

SAFETY



FIRST

ANNUAL SECURITY AND FIRE SAFETY REPORT • 2025



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MESSAGE FROM THE PRESIDENT



Dear Members of the Duquesne University Community,

Safety is a top priority at Duquesne University. We are committed to hiring campus professionals who are prepared for anything. We are proud to have Chief of Police Eric Holmes, assistant vice president of public safety, at the helm of our Department of Public Safety. Chief Holmes's leadership here at Duquesne builds upon his 25 years in law enforcement, most recently as the City of Pittsburgh Police Commander and Chief of Staff. He is a nationally recognized expert in community-based policing and, here at Duquesne, he is committed to strengthening relationships within his team and across campus. He is also deeply committed to outreach and interaction with students, and has hosted several open conversation events with students on campus.

Chief Holmes leads a team of highly-trained, dedicated professionals within our Department of Public Safety who remain committed to the well-being of everyone who lives on, works at, or visits our campus. The Public Safety team includes the Police Department, Emergency Management and Threat Assessment, and Environmental Health and Safety. The Police Department itself includes 31 state certified police officers, four highly trained security officers and nine support staff. They

collaborate to direct emergency response and law enforcement efforts and to develop plans and programs for crime prevention and safety awareness.

In September of 2024, Duquesne University Public Safety was accredited as a Premier Agency by the Pennsylvania Chiefs of Police Association; our Public Safety Department is one of only three such university departments in the state to hold that distinction. The rigorous accreditation process ensures that our department members have extensive and ongoing training and exceptional qualifications necessary to work with and safeguard all members of our campus community. We greatly value their presence and their many contributions.

Please take time to read through this annual report, which outlines Duquesne's policies, procedures and programs related to campus security and fire safety. Together with our Department of Public Safety, all members of the Duquesne community can play a positive, active role in keeping our campus safe.

Thank you for your continued support of this important work.

Sincerely,

Ken Gormley
President

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MESSAGE FROM CHIEF ERIC HOLMES



To the Duquesne University community,

It is an honor and a privilege to serve as your Chief of Police and Assistant Vice President of Public Safety.

On behalf of the men and women of the Department of Public Safety (DUPS), which includes Police, Environmental Health and Safety, Emergency Management and Threat Assessment, and Public Safety Technology we are extremely proud to provide a safe environment in support of the Spiritan mission.

As your Chief my policing philosophy is one of collaboration and partnership building. Relationship based policing is the foundation of our work here at Duquesne University and relationships are built at the speed of trust.

The Duquesne University Police Department is exceptional due to the amazing staff we have working for this great University. The DUPD maintains and will strive to continue to maintain the highest professional standards. The Duquesne University Police Department is an accredited agency since 2009, through the Pennsylvania Chiefs of Police Association.

Our department consists of Act 120 Pennsylvania state-certified police officers, security guards, police communications operators, and civilian employees who work each day to prevent crime, and solve problems here on the Duquesne University campus.

We are dedicated to ensuring a safe campus by promptly responding to and deterring crime, addressing campus community concerns, and maintaining a proactive presence throughout campus.

We're at a critical crossroads for law enforcement, in a time where we, as public safety professionals, need to better understand the campus stakeholders we serve. As your Chief I am eager to hear your thoughts on how we can co-produce public safety at Duquesne University. With that said I will be forming a Chief's Advisory Board (CAB). I invite you to join as safety is a shared responsibility.

I ask that you take a moment to browse the website duq.edu/publicsafety to learn more about the DUPD and the many safety related programs offered.

Please feel free to contact me at holmese5@duq.edu, regarding campus safety issues, to join the Chief's Advisory Board, or share ideas related to ways in which we can improve our service to the members of the Duquesne University community together as a team. It's great to be a Duke!!

Be well and stay safe,

Eric



ANNUAL SECURITY AND FIRE SAFETY REPORT

This annual security and fire safety report is completed by the Department of Public Safety to be in compliance with the Pennsylvania College & University Security Information Act (May 26, 1988, P.L. 448, No. 73; and PA Leos. Serv. Act 1994-87) and with the U.S. Student Right to Know & Campus Security Act (Public Law 101-542) and Drug-Free Schools and Communities Act. Each institution of higher education in the Commonwealth of Pennsylvania is required to annually publish specific data relating to the number and per capita rate of certain types of crimes reported to have occurred at the institution, and the security measures that are in place to reduce the risk of criminal victimization for members of the community. Additionally, this report addresses requirements of the Jeanne Clery Disclosure of Campus Security Act.

In compliance with these requirements, Duquesne University is pleased to present the following information to all students, employees and applicants to the University. Requests for a printed copy of the report can be made by contacting the Duquesne University Public Safety Department.

DEPARTMENT OF PUBLIC SAFETY MISSION STATEMENT

The Duquesne University Department of Public Safety exists to serve and protect the University community and the environment that sustains and encourages moral and intellectual growth. We facilitate this goal by anticipating and preventing unsafe conditions and protecting individuals from the imprudent or illegal acts of others.

To do this, we seek out educated and motivated men and women and train them to function as University Police Officers. Our commitment is to improve the quality of life on campus. Conflict resolution is our primary goal, accomplished through mutual cooperation and understanding, or when necessary, through imposition of administrative or legal sanctions. Inherent in the application of these sanctions is that such actions shall be ethical, constitutional and humanistic.

SAFETY: A CAMPUS-WIDE EFFORT

At Duquesne University, safety is a campus-wide effort uniting the work of many departments, including the Department of Public Safety, the Office of Residence Life and the Department of Environmental Health and Safety. Together, these University departments strive to maintain a safe environment for all students, faculty, staff and visitors.

Department of Public Safety: Security and Law Enforcement

The Department of Public Safety is responsible for security and law enforcement on campus. The department employs 31 sworn police officers, four non-sworn security officers and nine non-sworn support staff.

University Police Authority & Training

Upon appointment by the Court of Common Pleas of Allegheny County as a Police Officer for the University, and, having taken and properly recorded the oath of office required by the Pennsylvania Constitution, University police officers are vested with all the powers of a police officer in this Commonwealth, in and upon, and in the immediate and adjacent vicinity of Duquesne University. This authority is derived from 22 Pa C.S.A. § 501

Police officers must successfully complete 758 hours of initial training at an approved police academy. The training curriculum is as mandated by the Pennsylvania Municipal Police Officers Education and Training Commission, and includes topics such as criminal law and procedures, patrol and investigation practices and techniques, firearms, human values and problems, first aid and physical training. An array of in-service training programs is presented to update and enhance the professional skills of the officers.

The use of weapons by University police personnel is governed by state law and by departmental regulation: members shall use their firearms only to protect their lives or the life of another when there is a clear and immediate danger to life, or to prevent grievous injury to themselves or another when a clear and present danger exists.

