

LINCOLN UNIVERSITY

Department of Public Safety

2016-2017



Annual Security & Fire Safety Report

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Mission Statement

The Department of Public Safety furthers the University's Mission as it relates to the safety of students, personnel and their guests while encouraging individuals to be responsible for their own safety and security, as well as the safety and security of University property. The Department of Public Safety provides the following services:

1. Prevention, detection, and investigation of criminal and non-criminal incidents.
2. Enforcement of parking/traffic rules and regulations.
3. Emergency and routine medical assistance.
4. Security services for University events.
5. General services and assistance to University personnel, students, visitors and guests.
6. Education about the services offered by the Department of Public Safety.

Although the Department of Public Safety has a number of functions, as a whole, it is a service organization, working hand-in-hand with all departments, to achieve the mission of Lincoln University.

Vision Statement

"Safety and Security" at Lincoln University "Is Everybody's Responsibility." The students, faculty and staff are active participants in identifying and undertaking reasonable and necessary measures to ensure the safety of all persons on campus as well as University property.



Clery Act

Lincoln University complies with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The Clery Act was signed into law November 8, 1990. This federal law requires all colleges and universities in the United States to report their crime statistics, campus security/law enforcement policies, and reporting procedures to the United States Department of Education and the campus community once a year. Colleges and universities in Pennsylvania have been reporting this information under The State College and University Security Information Act (Pennsylvania Act. #73) to the Pennsylvania State Police and the campus community since 1988. Campus crime statistics, along with an annual security and fire report are published annually by the Department of Public Safety. Data is collected primarily through the Public Safety Department's in-house reporting system, Informant 2000.

Lincoln University's full-time equivalent enrollment as of the fall of 2014 was 1,608 undergraduates at the Main Campus, eight at Coatesville and 164 graduate students at University City. There are approximately 428 full-time and part-time employees at the Main Campus, four at Coatesville and 11 at University City. The official university authority for reporting incidents or acquiring information concerning crime prevention and campus safety and security is the Department of Public Safety, office telephone 484-365-8139, on campus, dial 8139.

This manual serves as Lincoln University's Annual Security and Fire Safety Report and fulfills all federal and state requirements concerning the availability of crime statistics and security/law enforcement policies and procedures on the main campus, at University City and at Coatesville. Copies of the federal and state laws as well as university publications which meet the requirements of these laws, and campus crime statistics are available by request from the Department of Public Safety of Lincoln University. The complete Department of Education report, including crime and fire statistics, is available at <http://ope.ed.gov/security/index.aspx>. Click on "get data for one institution" then use Lincoln University and Pennsylvania as your search parameters. Additionally, crime statistics for the main campus reported to the Pennsylvania State Police are available at <http://ucr.psp.state.pa.us/UCR/ComMain.asp?SID=> Click on "Reports" and search for Lincoln University in the drop down list of colleges. University City reports crimes to the Philadelphia Police Department and Coatesville reports crimes to the Coatesville City Police Department

Who is responsible for Campus Safety?

Lincoln University's Department of Public Safety is a customer-focused, student-centered organization. This department has the primary responsibility for campus safety on the main campus, at University City and at Coatesville, however our jurisdiction in criminal cases is limited to the main campus.

The most prevalent crimes involve loss of property. Theft leads the list of crimes reported. We believe that most of these crimes are crimes of opportunity and are therefore preventable. Thus, the university supports a comprehensive crime prevention program, which includes Operation Identification (for valuables), personal safety awareness, escort services, and numerous publications designed to encourage individuals to take reasonable precautions. The bottom line is that individuals must take responsibility for themselves and their property by being aware of their surroundings, reporting suspicious persons or events and taking the time to lock doors when leaving their rooms or when sleeping. They must also take time to secure their valuables and avoid the practice of walking alone at night. Avoiding drugs and alcohol is another means of safe guarding yourself and your property.

What is the enforcement authority of the Lincoln University Department of Public Safety at the university's three locations?

The main campus is patrolled by armed, sworn police officers on a twenty-four hour basis. Lincoln University's police officers are commissioned by the Pennsylvania Municipal Police Officers Education & Training Commission (MPOETC). Their authority is contained in Pennsylvania statutes 53 P.S. § 2162 -71 P.S. § 646.1 and the Pennsylvania Rules of Criminal Procedure, Chapter 1, Part A, Rule 103. There are 20 uniformed Police Officers and eight Campus Security Officers in the Department of Public Safety. Campus Security Officers are not sworn police officers and are unarmed.

University City is patrolled by trained security officers who are employed by an outside agency. They work in collaboration with building officials, the Lincoln University Department of Public Safety and the Philadelphia Police Department.

