

CAMPUS SAFETY AND YOU

Kettering University Campus Safety is on duty 24-hours a day, 7 days a week, 365 days a year, providing around-the-clock protection and services to the campus community. The department is staffed by seventeen people. Campus Safety officers are private security officers. Victims of crime are advised to file a complaint with the Flint Police Department (237-6870). The university has two Flint Police Officers, Officer Darren Lopez, and Officer Mark Peck, patrolling the campus and surrounding neighborhood. The following services are provided by Kettering University's Campus Safety staff:

- * Crime Prevention
- * Headquarters in the event of an emergency
- * Information and central communications center
- * Safety and fire hazard checks
- * Routine check of all fire prevention equipment
- * Identification of your valuables
- * An escort service to parking areas
- * Campus Safety is available to parents and incoming freshmen on orientation day to answer questions
- * When a number of similar crimes occur on campus, an electronic mail message is sent to the campus community. A summary of Campus Safety activity is published in the Technician and posted on Kettering's Website on a monthly basis (Campus Watch).
- * Investigate complaints and crimes
- * Patrol of the Kettering University campus
- * Security of buildings
- * Register student and employee vehicles
- * Lost and found
- * Parking enforcement

HOW CAN YOU HELP? Any agency charged with the protection of life and property and the prevention of crime, welcomes assistance from every source. This is particularly true on college campuses. All of us need to take responsibility for our own safety. Therefore, the following suggestions are being offered so **YOU CAN HELP US HELP YOU.**

- * Be alert and observant; notice strangers in the buildings, and in the parking lots. To report any criminal or suspicious behavior please call 9501. In an emergency, call 911. A report will be taken by Campus Safety and an investigation will be underway immediately. In emergencies, officers will respond immediately. Observe the individual's movements. **DO NOT TRY TO DETAIN OR APPREHEND!**
- * If you witness a crime, call 9501. You can help by providing identifying information such as the following:

AUTOS: License number, Make, Model, and Color
Outstanding characteristics--rust spots, dents, etc.

PROPERTY: Serial numbers of stolen property
Complete description

PERSONS: Name (if known), sex, race, age, height, weight, clothing
Method and direction of travel

- * In Thompson Hall, when away from your room, keep it locked and secured.
- * Keep your access card safe. Never lend your access card or leave it lying around. If your access card is lost or stolen, report it to your resident advisor, and the Thompson Hall desk. At night, have your access card ready before you get to your door.
- * In Thompson Hall, keep the hallway, bathroom, and study room lights on.
- * Keep the exterior doors to Thompson Hall secure and operational. Please do not prop them open or abuse them. Ensure that the door closes tightly when you enter or exit.
- * Keep your auto locked, never leave the keys in the vehicle, and avoid leaving property on the seats where it is visible. Instead, store property in the trunk or in your room.
- * **IDENTIFY YOUR PERSONAL PROPERTY WITH YOUR DRIVER'S LICENSE NUMBER.** Campus Safety has an engraver for your use. Somewhere on your property items (where a thief will see it), engrave your driver's license number including your state's abbreviation. A driver's license number can be traced by the police in a matter of minutes.

- * **MAKE A LIST OF YOUR BELONGINGS** - Include the brand name, model number, serial number and some description of each item. This will help in reporting the loss to the police, and insurance companies are more likely to pay off on items that can be identified.
- * **REPORT LOST AND FOUND OR STOLEN ITEMS** - These should be reported to Campus Safety. Frequently stolen items include:
 - Bicycles - Cameras - Computer Equipment - Hand Tools - Hub Caps - Musical Instruments -
 - Radios - Sporting Goods - Stereos - Tape Recorders - Televisions - Typewriters -
- * **REGISTER YOUR CAR** - This allows you to park in designated areas on campus and provides a record of your auto.
- * **ACCESS TO CAMPUS FACILITIES** - Thompson Hall is locked 24-hours a day. Bathroom and study room lights have been wired so that they remain on at all times. Coed unit corridor access doors have locks. Coed restrooms have lock fixtures. Peepholes are in the door of the residents' room. All students may have visitors in their room subject to the conditions outlined in "A Guide to Residence Hall Living".

The Academic Building, Campus Center, and Mott Center are accessible to members of the campus community and to guests during normal business hours, with limited access after hours.

STUDENT CONDUCT AT KETTERING UNIVERSITY

Kettering University students are expected to conduct themselves as mature individuals while on campus and in their work section communities. The student is expected to comply with regulations established by the University governing student conduct and the use of University property and facilities. Students are expected to act in compliance with federal, state, and local laws and ordinances.

Kettering University expects students to conduct themselves in a manner that will reflect credit upon themselves and the University. Any student who flagrantly violates good conduct or good taste may be warned, placed on probation, or in serious cases, dismissed from the University.

For additional information on conduct, please see the Student Conduct section in the Student Handbook.