University non-sworn security personnel are not armed and do not have arrest authority.

Body Worn Cameras

The Duquesne University Department of Public Safety police officers and security guards have been equipped with Axon body worn cameras (BWC) to enhance the safety and professionalism of our interactions with the public.

Relationship with State and Local Agencies

The Department of Public Safety cooperates fully with local and state law enforcement agencies in cases involving both on-campus and off-campus jurisdictions, and when the resources of another agency can be used to facilitate the resolution of an investigation. In addition to these cooperative efforts, criminal incidents are reported to state and local police agencies by the Department of Public Safety at such times and in such forms as required by law. An ongoing dialogue is maintained between the department and local law enforcement agencies to disseminate information of pertinence to current investigations. Students involved in incidents off campus will be assisted as appropriate by the Department of Public Safety, including connecting the student with law enforcement from the proper jurisdiction. There is no written memorandum of understanding between the Duquesne University Police and Municipal or State Police agencies. The University has no

off-campus housing or student organizations that require monitoring by local police agencies.

As Duquesne University's campus is completely encompassed within the City of Pittsburgh, the Pittsburgh Bureau of Police have jurisdiction throughout the campus. The University police will request an investigation to be conducted by the Pittsburgh Bureau of Police for any incident of death or homicide, arson involving death, serious injury or extensive loss of property, the presence of any explosives/bomb making materials, and the sex crimes of Rape and Involuntary Sexual Intercourse. The role of the Duquesne University Department of Public Safety will be to secure the scene and provide whatever assistance the Pittsburgh Police may require during the investigation of these enumerated crimes.

The Duquesne University Department of Public Safety also works cooperatively with the various law enforcement agencies of the seven colleges and universities within the metropolitan area and is an active member of the University Crime Watch Coalition in Pittsburgh. Although we work closely with these other agencies, no written memorandum of understanding exists with these agencies.



The Duquesne University Department of Public Safety has been accredited by the Pennsylvania Chiefs of Police Association since 2009, meeting or exceeding the numerous professional standards set by this organization. There are approximately 1,117 police agencies in Pennsylvania. Of these agencies, 189 currently hold this accredited status. Only ten of these agencies are campus police agencies.

Security of and Access to Campus Facilities

Academic Buildings and Campus Facilities

During business hours, Duquesne University is open to students, parents, employees, contractors, guests and invitees.

In keeping with the liberal pursuit of higher education, the campus promotes the freedom of movement within the campus. Being a private institution, however, University officials retain the right to limit or exclude the access of any person.

The hours that academic buildings are open is determined by the Deans and Provost. Non-academic building hours are determined by the various department heads that use the particular building. Facilities will be secured according to schedules developed by the department responsible for the facility.

During non-business hours, access to all University (non-residential) facilities is by card access system monitored by the Department of Public Safety. Card access is only granted to specific individuals by the department chairs or department heads for their authorized building(s). Department of Public Safety personnel have card access to all University buildings.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic have security surveys conducted of them by the Public Safety Department's Security Systems Coordinator. These surveys examine security issues such as lock systems, alarms, lighting, landscaping and communications.

Office of Student Housing and Residence Life: Residence Halls

Through a combination of the latest technology, sound policies and highly trained staff, the University ensures the safety of its residents while still supporting their independence. The Office of Student Housing and Residence Life employs seven full-time professional Resident Directors, five full-time desk staff, 85 Resident Assistants, 75 Student Aides, and a Wellness Coordinator on-call and in-housing. These staff members are supported by the Assistant Vice President of Student Housing and Residence Life, the Director of Residence Life, two Assistant Directors of Residence Life, the Associate Director of Student Housing, a Housing Coordinator, four Housing Operations Assistants and the DU Cares Associate Director. Brottier Hall, McGinley Hall and St. Martin Hall front desks are managed by Lumina Communities.

Residence Life Staff – Continuous Training

Resident Assistants undergo an intensive ten day training period prior to the start of each academic year; this training includes a review of all University security policies and procedures related to the Residence Halls. Regular in-service training and staff development programs are conducted throughout the year to consolidate and enhance staff's knowledge. All other personnel are trained by the Resident Director of the building to which they are assigned at the start of their employment, along with an ongoing program of training and supervision.

At the beginning of each academic term and every time deemed necessary, Resident Assistants conduct floor meetings to review security enforcement, policies, and procedures. Resident Assistants also conduct many programs that focus on safety and utilize the resources available from the Public Safety Department and other law enforcement/public safety agencies.



Safety Measures in the Living Learning Centers

• Security Devices

The main entrance to each - Residence Hall employs a card access system and is monitored by Residence Life personnel 24 hours per day. The main entrance to each Residence Hall is locked from 1 a.m. until 6 a.m. each day and can be accessed only by residents of that building. All other entrances are locked and alarms are provided. Cameras monitor the public areas of the Residence Halls. The door of each student's room has a standard heavy duty dormitory-function entrance lock set, and the windows of each room have locks.

• Guest Visitation

Guests must be signed in by the resident of the Residence Hall they are visiting and must be escorted by their host at all times while in the building. Guests are required to present proper identification to the Desk Attendant when they are signed in, and may reclaim their identification only when they are signed out at the end of their visit. Guests not associated with Duquesne are subject to the same rules and regulations as Duquesne resident students.

Emergency Management and Threat Assessment: Plan, Prepare, Respond, and Recover

Through the Emergency Management and Threat Assessment (EMTA) Office, the University meticulously plans, prepares, and equips itself to respond and recover from threats or hazards that may impact students, faculty, staff, and visitors. The primary objectives encompass the preservation of life, protection of property, and the continuity of the University's academic and business operations. Emphasizing comprehensive planning, rigorous training, and regular exercises aligned with National Incident Management System (NIMS) and the Homeland Security Exercise and Evaluation Program (HSEEP) doctrines, the University ensures a safe and secure campus environment while fostering a resilient culture. Moreover, close collaboration with neighboring colleges and various regional, state, and federal partners ensures a coordinated and effective emergency response, contributing to a safer and more resilient University community.

Integrated Security Systems

The EMTA Office prioritizes a safe and secure environment for all students, faculty, staff, and visitors. Our Integrated Security Systems (ISS) play a vital role in achieving this goal. ISS oversees all electronic security components across the Duquesne University campus, maintaining a sophisticated infrastructure to ensure the safety and security of the entire university community. This includes the implementation of access control, CCTV, and other security applications throughout campus buildings and surrounding areas. These systems are rigorously monitored around the clock by the Duquesne University Police and the Duquesne University Police Communication Operators, ensuring proactive response and effective protection.