Lincoln University's Coatesville location was acquired in July 2013. The area is patrolled on a regular basis by the Coatesville City Police Department, who work in collaboration with the Coatesville administration and the Lincoln University Department of Public Safety.

What is Lincoln University's policy on reporting criminal incidents to state and local police?

Lincoln University's Department of Public Safety handles criminal incidents on the main campus and, when necessary, coordinates investigations with outside agencies, including local, state, and federal law enforcement authorities. There are no bordering police departments and the state police have jurisdiction statewide, so no memorandum of understanding is required. Major criminal investigations are sometimes performed in conjunction with state and county investigators. At University City, jurisdiction over criminal complaints is within the sole jurisdiction of the Philadelphia Police Department. At Coatesville, jurisdiction over criminal complaints is within the sole jurisdiction of the Coatesville City Police Department. Information related to crime and criminal activity is shared, when appropriate, with other law enforcement agencies. The Department of Public Safety submits monthly reports from the main campus to the Pennsylvania State Police for use in the Uniform Crime Report.

What is Lincoln University's policy for the operation of motor vehicles on main campus?

Parking at Lincoln University is limited. All motor vehicles operated on Lincoln University property by students, staff, and faculty must be registered with the Department of Public Safety by Labor Day and January 10th of each academic year.

In order to register a motor vehicle on campus, the following information must be provided:

- transcript showing completion of 30 credits
- current driver's license & vehicle registration
- proof of insurance
- current state inspection

NOTE: Vehicles must be registered between 9 a.m. and 5 p.m., Monday-Friday.

Documents must bear the name of the individual registering the vehicle, or the parents/guardians of the student.

FRESHMEN ARE NOT PERMITTED TO HAVE VEHICLES ON CAMPUS.

What is Lincoln University's policy regarding employees or students with criminal records?

All applicants for employment must indicate on pre-employment forms if they have ever been convicted of a criminal offense. Signed waivers are required allowing the University to verify criminal record information provided. The University undertakes an individualized assessment of each applicant with a criminal background, considering information including the facts or circumstances surrounding the conduct and rehabilitation efforts. A criminal background is not an automatic bar to employment at the University. If the University discovers that an employee has been arrested or convicted of a criminal offense, the University reserves the right to review the information in relationship to the employee's current position and, if warranted, take appropriate action. A criminal record does not in all cases bar a student-applicant from admission to the University. Admissions procedures include other information that may be obtained from dean certifications, recommendations or interviews. Decisions are made on a case by case basis when a potential student has a criminal record. Students convicted of a criminal offense after admission are subject to the University's disciplinary process. The Disciplinary Board may assess sanctions from probation to expulsion, depending on the severity of the offense or existence of prior offenses.

What security measures does Lincoln University use in the maintenance of campus facilities, including landscaping, grounds-keeping, and outdoor lighting?

Residence halls and academic buildings are equipped with safety and security devices for the protection of students. Exterior lighting and landscaping has been designed for high visibility. All University facilities are maintained by the Physical Plant so as to minimize hazardous conditions. Malfunctions and other unsafe conditions are reported immediately to the Physical Plant for correction or repair. Public Safety officers perform regular tours of all buildings that are recorded electronically through the use of strategically placed wand buttons.

University City and Coatesville are also equipped with state-of-the art security systems. Entrances to the residence halls on main campus are monitored by surveillance cameras and main entrance doors are accessible only with electronic access cards. Residents are issued electronic access cards to gain entrance to their assigned residence hall.

How and when does Lincoln University inform the Campus about security matters?

Information relative to security matters and criminal activity is of major importance to the campus community. Safety/security presentations are delivered by Public Safety during every Freshman Orientation and at the beginning of each semester at each residence hall on campus. Other special security presentations are scheduled throughout the course of the academic year. Security information also is distributed to the campus community periodically through the use of printed material. The Department of Public Safety will periodically publish security information in the campus newspaper and newsletter, including statistical information about crime on campus. Criminal matters of a sensitive nature are reported immediately to the appropriate administrator (e.g. President, Vice President of Student Affairs) and to the campus community through special alerts.

CCTV

Lincoln University has a state-of-the art Closed Circuit Television (CCTV) system to view activity on the main campus. There are more than 300 digital cameras trained on most public areas of the campus. These cameras are observed 24-7 by members of the Public Safety Department. The purpose of CCTV viewing of public areas by public safety personnel is to deter crime and to assist the Department of Public Safety in protecting the safety and property of the University community. Video viewing for security purposes will be conducted in a professional, ethical and legal manner. CCTV shall only be viewed by members of the Department of Public Safety. Personnel involved in active video viewing will be appropriately trained and continuously supervised in the responsible use of this technology.