CRIMES OF VIOLENCE AND THE CAMPUS JUDICIAL SYSTEM

An individual who is harmed by a violent act committed by a student in violation of the code of student conduct may receive special consideration within the student judicial process. Acts of violence include, but are not limited to:

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| <ul style="list-style-type: none"> * Sexual assault * Physical assault | <ul style="list-style-type: none"> * Relationship violence * Stalking and harassment with threats of violence |
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In all cases processed through the student judicial system, the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding; both the accuser and the accused shall be informed of the outcome of the disciplinary proceeding.

For more information about the rights of the victims, rights of the accused and the student judicial process, please call the Office of Judicial Affairs 762-9881.

Victims are given options concerning how or whether to proceed with an alleged incident of violence within the student judicial process. The Campus Judicial Board has the authority to proceed with judicial action without the victim's consent in order to protect the safety and well-being of the campus community.

CRIMINAL SEXUAL CONDUCT

Michigan Law (Criminal Sexual Conduct Statutes of the State of Michigan) defines sexual assault as a crime involving forced or coerced “sexual penetration”¹ (first & third degree) or “sexual contact”² (second & fourth degree). Students, faculty and staff have the option to be assisted by campus personnel in notifying law enforcement authorities if a sex offense has occurred.

Allegations of criminal sexual conduct committed by or against members of the Kettering University community on campus, or at Kettering University sponsored events, shall be handled through disciplinary or other Kettering University procedures applicable to the status of the person accused. Such persons may also be subject to criminal prosecution or other legal action in the courts.

Persons found to have committed criminal sexual conduct, including acquaintance rape on campus, at Kettering University sponsored events, or against members of the University community, may receive sanctions, up to and including termination of employment or expulsion from the University.

In investigating and hearing cases of alleged sexual assault:

- (1) The accuser and the accused shall be entitled to the same opportunities to have others present during a campus disciplinary proceeding; and
- (2) Both the accuser and the accused shall be informed of the outcome of any campus disciplinary proceedings.

SAFETY TIPS:

The key to personal safety is awareness and assertiveness. The Counseling Office offers the following information concerning protection against sexual assault and how to deal with someone who has been assaulted.

- * Look assertive, confident and aware of your surroundings.
- * Trust your intuitions. If a particular situation makes you feel uncomfortable or unsafe, choose an alternative. Don't be afraid to ask for help.
- * Keep keys accessible and wear comfortable clothing for added safety and defense.
- * If you are being followed:
 - * Cross the street
 - * Change direction
 - * Keep looking back so the person knows you can't be surprised
 - * Go to a well-lighted area, enter a store, house, residence hall, classroom or library -- anywhere there are people.
 - * Notice and remember as much as possible about the person so you give a good description.
 - * In attempted sexual assault approximately 50% of the women escape if they will yell, and up to 85% escape if they physically resist quickly and vigorously.
 - * Know vulnerable targets of the assailants: eyes, nose, throat, stomach, knee caps and groin.

1 “Sexual Penetration” means “sexual intercourse, cunnilingus, fellation, anal intercourse or any other intrusion, however slight, of any part of a person’s body or of any object into the genital or anal opening of another person’s body.”

2 “Sexual Contact” means “intentional touching of the survivor’s intimate parts or the clothing covering them for purposes reasonably connected with sexual arousal or gratification.” “Intimate parts include the primary genital area, groin, inner thigh, buttocks and breast.”

RECOMMENDED ACTIONS FOLLOWING AN ASSAULT:

- * Take the victim to a safe place. Find out if she/he has severe physical injuries. Assess for immediate threat of physical danger from the assailant.
- * Call the Counseling Office at 762-9650. A Counselor can assist you in how best to assist the victim.
- * If the survivor lives in Thompson Hall, call the Director of Residence Life and give her information without revealing the identity of the victim. Ask the victim if he/she wants to report the assault to Campus Safety

and/or the police.

- * If the victim lives off campus and wants to report the assault to the police, call 911.
- * Let the victim know there are resources he/she can utilize, such as counseling service and other community-based services like YWCA Sexual Assault Services 238-SAFE.
- * Victims and those assisting them are advised that it may be very important to promptly seek assistance in preserving evidence which may be necessary for the proof of criminal sexual conduct.
- * Be respectful of the survivor's privacy. Let him/her decide who and how much to tell.

Students have the option of changing academic or living situations after a sexual assault incident, if requested by the victim and if such changes are reasonably available. The Office of Student Affairs will assist with this process.

ACQUAINTANCE RAPE

On college campuses, the most prevalent type of sexual assault is acquaintance rape. In acquaintance rape, the attacker can be a friend, relative, spouse, lover, neighbor, co-worker, student, or any acquaintance. Acquaintance rape often includes use of physical force, with or without a weapon. Generally speaking, the closer the relationship with the attacker, the greater the shock for the victim.