SAFETY: A CAMPUS-WIDE EFFORT

Emergency Management Team

The Emergency Management Team is a cross-departmental, collaborative group from the Universities' Departments, Offices, and Divisions who meet regularly to identify and prepare for a variety of possible emergency incidents. Furthermore, this group supplements the staff of the Department of Public Safety to staff the Emergency Operations Center (EOC) when needed.

Campus Community Risk Team

The Duquesne University Campus Community Risk Team (CCRT) is a multi-disciplinary team with members responsible for evaluating possible serious risks to the safety and well-being of the campus community and recommending countermeasures as appropriate. When the team receives reports from members of the campus community that an individual poses, or may pose, a threat to the campus community, or any member of the campus community, it makes an individualized assessment to determine what, if any, action to take to remove and/or mitigate the risk, either for a limited time or indefinitely.

A StormReady University

On May 6, 2024, Fred McMullen, Warning Coordination Meteorologist at the National Weather Service in Pittsburgh, presented Duquesne University with its designation as a StormReady University. This designation serves as a testament to Duquesne University's proactive stance on weather safety and preparedness within its organizational framework and underscores the institution's commitment to ensuring the safety and well-being of its community members.

Achieving this recognition necessitated the fulfillment of rigorous criteria. Among these requirements were the establishment of a 24-hour warning point and emergency operations center, the implementation of diverse methods to receive severe weather warnings and forecasts, the development of a system for monitoring local weather conditions, the hosting of community seminars to enhance public readiness, and the formulation of a comprehensive hazardous weather plan. This plan includes the training of severe weather spotters and the execution of emergency exercises.



StormReady University

The University embarked on the journey toward StormReady designation by submitting its application on February 26, 2024. Following diligent review, verbal confirmation of approval was received on March 6, 2024.

With this accomplishment, Duquesne University stands alongside the University of Pittsburgh and Carnegie Mellon University as the only three StormReady-designated universities in Allegheny County. Moreover, it joins a prestigious cohort of only eight colleges or universities within Pennsylvania to have earned this designation.

This achievement underscores Duquesne University's unwavering dedication to weather safety and preparedness, further solidifying its role as a leader in fostering a culture of safety within its community.

Office of Environmental Health and Safety: Protection of Life, Property, and the Environment

The Office of Environmental Health and Safety (EHS) plays a crucial role in ensuring the well-being of individuals and the environment across campus. The primary mission of EHS is to promote a safe and healthy environment by managing risks and ensuring compliance with environmental, health, and safety laws, as well as professional standards and codes. EHS collaborates with various internal and external departments/stakeholders and assists the University to meet these requirements by developing safety programs, overseeing safety trainings, conducting inspections, and maintaining open communication. EHS abides by the University Environmental Health and Safety Policy (The Administrative Policy, TAP #29).

Environmental Health and Safety Laws

Environmental health and safety laws encompass a wide range of regulations and standards designed to protect human health and the environment from hazards associated with various activities. These laws are enforced at the federal, state, and local levels and cover a variety of areas, including air and water quality, hazardous waste management, chemical safety, workplace safety, emergency response, and more. EHS tracks developments in environmental health and safety laws and regulations, and determines which of these requirements apply to campus activities. EHS collaborates with faculty and staff to assure safety across campus, including the research and teaching laboratories. Regular program reviews, safety training sessions, and inspections are performed to ensure compliance.

Laboratory Safety

Laboratory safety within the teaching and research labs is essential for protecting personnel, property, and the environment from hazards associated with laboratory work. Effective laboratory safety involves understanding and implementing a wide range of practices and regulations designed to minimize risks including chemical safety, personal protective equipment, laboratory safety equipment, fire safety, biological safety, radiation safety, emergency preparedness, good laboratory practices, waste management, etc. By implementing key components and practices, laboratories can maintain a safe working environment, prevent accidents, and ensure compliance with regulatory requirements.

Safety Leadership at Duquesne

There are several safety committees on campus, with the two primary committees being the Labor/Management Safety Committee and the Laboratory Safety Committee. A safety committee plays a crucial role in promoting and maintaining a safe workplace. By incorporating diverse perspectives and expertise, these committees effectively identify hazards, develop strategies to mitigate risks, and foster a culture of safety within the organization. Key activities such as regular meetings, thorough incident investigations, proactive safety inspections, and ongoing training are essential to their success. Workplace safety leadership at Duquesne aims to involve staff at all levels, ensuring representation that reflects the University's diversity.

Labor/Management Safety Committee

The Labor Management Safety Committee was established by Facilities Management in an effort to integrate staff and line workers to prevent injuries, accidents, and illnesses. The committee has diverse representation from 11 departments and consists of representatives from EHS, Faculty, Grounds, Housekeeping, Human Resources, Maintenance, Parking, Public Safety, Receiving, Residence Life and Risk Management. The committee follows standard agenda items including monthly sub-committee hazard inspections of buildings, budget for campus safety concerns, accident reporting and mitigation, campus safety suggestions and awards, new and old business, and safety trainings.

Laboratory Safety Committee

A Laboratory Safety Committee (LSC) is a specialized group dedicated to overseeing and enhancing laboratory safety. The committee's role is to develop, implement, and monitor safety policies and procedures to ensure a safe working environment for all laboratory personnel. By bringing together a diverse group of stakeholders, the committee can effectively identify hazards, develop safety policies, conduct training, and foster a culture of safety. The committee has diverse representation from 13 departments and consists of representatives from Animal Care, Biology, Biomedical Engineering, Chemistry, EHS, Facilities, Management, Instrumentation, Nursing, Office of Research, Osteopathic Medicine, Pharmacy, Physics, and Physical Therapy. Regular meetings, thorough incident investigations, proactive safety inspections, and ongoing education are crucial activities that contribute to the committee's success in ensuring laboratory safety.



SAFETY: CAMPUS SERVICES AND PROGRAMS

Campus Security Services

Campus Patrols

Police Officers and security guards regularly patrol campus and adjacent streets by vehicle and on foot. Public Safety has six marked patrol cars.

Safety Escort Service

In order to ensure peace of mind when it is necessary to walk alone, any student, staff or faculty can request a personal safety escort from Public Safety to or from his or her car, residence hall, academic building or office. To request a safety escort, dial 6002 from an on-campus phone or call 412.396.6002 from an off-campus phone or cell phone.

Security Cameras

Public Safety operates a number of 24-hour security cameras throughout campus to assist in crime prevention.

Card Access System

A card access system is currently being used in all academic buildings on campus as well as all of the Residence Halls. It is designed to give access to authorized persons and to document the date and time the card was used as well as the location used.