Campus Map



Emergency Response and Evacuation

The Lincoln University Department of Public Safety responds to major emergency situations in accordance with guidelines and procedures spelled out in the Lincoln University Emergency Response Manual, which can be found on the Public Safety Department section of the University's website at www.lincoln.edu. The President of the University or his designee is the overall strategic commander in emergency situations and the Director of Public Safety or designee serves as the University emergency coordinator. In the event of a major emergency, a siren will sound on the campus and members of the Lincoln University community will be notified of the nature of the emergency through the IRIS (Immediate Response Information System) Dispatch system by means of phone messages, text messages and e-mails. You can log in to IRIS Dispatch at https://www.irisdispatch.com/users/enroll/dsp_enroll.cfm?org_id=2681. Lincoln University will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or contain, respond to or otherwise mitigate the emergency. An emergency drill, including a test of the sirens and the IRIS notification system is conducted at least once each semester.

Timely Warnings

In the event that a situation arises, either on or off campus, that in the judgment of the Director of Public Safety constitutes an ongoing or continuing threat, a campus wide "Timely Warning" will be issued. The warning will be issued through the University e-mail system and the IRIS dispatch system to students, faculty and staff.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Department of Public Safety may also post a notice on the University web site at www.lincoln.edu/security/index.html, providing the University community with more immediate notification.

Anyone with information warranting a timely warning should report the circumstances to the Department of Public Safety by phone at extensions 8139, 7211, or 7212 or in person at the dispatch center inside Azikiwe-Nkrumah Hall.



How are Residence Halls secured and how are visitors admitted?

All persons are required to enter the residence halls through the main entrance at all times. Fire exits doors are patrolled regularly by Residence Life staff and Public Safety Officers to control unauthorized or illegal use. During non-visitation hours, access to residence halls is limited to residents. **PROPPING OPEN DOORS IS STRICTLY PROHIBITED.**

What employees are assigned to residence halls?

Residence halls are supervised by full-time Residence Hall Coordinators (RHC) who oversee all operational aspects of the residence hall. Student Resident Advisors (RA) are also assigned to each residence hall. The RA's receive training prior to the return of students each semester, including security training. Other training for RA's takes place on a regular basis throughout each semester. Police Officers and Campus Safety Officers (CSO) conduct routine patrols in the residence halls at all hours of the day and night.

Fire Safety

The Lincoln University Department of Public Safety is also responsible for fire safety on its campuses. The University has an excellent working relationship with local fire companies, who respond to all fire calls on campus. The dispatch center is capable of monitoring all smoke and fire alarms and officers conduct monthly fire drills in every campus building. Students are given instructions in their residence halls about proper procedures during fire drills. Students with disabilities will be specifically accommodated. Exit routes and evacuation locations are also posted in each building, advising residents where to assemble when the building is evacuated. Every residence hall room has a smoke detector, and fire extinguishers and fire alarm boxes are strategically located in every building. Tampering with fire safety equipment (e.g., covering up smoke detectors, pulling fire alarms and discharging fire extinguishers) is not tolerated and violators could face both University sanctions and criminal charges. If a fire occurs, students are instructed to leave hazardous areas per the evacuated routes and get to a predetermined location before calling 911 for help. They are to remain in that location so that the Residence Life staff can document that the student has left the building. Residence Life staff are instructed to pull the fire alarm as they are leaving the building if they can do so without risking their safety.

Fire Occurrences

During calendar year 2013, there were two (2) small, unintentionally set fires in the residence halls. One was in a bathroom sink and the other was in a trash can. Both were quickly extinguished. There were no fires reported in the residence halls during 2014. In 2015 there were two unintentionally set fires in the residence halls, both of which were quickly extinguished.

Does Lincoln University have a policy on portable electric appliances, smoking and open flames in student residence halls?

The Office of Residence Life performs regular health and safety inspections of residence hall rooms throughout the school year. The inspections are primarily designed to find and eliminate safety violations. They include, but are not limited to, a visual examination of electrical cords, sprinkler heads, smoke detectors, fire extinguishers and other fire safety systems. In addition, each room will be examined for the presence of prohibited items (e.g., sources of open flames such as candles, non-surge protected extension cords, halogen lamps, portable cooking appliances in non-kitchen areas, etc.) the inspectors also will check for signs of prohibited activity such as smoking, tampering with life safety equipment or possession of pets. The inspection also will include a general assessment of food and waste storage and cleanliness of the room. Prohibited items will be immediately confiscated and discarded or donated without reimbursement. Students are expected to read their student handbook and their University housing contract, which include the rules and regulations for the residence halls and to comply with those rules and regulations.