The following tips concern acquaintance rape:

SAFETY TIPS:

- * Be honest; communicate what you want honestly and respectfully.
- * Be aware of what is taking place around you.
- * Trust your instincts, stand up for yourself, and be willing to make a scene.
- * Support your friends; do not pressure them when they are unsure about a situation.

ADDITIONAL TIPS:

- * It is never okay to force yourself on an individual.
- * Be aware that force can be emotional coercion and intimidation as well as physical force.
- * Be aware that alcohol and/or drugs may impair your judgment.
- * Remember: NO means NO.

SEXUAL HARASSMENT

The legal definition of sexual harassment is ...any sexual advances, requests for sexual favors, and other physical, verbal or written communication of an offensive nature. Kettering University is committed to maintaining an academic and work environment free from sexual harassment for students, faculty and staff. Sexual harassment is contrary to the standards of the Kettering University community and will not be tolerated.

Complaints of sexual harassment may be resolved by:

- (1) Informal resolution with the help of the office where the complaint was filed, or
- (2) A formal investigation and hearing. A sexual harassment report may be received by the following: Office of Student Affairs (students only), the Human Resources Office, and Campus Safety.

In addition, Counseling Office can provide information and assistance to students who have experienced sexual harassment.

SEXUAL ASSAULT PREVENTION AND AWARENESS PROGRAMS & SERVICES:

The Counseling Office, the Women's Resource Center and the PASS staff (Peers Assisting & Supporting Students) provide educational programs on sexual assault prevention, acquaintance rape, self-defense, sexism, what men can do to stop rape, etc. The Counseling Office also provides counseling to victims and perpetrators of assault and sexual harassment as well as, to their friends and family members. This office also works with other Kettering University offices to coordinate physical safety efforts on campus.

ADDITIONAL SERVICES AVAILABLE:

- * **Support Groups**
- * **Assistance in dealing with the criminal justice system, the healthcare system and Kettering University offices.**
- * **Educational workshops/training sessions.**

EDUCATIONAL PROGRAMS PROVIDED

Educational programs to promote the awareness of rape, acquaintance rape and other sex offenses are available to all freshmen residing in Thompson Hall. Kettering University also offers informational workshops on AIDS, sexually transmitted diseases, alcohol and substance abuse. Other programs are available to Greek organizations and clubs, by request to the Counseling Office.

Individuals may access a list of all registered sex offenders attending and/or working at Kettering University by accessing the search option on the Michigan State Police Public Sex Offender Registry Website at <http://www.mipsor.state.mi.us>.

DRUG PREVENTION PROGRAM

1. **STANDARDS OF CONDUCT: Kettering University prohibits the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities.**
2. **PROSECUTION: Local, state and federal law clearly prohibits the unlawful possession and distribution of illicit drugs and alcohol. Kettering University students or employees in violation of the law will be subject to prosecution.**
3. **HEALTH RISKS: According to media and research findings the use of illicit drugs and/or the abuse of alcohol can seriously affect the health, safety and welfare of the student or employee. Such use may also pose safety and welfare risks to those who may come into contact with a student or employee using illicit drugs and/or alcohol on Kettering University property.**
4. **REHABILITATION PROGRAMS: Kettering University provides referrals for drug and alcohol assessment, treatment or rehabilitation programs.**

STUDENTS: Students may use the referral services provided by the Counseling Office located in the Wellness Center.

EMPLOYEES: Kettering University uses the services of Insight Recovery Center, a Genesee County organization specializing in alcohol, drug addiction and mental health treatment programs. Employees may voluntarily contact Insight's Hot Line phone number, 1-800-357-HELP any time day or night, for additional information or assistance. Employees may contact the Human Resources Director (9940) on a confidential basis for a referral to Insight.

5. **DISCIPLINARY SANCTIONS: Any student or employee who unlawfully possesses, uses or distributes illicit drugs and/or alcohol on its property or as part of any Kettering University activity will be subject to disciplinary sanction as outlined in the Student Handbook, the Employee Handbook, or the Faculty Handbook.**

Disciplinary action may include the mandatory completion of an appropriate rehabilitation program, expulsion or dismissal and/or referral by Kettering University for prosecution.

IMPORTANT

TELEPHONE NUMBERS

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| Jim Benford Chief - Campus Safety 5-700 Campus Center 762-9899 | Zelpha McKinnon Wellness Center 1-701 Campus Center 762-9650 |
| Campus Safety 2-000 Campus Center 762-9501 | P.A.S.S. Office Peers Assisting and Supporting Students Wellness Center 1-721 Campus Center 762-9558 |
| Dr. Joyce Shotick Associate Provost 3-100 Campus Center 762-9872 | Trisha Stommel Director of Residence Life Thompson Hall 762-9537 |
| Terry Love Associate Director of Counseling Wellness Center 1-726 Campus Center 762-7493 | Deborah Williams-Roberts Director of Counseling Wellness Center 1-724 Campus Center 762-9650 |
| | YWCA Sexual Assault Services 310 W. Third Ave Flint, MI 48502 238-SAFE |