Code Blue Emergency Service

The Code Blue is a stand-alone interactive voice security station with integrated area lighting and interactive voice technology. The system is designed so that when the single button is pushed, the unit will automatically and immediately contact Campus Police. Simultaneously, this activation will automatically activate the blue light flashing at no less than 60 times per minute. Immediately after establishing the phone connection with the Campus Police, the communications device will send a signal to the Campus Police indicating the location of the activated station. Once the system is activated, it allows you to have hands free communication directly with the Campus Police. Code Blue phones are located at the following areas:

- Bluff Street near Rooney Field
- College of Osteopathic Medicine Building Parking Lot
- Locust Circle near Gumberg Library
- Shingiss Street at Rockwell Hall
- Gibbon Street at Magee Street
- Locust Street at McNulty Drive near Rangos School of Health Sciences

- Fisher Hall Sky Walk
- Power Center at Forbes Avenue
- Along Fifth Avenue corridor of campus from 718 to 1206 (4 total)
- Academic Walk between Rockwell Skywalk and the Ring
- Lordes Grotto
- McGinley Hall near Magee Street and in the rear of the building

Panic Alarms

Panic alarm buttons have been installed within the Gumberg Library, the Law School Library, the Student Union, Pappert School of Music, and many of the bathrooms throughout campus. These panic buttons permit a person experiencing an emergency to directly alert the campus police for an immediate response.

South Side Shuttle

The South Side Shuttle offers transportation services from campus to the South Side for students, faculty and staff throughout the fall and spring semesters. A student ID is required. For complete information visit duq.edu/about/our-campus/parking.

Weekend Loop Buses

Duquesne's Student Government Association provides free weekend shuttle service for students to popular area attractions, such as the Waterfront, Southside and the Strip District. Proper student I.D. is required. Visit duq.edu/about/our-campus/parking for a service schedule.

Bicycle Racks

As Duquesne University and our students continue in environmentally friendly 'green' efforts, bicycle racks have been installed throughout the campus. Students are highly encouraged to obtain a high-quality locking device and use the designated racks for the security of their bicycle. Bicycles that are not secured in approved areas, or that are abandoned, may be removed by Public Safety. Pittsburgh has become an increasingly 'bike friendly' city, with many miles of bicycle trails nearby to campus. There is a Bicycle Storage room in Des Places Hall for student use. Students interested in reserving a space should contact the Des Places Office at 412.396.2474.

Visitor & Guest Arrangements

With the exception of certain events which are open to the general public and advertised as such, the University's facilities and programs are generally intended for the use and benefit of the students and employees of the University. Visitors and guests seeking to utilize University facilities are expected to make prior arrangements with the appropriate University office, and their privilege to use these facilities is determined by the University regulations then in effect. Visitors and guests to the University's residential facilities must be registered and escorted by their host while in the residence facilities.



Counseling Center Services

The University Counseling Center provides free and confidential counseling services to Duquesne students. Counseling is confidential, and may be short-term or long-term depending on the person's needs. Please contact the Counseling Center at x6204 or visit duq.edu/life-at-duquesne/health-recreation-wellness/counseling-services for detailed information on their services.

Spiritan Campus Ministry

Spiritan Campus Ministers are trained professionals, lay and ordained men and women, who are available to serve the needs of Duquesne students, faculty and staff, especially concerning faith, relationships and life issues. Please contact the Spiritan Campus Ministry staff at x6020 or visit duq.edu/social-impact/mission-and-spiritan-values/spiritan-campus-ministry. Pastoral counseling is coordinated with the University Counseling Center.

DU Cares

Duquesne University is committed to providing a drug-free environment for its students, faculty, and staff. Duquesne complies with the Drug Free Schools and Communities Act and the Drug Free Workplace Act, including by providing educational awareness and prevention programs to students, faculty, and staff regarding the risks of improper or illegal use of drugs or alcohol, as well as enforcement of all laws regarding drugs and alcohol. More information is located in Tap No. 32: Drug-Free and Alcohol-Free Working and Learning Environment and the University's Student Handbook. Additionally, the Department of Public Safety offers a Drug and Alcohol Abuse Awareness program, while a more intensive program of services are presented by DU Cares. Please call 412-396-5834 or visit duq.edu/life-at-duquesne/student-services/du-cares.php for detailed information about DU Cares. Employees may use the Employee Assistance Program for drug or alcohol concerns; help is available 24 hours a day, every day by calling 1.800.327.7272.

Safety Tips

A number of safety and security measures are listed below:

- NEVER leave your purse, computer, books or other valuables unattended – even for just a moment.
- ALWAYS lock your residence hall door and your car door; never leave valuables in plain sight.
- Don't walk alone at night and avoid short cuts or isolated areas.
- Stay away from isolated ATM locations.
- Have your keys ready as you approach your car or residence.
- If you suspect you are being followed, go to the nearest business and ask someone to call the police.
- Use the buddy system at parties or events. Exercise personal safety with respect to consuming alcohol.
- Always be aware of your surroundings and follow your gut instincts; if your intuition tells you that you are at risk, try to leave the situation quickly.
- Never hesitate to call campus police at 412.396.2677 — we are always here to help you!



Captain Egan's swearing in ceremony

Campus Community Risk Team (CCRT)

The CCRT is a multi-disciplinary team with members from Academic Affairs, Residence Life, Campus Police, Student Conduct, Campus Ministry, Center for Student Wellbeing, Human Resources, Legal Affairs, and others as needed. It is responsible for evaluating possible serious risks to the safety and well-being of the campus community and recommending risk mitigation measures as appropriate.

Emergency Medical Services

Duquesne University students have access to excellent emergency medical services. All uniformed officers in the Department of Public Safety are CPR, AED and First Aid certified, several being CPR and AED instructors. All police vehicles, residence halls and academic buildings are equipped with AEDs and Stop the Bleed Kits. Duquesne University Health Service is staffed with professional health care personnel to handle routine medical issues. Emergency medical calls are answered by police officers and Pittsburgh Fire Department first responders; if the medical emergency is of a severe nature, the Pittsburgh Emergency Medical Service (EMS) paramedics quickly respond to campus. Emergency medical care is immediately available 24 hours a day, seven days a week on campus. Additionally, Duquesne University is blessed to have a Level 1 Trauma Center and Comprehensive Burn Center (UPMC Mercy Hospital) immediately adjacent to our campus, located at Locust and Stevenson Streets.



A Glimmer of Hope Pink Benefit



Missing Student Emergency Contact Policy

In keeping with federal law, 20 U.S.C. § 1092j, the Office of Residence Life will initiate the following missing student notification policy. This policy is designated for those students living on campus. In the event of a report of a missing student, Residence Life staff will also work directly with the Duquesne University Police Department. The purpose of having a listed Emergency Contact is to be able to verify cases in which a person may not be missing but has voluntarily left his or her residence. Reports of a missing resident student should be made immediately to either the Office of Residence Life or the Department of Public Safety.