Complaints Against Police

If you have a complaint against a police officer or if you witness what you consider to be police misconduct, notify the supervisor on duty immediately. You should also notify the director or captain at your earliest opportunity.



What is Lincoln University's policy on reporting crime?

The Department of Public Safety's main task is to protect and serve the Lincoln University community, but this is something that we cannot accomplish alone. We need the cooperation of every faculty, staff, and student family member. Report all incidents or suspicious persons to Public Safety at extension 8139, 7211 or 7212. Something may not appear to be irregular, but it is better to be safe when in doubt. Public Safety Officers are trained to check all situations in a diplomatic manner. Your confidentiality will be observed if you request it.

As a property owner you have a monetary interest to protect your valuables; as an employee you have a responsibility to protect the University; as a human being you have a moral and personal interest in the maintenance of a physically safe environment for all to enjoy. Your participation in improving campus safety and security will prove beneficial to you, the University, and the entire campus community. Reporting crime and suspicious activity helps satisfy your obligation to yourself related to personal safety, while assisting with the protection of friends, classmates, and co-workers.

What is Lincoln University's policy regarding access to the University's facilities and programs by students, employees, guests and other individuals?

All individuals are required to possess and display valid identification upon request. All visitors are required to obtain a visitor's pass. When visiting the main campus, visitors must surrender a valid identification card at the Public Safety Office, and state their reason for visiting the campus. Faculty and staff who are expecting visitors should notify Public Safety at publicsafety@lincoln.edu prior to your visitor's arrival. Visitors will be issued a pass that permits them to proceed onto the campus. The visitor's pass must be returned in order for the visitor to retrieve his/her identification. At the end of each day, visitation passes and identification cards are checked to insure all visitors have left the campus. There is a \$5 charge for lost visitor's passes.

After clearing the campus of visitors at the end of visitation hours, access is restricted by the Public Safety Officer stationed at the main entrance to the campus to pre-approved functions. Frequent patrols for the purpose of checking for unauthorized individuals and vehicles are conducted by Public Safety Officers. Facilities are open to authorized individuals for programs approved by Lincoln University. All facility access is restricted to approved use only. The Department of Public Safety secures University facilities at the completion of the regular business day. Academic and administrative facilities are opened at the appropriate times on days they are scheduled for approved use, permitting free ingress and egress for faculty, students, staff and visitors. They are secured at the completion of the scheduled or approved periods of time each day. When a facility is secured, access is restricted to authorized individuals only through the Department of Public Safety. Unauthorized access is strictly prohibited and will result in criminal prosecution. Residence hall access is restricted to residents and their guests. Student, faculty, and staff residents on main campus are responsible for their guests while visiting. All vehicles entering/parked on campus must have either a student parking permit, a faculty/staff hang tag or a temporary parking permit, appropriately displayed.

What is the procedure for reporting crime or other emergencies and how does Lincoln University respond?

To report a criminal act, security related incident, accident, fire emergency or medical emergency, contact the Public Safety Department. This may be done by calling our office at extension 8139, 7211 or 7212, or stopping into our office at the Public Safety modular. There are also blue emergency phones located throughout the campus. At University City, crimes and other emergencies should be reported to the Philadelphia Police Department by dialing 911. At Coatesville, Coatesville City Police can also be called by dialing 911. When a report is received on the main campus, a Public Safety Officer will be dispatched to the location of the incident. In cases of medical or fire emergencies, off campus ambulance, fire and E.M.T. units are summoned by a Public Safety Officer. Lincoln University Public Safety Officers are trained in First Aid, AED and CPR. They will assist until emergency medical help arrives. On the main campus, we ask that you do not call an ambulance service or outside law enforcement agency directly. The outside agency will merely call Public Safety to verify or investigate all calls. Therefore, we recommend that you save time and call Public Safety first.

What is Lincoln University's policy on possession, use or sale of alcohol and illegal drugs?

Use or possession of alcoholic beverages by persons under 21 is illegal in Pennsylvania. All laws related to the possession of alcoholic beverages by persons less than 21 years of age are strictly enforced by Public Safety Officers. Additionally, Lincoln University has been declared to be a "dry" campus. Alcoholic beverages are prohibited on the campus. Students of any age using or possessing alcohol on campus will be referred to the University Disciplinary Board and are subject to an immediate interim suspension. Visitors in possession of alcoholic beverages will be asked to leave the campus. The sale of alcohol is strictly prohibited.

