectful climate that allows for meaningful cross-cultural partnerships among student communities; and engage students in efforts to further develop and deepen their intercultural skills and competencies.

### The Office of Institutional Equity

2072 Administrative Services  
1009 Greene St.  
Ann Arbor, MI 48109-1432  
(734) 763-0235  
(734) 647-1388 TTY  
[www.hr.umich.edu/oie](http://www.hr.umich.edu/oie)

#### Hours of operation:

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

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

OIE oversees, facilitates and supports the University's efforts to ensure equal opportunity for all persons regardless of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status in employment, educational program and activities, and admissions.



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

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

## Risk Management Services

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

### Hours of Operation:

- Monday-Friday 8 am - 5 pm

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

Risk Management Services:

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

## WorkConnections

Argus II Building  
400 South Fourth Street  
Ann Arbor, MI 48103-4816  
(734) 615-0643  
(877) 869-5266 Toll Free  
(734) 936-1913 Fax  
[work.connections@umich.edu](mailto:work.connections@umich.edu)  
[www.workconnections.umich.edu](http://www.workconnections.umich.edu)

### Hours of Operation:

- 8 am - 5 pm Monday-Friday

WorkConnections is an integrated disability management program developed by the University of Michigan to assist and support faculty and staff who have had an illness or injury that prevents them from working. The program will provide assistance through recovery and help facilitate a successful return to work.

### Illness or Injury Reporting Standard

- Report all work-related injuries and illnesses to WorkConnections within 24 hours. Illness/Injury Report forms are available online: (<http://www.workconnections.umich.edu>).

Please FAX completed report to (734) 936-1913.  
Verbal reports can be taken by calling (734) 615-0643.

- Report non-work related disability events, resulting in ten or more days away from the workplace to WorkConnections to receive disability management assistance.

For additional information, visit our website at:  
[www.workconnections.umich.edu](http://www.workconnections.umich.edu) or call (734) 615-0643.

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