1. Each student residing in the Residence Halls has the opportunity to list an Emergency Contact by completing an Emergency Information Card. Students will be encouraged to notify the Emergency Contact that he or she has been designated as such. This information is maintained by and accessible to the Office of Residence Life staff who will implement this policy.
2. If the student has been determined missing by the Duquesne University Police, the Missing Student Protocol will be implemented. An attempt to notify the listed Emergency Contact will be made if a student is missing for 24 hours and the Duquesne University Police will be notified for all missing person reports.
3. At any point during the student's enrollment, he or she may choose to register or change confidential contact information with the University by notifying the Office of Residence Life. This information is confidential but may be released to the Duquesne University Police and staff as necessary to carry out the purposes of this policy.

Missing Student Protocol

1. Residence Life staff will immediately contact the University Police and the Vice President for Student Life when a student is reported missing.
2. When the Office of Residence Life is notified that a student may be missing, appropriate steps will be taken to locate the student. These steps include, but are not limited to:
 - Attempt to make contact with student via email, cell phone, visit to room.
 - Seek information from Resident Assistant, roommate, floor-mates and friends
 - Verify student DU Card use within last 24 hours.
 - Verify student meal plan use within last 24 hours
 - Contact Academic Advisor to determine class attendance.
 - Contact coaches, Greek or other student activity advisors, etc., as appropriate.
3. Exchange information with University Police regarding our respective investigations.
4. If the student is under the age of 18 and not emancipated The Office of Residence Life will be responsible for notifying the custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying an additional contact person designated by the student. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, the Duquesne University Police will inform the appropriate law enforcement agency that has jurisdiction in the area within 24 hours that the student is missing.
5. The University Police will be responsible for notifying the appropriate law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.
6. The Office of Residence Life staff will serve as support personnel when a student is determined missing and make appropriate contacts within the University. Offices to be notified include: Resident Director, Executive Vice President for Student Life, University Police, Dean and/or Academic Advisor, Division of Marketing and Communications and any other offices relevant to the missing student.

SAFETY AND PREVENTION PROGRAMS

The following are free* program topics offered through Public Safety open to both students and employees. All services are offered at least once per semester. Programs are also available upon request to the Department of Public Safety. Students and employees are encouraged to be responsible for their own security and the security of others:



Cops and Chefs 2024

Sexual Assault Awareness and Prevention

This program is designed to increase awareness of rape, acquaintance rape, and other forcible and non-forcible sex offenses. This program discusses what constitutes 'consent', and drug and alcohol-facilitated sexual violence. Included is a discussion of potential outcomes of sexual assault, including physical and emotional harm, and the importance of medical treatment and evidence collection. This program also provides information on how a victim of sexual violence may report incidents to campus authorities and law enforcement. Information on resources available to assist a victim in the healing and recovery process is also offered. A component of this program includes bystander intervention as a means of prevention.

First Aid/CPR/AED Classes

The Department of Public Safety has seven American Red Cross First Aid/CPR Instructors on staff. These classes meet BLS Requirements. All interested parties should contact Captain Michael Kyrk at 412.396.4935.

Stop the Bleed

A national campaign, Stop the Bleed encourages bystanders to become trained, equipped and empowered to help bleeding victims in an emergency before professionals arrive on scene.

Basic Active Shooter/Assailant Survival Skills

In conjunction with Human Resources, this is an awareness training that discusses "Run, Hide, Fight" from the FBI. The focus is centered around self-awareness and actions that can be taken during Active Shooter incident.

Safe in the City

This program is designed to make community members aware and more comfortable in their surroundings in a densely populated urban environment. Taught by officers of Duquesne University Police, several safety tips are presented in a discussion session.

Drug and Alcohol Abuse Awareness

This program addresses risks associated with the use of alcohol and other drugs. Lifestyle choices and available resources are discussed. A component of this program includes bystander intervention as a means of prevention.

Rape Aggression Defense System (RAD) and Self-Defense Awareness and Familiarization Exchange Program (SAFE)

RAD consists of a 12-hour program, while SAFE offers a two-hour condensed program, that teaches awareness, prevention, risk reduction and avoidance while progressing to the basics of a more hands-on defensive training. Certified RAD instructors teach defensive concepts and techniques against various types of assault by utilizing effective and proven self-defense and martial arts tactics. A component of this program includes bystander intervention as a means of prevention.

Child Safety Seat Inspection

Police officers specifically trained in the correct installation and use of infant/child safety seats will conduct inspections and instruct on proper use and application.

Workplace Violence Program

This program features a video and discussion to help prepare staff and faculty on what to expect during a workplace violence incident and what they can do to help our students in such a situation. A similar version is presented for students which includes 'hands-on' demonstrations of options to consider in protecting themselves in such a situation.

Relationship Violence Program

This new program will define and discuss three aspects of relationship violence: domestic violence, dating violence and stalking. Recognition of signs of abusive behavior and how to avoid potential violence or abuse, will be presented. Information on Pennsylvania's 'Protection From Abuse' (PFA) Orders, Sexual Violence Protection (SVP) Orders, Protection From Intimidation (PFI) Orders, and student protective orders under the Office of Student Conduct will be discussed, as well as possible criminal or disciplinary sanctions. A component of this program includes bystander intervention as a means of prevention.

* There is a minimal charge for First Aid/CPR/AED Certification.

For complete descriptions of each topic, please visit duq.edu/public-safety. To schedule a program or inquire about a topic not on the list, please contact the Crime Prevention Coordinator, Captain Michael Kyrk, at 412.396.4935.

SAFETY: UNIVERSITY POLICIES AND PROCEDURES

Compliant with the Clery Act, the University must disclose the following policies and practices:

Reporting a Crime

Main Campus

Members of the University community are urged to immediately notify the Department of Public Safety of any criminal activity or other emergency that occurs on campus. Department of Public Safety personnel will respond quickly and initiate whatever action is necessary to resolve the emergency, including the activation of off-campus police, fire or medical agencies when appropriate. A special 24-hour emergency number, 412.396.COPS (2677), has been designated and advertised throughout the campus community, in addition to the city's 911. The University encourages accurate and prompt reporting of all crimes to the Duquesne University Police and the appropriate police agencies, when the victim of a crime elects to or is unable to make such a report.