Use, possession or sale of illegal drugs, drug paraphernalia, and controlled substances prescribed by law, is strictly prohibited on University property. Violators will be prosecuted under Title 35 Pa. C. S. § 780-113. Penalties for illegal use or possession of controlled substances include a maximum prison sentence of three years. Penalties for illegal delivery of, or possession with intent to deliver, controlled substances include a maximum 15 year prison sentence. Students prosecuted for such offenses will receive an immediate interim suspension and will also be referred to the University Disciplinary Board. The Disciplinary Board recommends campus sanctions for violations of this nature up to and including expulsion.

What is Lincoln University's policy on possession and use of weapons?

Faculty, staff (except for police officers), students and visitors are prohibited from possessing weapons of any type on University property. The possession or use of explosives of any type, firearms of any type, knives not consistent with ordinary kitchen utensils, or other instruments designed for use as weapons, is forbidden anywhere on campus. A permit to carry a weapon does not excuse compliance with this policy. All violators may be subject to criminal prosecution and students are subject to suspension and/or expulsion.



What programs are available for informing students and employees about security enforcement procedures and crime prevention, and to encourage them to be responsible for their own safety?

The Department of Public Safety will make scheduled presentations related to security, enforcement, crime prevention, and personal responsibility at all Student Orientation sessions each semester. The Department also makes similar presentations each semester to all athletic teams upon their arrival on campus, and at Resident Advisor training. Various crime prevention and personal security-related printed information is made available to all students in the Student Union Building (SUB). Public Safety meets each semester with the Student Senate and with officers of the various bargaining units to discuss safety issues. Information is also conveyed informally through frequent visits to campus offices by Public Safety officers.

What is Lincoln University's policy for housing students during low occupancy periods, such as holidays and vacations?

All resident students must leave the campus during vacations and other holidays unless an exception is approved by the Director of Residence Life. Students are permitted to leave their property in their rooms during the winter break only if they have paid their room deposit for the spring semester on time. The University assumes no liability for loss or damage to property left in rooms. Students are strongly encouraged to purchase personal property insurance, renter's insurance, or place a "rider" on their parents' homeowner policy. Personal property insurance information can be obtained from the Office of Residence Life in the Student Union Building. All students' property must be removed from residence halls at the conclusion of the spring semester, or earlier if the individual ceases to be a student. Availability of housing for students enrolled in summer classes is determined prior to the beginning of each summer session. Whenever students are residing in a residence hall, the security policy is identical to that practiced during normal school semesters.

Student housing information

For complete information on student housing, including types of housing, policies on housing assignments and requests to change room assignments, please refer to the website of the Office of Residence Life at the following link: www.lincoln.edu/residence/index.html



What is Lincoln University's policy for housing guests, non-resident students, or others not associated with the University?

Arrangements for overnight guests must be made in advance with the Office of Special Events for the Guest House or with the President's Office for the Living Learning Center Guest Quarters. Invited guests are permitted only when approved, when space is available, and when the designated fee for room and/or board is paid. No unauthorized guest is permitted to stay in a residence hall room overnight. Unauthorized guests are dealt with as trespassers and the host must answer University disciplinary charges. Overnight visits by guests of the opposite sex who are not immediate family members are strictly prohibited. Students' guests must receive permission from Residence Life to stay overnight.

What is Lincoln University's policy concerning off-campus crime?

The Department of Public Safety works very closely with the Pennsylvania State Police, the Coatesville City Police and the Philadelphia Police Department who have jurisdiction in the areas in which the main campus, Coatesville and University City are located. The Department of Public Safety is also associated with Chester County Communications Centers who dispatch police and emergency equipment to the surrounding area, including Lincoln University, PA.

The Department of Public Safety is notified immediately by the above agencies in the event of any criminal activity that might impact the University community. Local police agencies also notify the Public Safety Department when they have contact with a student from the University. Students who engage in illegal off campus activity may be charged with a violation of the Code of Student Conduct. There are no university-recognized student organizations with non-campus facilities.

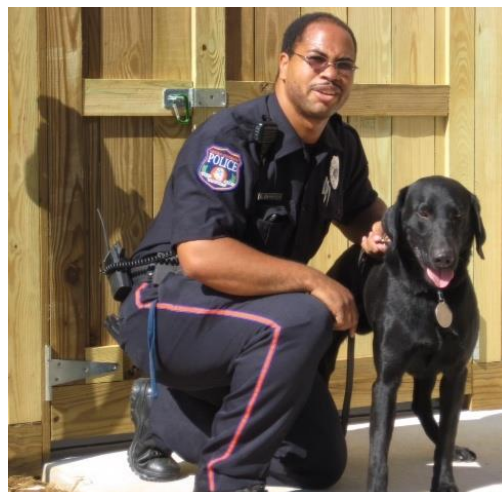
What drug and alcohol abuse educational programs are offered?

The Health Services Center and Counseling Services both offer drug and alcohol abuse programs each semester. The formats for these programs vary and will include the use of on-campus professionals, guest speakers and video presentations. Extensive literature in this area is made available in the Health Services Center and Counseling Services, including a 24 hour hotline number and local community support agencies.

Non-discrimination statement.

Lincoln University does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, employment, and admissions. The following person has been designated to handle inquiries regarding the non-discrimination policies:

- Gerard Garlic, Title IX Coordinator/Director of the Health and Wellness Center, room 126B, Lincoln University, 1570 Baltimore Pike, Lincoln University, PA 19352, phone: 484-746-0000



What programs are offered for education about and prevention of sexual assault, domestic violence, dating violence and stalking and what assistance is provided for victims?

Each semester, programs are offered that address sexual assault, rape, stalking, domestic & dating violence. Extensive literature is also provided related to these offenses, including contact information for the Domestic Violence Center of Chester County and the Crime Victim's Center of Chester County. The Title IX coordinator conducts primary preventive sessions at freshman orientation and First Year Experience classes. New employees become part of the annual primary preventive training conducted campus-wide by the Title IX coordinator. Public Safety conducts presentations related to these offenses each semester at Freshman Orientation, athletic team meetings, and residence hall meetings. Rape Aggression Defense (RAD) self-defense training is offered to anyone interested in learning how to defend themselves against violent crimes. Training is offered on safe methods of intervention by bystanders and others that might prevent these crimes from occurring. On the main campus, complainants who report these crimes are immediately put in contact with the Chester County Crime Victims Center or the Domestic Violence Center of Chester County. On-campus support services are also available through Counseling Services, the Chaplain's office and Health Services Center. Every effort is made to accommodate reasonable requests for academic and living adjustments. Immediate steps also are taken to avoid victim/suspect contact until the final disposition of the matter. Additional information about the University's efforts in this regard can be found at:

<http://www.lincoln.edu/studentaffairs/studenthandbook>

Public Safety Department
Title IX Coordinator
Counseling Services
Health Center
Women's Center
Crime Victims Center of Chester County Sexual Assault Hotline
Domestic Violence Center of Chester County hotline
Anonymous Tip Line

extension 7211, 7212, 8139
484-746-0000
extension 7244
extension 7338
extension 7839
610- 692-7273
610-431-1430
extension 7799

What is Lincoln University's policy for the reporting and prosecution of sexual assault, domestic violence, dating violence and stalking?

Lincoln University is committed to providing a safe and healthy environment to all members of our community. As such, all actions defined by the Clery Act as sexual assault, dating violence, domestic violence, and stalking will not be tolerated. Reports of these crimes should be made to the Lincoln University Department of Public Safety at 484-365-8139. **(More detailed information can be found in the Lincoln University Sexual Misconduct Policy).** Complainants should not tamper with, or remove anything from the immediate area of the incident, and should not tamper with or change any article of clothing worn during the assault. They should not wash any area of their body, douche, eat, drink, smoke or brush their teeth prior to being examined. This could result in destruction of evidence. They should not postpone reporting the incident to Public Safety.

Although the University strongly encourages members of its community to report violations of sexual assault, rape, stalking, dating violence and domestic violence, it is the victim's choice whether or not to make such a report, and victims have the right to decline involvement with the police. A student who would like to report one of these crimes has the right to pursue criminal charges through Public Safety and/or pursue disciplinary action through Lincoln University. Public Safety Officers will work in cooperation with the Chester County District Attorney's Office to conduct a thorough investigation. They will also notify other necessary authorities, and render personal assistance to the complainant. An independent investigation will also be conducted by the Lincoln University Title IX Coordinator. Anyone who is concerned that there may be convicted sex offenders in the area may obtain information on registered sex offenders from the Pennsylvania State Police at www.meganslaw.state.pa.us. Those within the campus community who are found responsible for sexual assault, dating violence, domestic violence or stalking are subject to University sanctions which can include but are not limited to suspension, expulsion and/or separation from Lincoln University. A complete list of possible sanctions can be found in the student handbook at <http://www.lincoln.edu/studentaffairs/studenthandbook>. The university will seek to reach a resolution within 60 days of the complaint and to resolve appeals within 21 days of filing.

What are the definitions of sex offenses, domestic violence, dating violence and stalking?

Domestic violence is a felony or misdemeanor crime of violence committed by:

- a current or former spouse
- a person with whom the victim shares a child
- a person who is cohabiting with the victim
- a person similarly situated to the victim by local domestic violence laws.