Crime Reporting

To encourage the prompt reporting of all crimes, it is University policy to honor the requests of witnesses and victims who wish to keep their identity confidential, to the degree permitted by the various laws governing university investigations. The purpose of a report is to take some steps to ensure the future safety of the reporting person and others while protecting her/his identity. The University can use such information to keep accurate records about the number of incidents, look for patterns concerning location or methods of operation, alert the campus community to potential danger, and for the purpose of making timely warning reports and including the incident in the annual crime statistics. If a victim wishes to file a report, they may contact one of the following campus officials that are designated as "Campus Security Authorities": the Vice President of Student Life, Director of Residence Life, Title IX Coordinator and Director of Sexual Misconduct Prevention and Response, professional counselors within the University Counseling Center, Director of Greek Life, Office of Student Conduct Director, Athletic Department Director, Student Health Service Director, and the Deans of the various schools of the University. When requested, confidentiality will be protected to the greatest extent possible in keeping with the obligation to conduct a thorough investigation and providing a safe environment for the entire campus community.

Only Pastoral Counselors and Professional Mental Health Counselors functioning within their role as a counselor are completely confidential Campus Security Authorities. Although there is no written policy, both pastoral and professional counselors may inform those persons being counseled of the procedures to report crimes, either to the police or confidentially.

Campus Security Authorities are trained annually in their responsibilities to report statistical crime information to the Department of Public Safety, and to alert Public Safety in circumstances when an Emergency Notification or Timely Warning must be issued. The University will not permit retaliation against anyone who, in good faith, brings a complaint of acts of aggression, harassment or violence or serves as a witness in the investigation of a complaint of campus violence.

Methods of Communicating Emergencies or Criminal Events to the Campus

It is the policy of Duquesne University to provide timely information of emergencies or criminal events to our students and employees. We do so through one or more of three primary methods: emergency notifications, timely warnings or public safety advisories.

Emergency Notifications

The most serious crime or situation that can occur at Duquesne University is one which is an immediate threat to the health and safety of students, employees and visitors to the campus — in the event of an immediate life-threatening emergency having potential to endanger others in the DU Community an Emergency Notification will be issued. Such a life threatening emergency may manifest itself as a gunman on campus, an explosion in a building, a poisonous gas release in a building, or even a natural threat such as a tornado. It is the duty of the Department of Public Safety to confirm the threat and attempt to reduce this immediate threat to life by giving warning to the campus of such threat as quickly as possible. It will be issued by Duquesne University, without delay, unless issuing such notification will in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.



In such an emergency, the decision to issue a DU Alert is the responsibility of the most senior police officer present on campus during such emergency. Notification will begin as quickly as possible and may use one or all of these methods:

- DU EMERGENCY ALERT
- Outdoor Warning Siren System
- Mass e-mail, DU Daily and the University website
- Campus Hotline: x1700 from campus phone or 412.396.1700. (Recorded message regarding cancellations, delays or emergency issues)
- Local/Regional radio, television
- PA System built into siren control of each police vehicle
- "Bullhorn": handheld PA devices or by personal communication

DU Emergency Alert

A DU Emergency Alert is a message notification from the DU Department of Public Safety using an automated notification system to advise you of a life threatening emergency, disaster or major interruption of the campus operations so that you can self-evaluate your safety at your location to enable you to avoid or escape danger. Follow-up information will be provided to update you on the emergency as it becomes available. This system will be utilized in addition to Duquesne's other emergency mass communication methods. Names of victims and witnesses are kept confidential, and will not be identified in an Emergency Alert.

All students are automatically enrolled in the DU Alert System. Faculty and staff are encouraged to subscribe in order to receive such notifications. If you do not wish to receive DU Alerts, you can opt-out anytime by visiting duq.edu/alert. However, we strongly encourage students to remain enrolled to stay informed about critical safety information on campus. Emergency message are sent to all subscribed users.

Subscribers to the DU Emergency Alert system will receive an alert via the following methods:

DU Emergency Alert	DU Emergency Alert:
DU Emergency Alert	Voice and text messages to cell phone
DU Emergency Alert	DU Emergency Alert:
	Voice message to your land-line phone

Outside Warning System

The University has an Outside Warning System for immediate notification in the event of an emergency. The Outside Warning System emits a tone and a voice message announcing the nature of the emergency. The system is intended to warn people outside campus buildings of a life threatening emergency or disaster. They may not be heard throughout the entire campus and inside buildings. This system is tested at least once per semester.



PB&J 2024

Timely Warnings

The Department of Public Safety issues a timely warning when a Clery crime, occurring within Clery geography, poses a serious or on-going threat to the campus community. A Timely Warning may be made by various methods, including emails and text messages. Issuing a timely warning is a group process involving the Assistant Vice President of Public Safety and the Vice President of Marketing and Communications, and the University's President. Names of victims and witnesses are kept confidential, and will not be identified in a timely warning. The list of Clery crimes may be found on page 40.

Public Safety Advisories

Special notices may be issued by the Department of Public Safety to alert the campus community, or affected segments of the community, to incidents of or perceived patterns of other criminal offenses not necessarily covered by the Clery requirements, such as thefts or panhandling. Such advisories may be given campus-wide or to only affected areas, such as a particular building or garage.

Daily Crime Log

The Department of Public Safety maintains a log of all criminal incidents reported to the department. The daily crime log includes the date and time the report was received, the date and time the incident occurred, the nature of the offense, the location of the offense and the disposition if available. Victim information will not be identified in the daily crime log. The daily crime log is available for public inspection at the Department of Public Safety.



St Anthony's Christmas Celebration

Public Record of Sex Offender

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the Duquesne University Department of Public Safety is providing a link to the Pennsylvania State Police Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries on a vocation or is a student. In the Commonwealth of Pennsylvania, convicted sex offenders must register with the Pennsylvania State Police Sex Offender. Information provided by the Pennsylvania State Police under Section 1407 (j) of Title 42 U.S. Code, concerning registered sex offenders subject to community notification, may be obtained in the office of the Duquesne University Department of Public Safety or at the Pennsylvania State Police website www.pameganslaw.state.pa.us.

Notice of Disciplinary Outcomes

It is the policy of Duquesne University to disclose to the alleged victim of a crime of violence or a non-forcible sex offense (as defined by the Family Educational Rights and Privacy Act), the report on the results of any disciplinary proceeding against a student (including student conduct proceedings and/or sexual misconduct proceedings) who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of the victim shall be treated as the alleged victim for purposes of this paragraph.

Weapons Policy

All visitors and members of the campus community are prohibited from possessing or carrying weapons of any kind while on University property, regardless of whether they are licensed to carry the weapon or not. Such prohibition extends to individuals having weapons in briefcases, purses, tool boxes, personal vehicles, or other personal property or effects.

The only exceptions to this policy are:

- A.** Firearms in the possession of University police officers;
- B.** Firearms in the possession of on-duty law enforcement officers;
- C.** Legal chemical dispensing devices that are sold commercially for personal protection.

University sanctions will be imposed on offenders as appropriate and, in addition, criminal charges may be filed.