Dating violence means violence committed by a person who is in a social relationship of a romantic or intimate nature with the victim. The existence of the relationship shall be determined by the length of the relationship, the type of relationship and the frequency of interaction between the persons involved.

Stalking means engaging in of conduct directed at a specific person that would cause a reasonable person to:

- fear for his or her safety or the safety of others or
- suffer substantial emotional distress.

The multiple levels of sex offenses are defined in Chapter 31 of the Pennsylvania Crimes Code. Consent with regard to sexual activity requires both verbal assent and physical enthusiasm from a sober person (**see Lincoln University Sexual Misconduct Policy, page 7**). Domestic violence, dating violence and stalking are not defined specifically in the Pennsylvania Crimes Code; however, assault and harassment are defined in Chapter 27.

Lincoln University Bill of Rights for Victims of Sexual Assault & Crimes of Violence

- All students have the right to emotional and physical safety.
- All students shall be notified of counseling services available on and off campus.
- Victims shall be notified of options for changing academic and living situations.
- Victims may obtain a free forensic exam from a Sexual Assault Nurse Examiner without filing a police report or involving the police in any way.
- Students have the right to have sexual assaults investigated by the appropriate law enforcement authorities.
- Students have the right to be informed of the outcome of any criminal investigation.
- The Student Handbook outlines the University disciplinary process. Students have the right to know what sanctions the University can impose on the accused. Students found responsible for sexual assaults can receive sanctions up to and including suspension or expulsion. Accuser and accused have the same opportunity to have others present at proceedings.
- Both parties shall be informed simultaneously of the outcome of any disciplinary proceeding.
- In a University disciplinary hearing, victims have a variety of options for how they offer testimony, including video conference, phone, or with room partition.
- The Disciplinary Board will decide cases based on a “preponderance of evidence.”
- At no time can a victim be required to keep the outcome confidential.
- Victims have the right to know that any disclosure of a sexual assault made to a university employee can result in a report as an annual crime statistic.
- Students have a right to privacy and confidentiality.
- All students have the right to receive sexual assault education and information annually.
- Victims shall have the right to a victim advocate of their choosing.
- Victims shall have the right to STD and pregnancy testing and emergency contraception.
- Victims shall have the right to be informed of medical, mental health and crisis response services.



Crime Prevention

No community is 100% crime free. A university campus is not unlike any other community with the same problems and concerns. Although the incidence of serious crime at Lincoln is low, Public Safety encourages all members of the University community to learn good crime prevention habits. Most crimes are crimes of opportunity and can be avoided with a little planning and common sense. Good crime prevention is simply learning how to avoid becoming a victim. Public Safety recognizes the types of problems that occur on campus and designs its crime prevention programs to respond to these situations.

Residence Hall Security and Crime Prevention Tips

Always lock doors and windows in your room, apartment or house. A large percentage of all thefts on campus occur in unlocked residence hall rooms when the occupant has stepped out for “only a minute.” Hide cash, valuables, etc. in an out-of-the-way location known only to you. When you leave your room, close the windows and leave a light and radio on in your absence to give the impression the room is occupied. **DO NOT PROP OPEN DOORS.**

Serious crimes have been committed by people who entered residence halls through doors that were propped open. Place a rider on your homeowner’s insurance or purchase renter’s insurance to cover all items of value you bring to the university. For a small fee, you can protect yourself against major losses. Enroll in the Public Safety Department’s “Operation Identification.” You can register your valuables with the Public Safety Department and also have them engraved with an identifying number. This will help return your items to you quickly when they are located. It will also help your insurance company process your claim more quickly.

When you encounter a difficulty (trespasser, theft, damage, etc.) in your campus residence, immediately call Public Safety on extension 8139, 7211 or 7212. Even if it turns out to be a false alarm, it is better to be safe. If you receive a harassing or obscene telephone call, hang up immediately! The caller is seeking gratification. If the calls persist, notify Public Safety immediately and advise the caller you have notified the authorities. Maintain a log of all calls by date and time. We can trace these calls.

Limited Voluntary Confidential Reporting

Lincoln University Department of Public Safety encourages anyone who is the victim of a crime to promptly report the incident to the police. Because police reports are public records under state law, the Lincoln University Police Department cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other campus security authorities, including counselors at the Counseling Center and the University Chaplain.

Missing Persons

If a member of the Lincoln University community has reason to believe that a student who resides in a residence hall is missing, they should immediately notify Public Safety at 484-365-8139. Public Safety officers will generate a missing person report and initiate an investigation. In addition to registering a general emergency contact, students in residence halls have the option to identify confidentially an individual to be contacted by the University in the event the student is missing for more than 24 hours. If a student has identified such an individual, the University will notify that person no later than 24 hours after the student is determined to be missing. A student who wishes to identify such a contact can do so through Lincoln University’s Residence Life website. This confidential contact information will be available only to authorized campus officials and law enforcement officers. After investigating a missing person report, should the Public Safety Department determine that the student has been missing for 24 hours, Public Safety will notify the student’s emergency contact and also send all available information to surrounding police departments through Chester County Radio. The missing person will also be entered into N.C.I.C., a nationwide database available to every Police Department in the United States. If the missing person report is filed with another agency, Public Safety will provide that agency with whatever assistance is needed.

Lincoln University Crime Statistics & Crime Rates/Main Campus

PART I OFFENSES	2013 (Rate)		2014 (Rate)		2015 (Rate)	
Murder/non-negligent manslaughter	0	0	0	0	0	0
Forcible Sex Offenses	3	143	3	156	2	99
Non-forcible Sex Offenses	0	0	0	0	0	0
Robbery	1	48	3	156	2	99
Aggravated Assault	2	95	4	209	10	493
Burglary	2	95	4	209	5	246
Larceny	69	3292	80	4225	76	3747
Motor Vehicle Theft	1	48	0	0	1	49
Arson	2	95	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0

Crime Rates are per 100,000 FTE Students & employees

PART II OFFENSES	2013 (Rate)		2014 (Rate)		2015 (Rate)	
Other Assault	12	573	11	469	8	395
Forgery	0	0	1	52	0	0
Fraud	5	239	2	104	5	246
Embezzlement	0	0	0	0	0	0
Stolen Property	0	0	2	104	0	0
Vandalism	22	1050	12	626	12	592
Weapons Violations	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0
Other Sex Offenses	2	95	1	52	0	0
Narcotics	41	1956	20	1043	41	2021
Gambling	0	0	0	0	0	0
DUI	0	0	0	0	1	49
Liquor Law Violations	42	2004	30	1565	34	1676
Public Drunkenness	24	1145	22	1148	8	395
Disorderly Conduct	24	1145	51	2660	39	1923
Trespass	20	954	26	1356	24	1183
All Other Offenses	25	1193	34	1774	37	1824

Crime Rates are per 100,000 FTE Students & employees

TOTAL OCCURRENCES IN RESIDENCE HALLS

PART I OFFENSES	2013	2014	2015
Murder/non-negligent manslaughter	0	0	0
Forcible Sex Offenses	2	3	0
Non-forcible Sex Offenses	0	0	0
Robbery	1	1	1
Aggravated Assault	1	2	4
Burglary	1	3	3
Larceny - Theft	36	37	37
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Negligent Manslaughter	0	0	0

OCCURRENCES AT NON-CAMPUS BUILDINGS

	2013	2014	2015
PART I OFFENSES			
Murder	0	0	0
Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Larceny – Theft	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Negligent Manslaughter	0	0	0

OCCURRENCES ON PUBLIC PROPERTY

	2013	2014	2015
PART I OFFENSES			
Murder	0	0	0
Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Larceny - Theft	1	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Negligent Manslaughter	0	0	0

ARRESTS/REFERRALS FOR SPECIFIC OFFENSES

	2013	2014	2015
Liquor Law Violations	41/10	26/5	34/5
Drug Abuse/Narcotics	22/26	12/21	26/12
Weapons Violations	1/0	2/0	0/0

SEXUAL ASSAULTS & HATE CRIMES

	2013	2014	2015
Hate crimes	0	1	1
Sexual Assaults	5	4	2
Domestic Violence	1	0	0
Dating Violence	2	5	9
Stalking	0	1	0

Lincoln University Crime Statistics & Crime Rates/University City

	2013	2014	2015
PART I OFFENSES			
Murder	0	0	0
Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Larceny – Theft	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Negligent Manslaughter	0	0	0

ARRESTS/REFERRALS FOR SPECIFIC OFFENSES (UNIVERSITY CITY)

	2013	2014	2015
Liquor Law Violations	0	0	0
Drug Abuse/Narcotics	0	0	0
Weapons Violations	0	0	0

SEXUAL ASSAULTS & HATE CRIMES (UNIVERSITY CITY)

	2013	2014	2015
Hate crimes	0	0	0
Sexual Assaults	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

There was one incident of Disorderly Conduct reported at University City in 2014.

COATESVILLE

There were no offenses reported at the Coatesville location during 2014, the first year of operation, or in 2015.



Public Safety Modularity

1570 Baltimore Pike
Lincoln University, PA 19352
Main: 484-365-8139
Fax: 484-365-8115
On Campus, ext. 8139,7211,7212,7220

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484-365-8161

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Capt. Ruth A. Evans

Assistant Director

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