For the purposes of this policy, "weapons" include (a) firearms, such as handguns, shotguns, rifles, pellet guns, machine guns, stun guns, tasers or electronic stun weapons; (b) explosives, such as bombs, grenades, blasting caps or other containers containing explosive substances; and (c) other equipment, material, and devices that, in the manner they are used could ordinarily be used, or are readily capable of causing serious bodily injury. The items described in clause (c) include, but are not limited to, knives (except small personal pocket knives with folding blades that are less than three (3) inches long), brass knuckles, clubs or chains.

Please refer to TAP 48 Weapons and Violence - Campus and Workplace.

Criminal History

It is the procedure of the University that all new employees must undergo a pre-employment screening process that has certain minimum elements and additional aspects depending on the nature of the duties involved. This procedure applies to all new hires as full-time administration, staff and faculty employed by the University. Students who hold full-time employment at the University must undergo the same prescreening process. The application for admission to Duquesne University does request information concerning any previous criminal conviction. The University recognizes its responsibility to ensure the safety of the campus community and will evaluate enrolled students' status in the event of their criminal conviction in public court.

Alcohol and Drug Policies

Duquesne University is committed to the Drug-Free Schools and Communities Act. All matters relating to alcohol are governed by the Pennsylvania Crimes Code and related statutes. No person under 21 years of age is permitted to purchase, consume, transport or possess an alcoholic beverage. Students 21 years or older may keep or consume alcoholic beverages within their individual residence hall rooms, or at social functions on campus where permission to dispense and consume such beverages is granted by the University. All violations of the University alcohol policy may be subject to criminal prosecution as well as to University disciplinary sanctions. Likewise, the University strictly adheres to the federal and state laws which govern the possession, distribution or consumption of drugs or other controlled substances.

Students and employees illegally possessing, distributing or using such drugs or controlled substances will be subject to criminal prosecution as well as to University disciplinary sanctions.

The Administrative Policies

TAP NO. 32: DRUG-FREE AND ALCOHOL-FREE WORKING AND LEARNING ENVIRONMENT

Scope

This policy applies to all University students, faculty, and staff.

Purpose

The purpose of this policy is to summarize the University's response to unlawful manufacture, distribution, possession, or unlawful use of a controlled substance or alcohol abuse while conducting University business, as well as, to maintain compliance with Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989.

I. OVERVIEW

Duquesne University, in keeping with the Mission Statement of the University, is committed to the maintenance of a drug and alcohol free working and learning environment in accordance with the provisions of the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989.

II. POLICY

A. Expectations of Employees: Employees are expected and required to report to work on time and in an appropriate physical condition for work. It is the intent of the University to provide a healthful, safe, and secure work environment free of drugs and alcohol abuse.

B. Expectations of Students: Students are expected and required to report for classes on time and in an appropriate physical condition to learn. It is the intent of the University to provide a healthful, safe, and secure learning environment free of drugs and alcohol abuse.

C. Infractions: The unlawful manufacture, distribution, possession, or unlawful use of a controlled substance or alcohol on University premises or while conducting University business off University premises is absolutely prohibited.

Any University employee determined to have violated this policy is subject to disciplinary action including, but not limited to a warning, written reprimand, suspension, dismissal, and/or mandatory participation in and successful completion of a drug abuse assistance or rehabilitation program approved by an appropriate health or law enforcement agency.

Likewise, a student found in violation of this policy will be subject to such disciplinary actions as described in the Code of Student Rights and Responsibilities up to and including expulsion.

D. Drug and Alcohol Dependency: The University recognizes drug dependency and alcoholism as an illnesses and a major health problem. The University also recognizes drug abuse as a potential health, safety, and security problem. Employees or students needing help in dealing with such problems are encouraged to seek assistance through University Health Services and their health insurance plans as appropriate. Conscientious efforts by employees and students to seek help will not affect University status and will be kept in strictest confidence.

E. Reporting of Convictions: Employees are required, as a condition of employment, to abide by this policy and report any conviction under a criminal drug or alcohol statute for violations occurring on or off the University premises while conducting University business. A report of a conviction must be made within 5 working days after the conviction as required by the Drug-Free Work Act of 1988, and by this policy.

Failure to comply with this policy and its notice requirement may jeopardize continued research funding to the University and will be considered grounds for dismissal.

III. PROCEDURES RELATED TO FACULTY AND STAFF

A. The Office of Human Resources will be responsible for advising all new employees during their orientation of the University policy concerning the maintenance of a drug-free work environment. This will apply to students employed by the University through regular employment or through the Student Aide College Work-Study Program. Periodically, the Office will reaffirm the University's commitment through special mailings or notices in University campus publications.



Homecoming Parade

B. The Office of Human Resources, in cooperation with University Health Services and the Office of Sponsored Research, will maintain technical compliance with the Act by establishing procedures and programs which will include, but are not limited to:

1. Establishment of a drug-free awareness program for employees to inform them about:
 - A.** The dangers of drug and alcohol abuse in the workplace.
 - B.** The employer's policy of maintaining a drug-free workplace.
 - C.** Any available drug and alcohol counseling, rehabilitation and employee assistance programs.
 - D.** The penalties that may be imposed upon employees for drug and alcohol abuse.
2. Ascertain that all grant recipients and/or employees working under a grant receive a copy of the University's statement concerning drug and alcohol abuse.
3. Notify each employee of a grant that, as a condition of employment on such grant or contract, the employee will (a) abide by the terms of the statement and (b) notify the University of any criminal drug or alcohol statute violation occurring in the workplace no later than five days after such conviction.
4. Take appropriate personnel action up to and including termination, against employees who inform the University of a conviction or require such employees to satisfactorily participate in a drug or alcohol abuse assistance or rehabilitation program.
5. Develop other appropriate measures as necessary from time to time to ensure compliance with the Act or similar additional legislation or regulations pertaining to a working environment free of drugs and alcohol abuse.
6. The University, in its benefits planning and development, will endeavor to provide enhanced benefit provisions to accommodate the drug counseling, rehabilitation and assistance portions of this policy, thereby assuring greater voluntary participation in these areas by reducing the financial burden on employees.

IV. PROCEDURES RELATED TO STUDENTS

A. The Division of Student Life, in conjunction with University Health Services, will be responsible for advising all students of policies concerning the “Drug-Free Schools and Communities Act Amendments of 1989,” and more specifically will distribute the following:

1. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of drugs and alcohol by students.
2. A description of the applicable legal sanctions under Local, State, and Federal law for unlawful possession, use, or distribution of illicit drugs and alcohol.
3. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
4. A description of any drug and alcohol counseling, treatment, or rehabilitation programs that are available to students.
5. A statement that Duquesne will impose sanctions on students (consistent with local, State, and Federal law) and a description of these sanctions, up to and including expulsion.

V. MISCELLANEOUS

Each employee and student is ultimately responsible for the maintenance of a drug and alcohol free working and learning environment through voluntary adherence to this policy.

Questions concerning the interpretation or implementation of this policy should be directed to the appropriate Divisional Vice President or to the Chief Human Resources Officer.

VI. RELATED INFORMATION

VII. VIOLATIONS

Violations of this policy will be reviewed on a case-by-case basis and are subject to formal disciplinary action up to and including termination of employment.

VIII. HISTORY

Date of most recent revision: April 2005.

IX. OWNERSHIP OF POLICY

Office of Human Resources.

The Administrative Policies

TAP NO. 58: MEDICAL MARIJUANA USE

MEDICAL MARIJUANA POLICY APPLIES TO ALL UNIVERSITY STUDENTS, FACULTY, AND STAFF.

Pennsylvania law allows for the controlled use of medical marijuana in the Commonwealth. The University, however, is subject to the federal Controlled Substances Act. Marijuana is classified as a Schedule I drug according to the Controlled Substances Act. Therefore, the purpose of this Policy is to summarize the University's response to the permissible use of medical marijuana in the Commonwealth of Pennsylvania in the context of the University's other legal obligations.

POLICY

A. The use, possession, cultivation, or sale of marijuana violates federal policy. This prohibits the University from allowing any form of marijuana use on campus. Additionally, federal grants are subject to University compliance with the federal Drug Free Schools and Communities Act and the federal Drug Free Workplace Act.



Halloween Student Life Circus

- B.** Although students, faculty, and staff who legally obtain a medical marijuana “registration card” are allowed to possess and consume certain quantities of marijuana in the Commonwealth, doing so is not permitted on Duquesne University property or at University-sponsored programs and events (either on or off campus). Students should be aware that a charge or conviction related to a student’s unlawful use of a controlled substance may impact that student’s continuing eligibility for federal financial aid.
- C.** Students in Pre-Professional Programs: Students are reminded that Nursing, Health Science, Pharmacy, and certain other pre-professional programs maintain separate or additional requirements relating to the use of controlled substances and therefore, students in pre-professional programs who are legal medical marijuana users under Pennsylvania law must consult with their respective chairs for additional guidance and requirements.
- D.** Compliance with Related TAPs: Students, faculty, and staff are expected and required to report for classes and work on time and in an appropriate physical condition, free from the influence of drugs and alcohol, and are therefore expected to comply with the University’s TAP No. 32, Drug-Free and Alcohol-Free Working and Learning Environment. Accordingly, an employee’s presence at work in an impaired state, under the influence of medical marijuana, is a violation of TAP No. 32 and this TAP.

VIOLATIONS

Violations of this policy will be reviewed on a case-by-case basis. Employees are subject to formal disciplinary action up to and including termination of employment. Students are subject to the non-exhaustive list of disciplinary sanctions in the Code of Student Rights, Responsibilities, and Conduct for violations of the Code.

Related information can be reviewed at TAP 32, Drug-Free And Alcohol-Free Working and Learning Environment.

The Administrative Policy

TAP NO. 43: HAZING PREVENTION

SCOPE

This policy applies to all students, faculty and staff, as well as any organization at Duquesne University (the “University”).

PURPOSE

The purpose of this policy is to implement Duquesne University’s commitment to preventing hazing. In keeping with the Spiritan tradition of justice, peace, and the integrity of all creation, the University does not condone hazing; or the associated activities which undermine the inherent dignity of members of our community.

I. DEFINITIONS

A. The following definitions are relevant:

- 1.** “Hazing” is defined as intentionally, knowingly, or recklessly, for the purpose of initiating, admitting or affiliating a student, or maintaining membership of a student, into or with an organization, or for the purpose of continuing or enhancing a student’s membership or status in an organization, causing, coercing, or forcing a student to do any of the following:

- A.** Violate federal or state criminal law;
- B.** Consume any food, liquid, alcoholic liquid, drug, or other substance which subjects the student to a risk of emotional or physical harm;
- C.** Endure brutality of a physical nature, including whipping, beating, branding, extreme calisthenics, confinement in a small space, or exposure to the elements;
- D.** Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact, conduct that could result in extreme embarrassment, or activity that places an individual in reasonable fear of bodily harm through threatening words or conduct;
- E.** Endure brutality of a sexual nature, or causing, coercing, or otherwise inducing another person to perform sexual acts; or
- F.** Endure any other activity that creates either a reasonable likelihood of bodily injury to the student, or a risk, above the reasonable risk encountered in the course of participation at Duquesne University or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury.

2. “Organization” is defined as any organization at Duquesne University (such as a club, society, association, varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at Duquesne University, whether or not the organization is established or recognized by Duquesne University.

3. “Aggravated Hazing” is defined as any of the activities described in the definition of Hazing that results in serious bodily injury or death to the student, and the person doing the hazing acts with reckless indifference to the health and safety of the student or the person doing the hazing causes, coerces, or forces the consumption of an alcoholic liquid or drug by the student.

4. “Organizational Hazing” occurs when an organization intentionally, knowingly, or recklessly promotes or facilitates Hazing or Aggravated Hazing.

5. “Institutional Hazing” occurs when an institution intentionally, knowingly, or recklessly promotes or facilitates Hazing or Aggravated Hazing.

B. Neither of the following is considered to be a defense to any of the forms of hazing listed herein:

- 1.** the consent of the student was sought or obtained, or
- 2.** the conduct was sanctioned or approved by the institution or organization.

C. “Hazing” may be committed by an individual or group of individuals, including students, faculty members, staff, coaches, officers, volunteers, sponsors, and internal and external advisors.

II. REPORTING

All members of the Duquesne University community are expected to report any potential hazing they may have witnessed or experienced, or that otherwise comes to their attention. In case of emergency or the need for immediate assistance, call 911 or Duquesne University Public Safety at 412-396-2677. In other situations, potential hazing incidents may be reported in any one of the following ways:

- A.** Campus community members can submit a [Campus Incident Report](#) ;
- B.** Anyone can submit a report, including an anonymous report, via [EthicsPoint - Duquesne University](#). Select the "Other" category; or
- C.** Incidents involving potential sexual misconduct should be reported to the [Title IX Coordinator](#) or through any other avenue set forth in the University's [Title IX Policy \(TAP No. 61\)](#).

III. EXAMPLES OF HAZING

Subject to satisfying the definition of "Hazing" in section I above, hazing includes, but is not limited to, the following conduct toward a student:

A. Physical Abuse and Endangerment

1. Forcing or coercing the consumption of alcohol or drugs
2. Forcing or coercing the consumption of any substance (food, liquid, drug, etc.)
3. Imposing dietary restrictions of any kind, unless religious in nature
4. Causing sleep deprivation or permitting less than six consecutive hours of sleep
5. Creating excessive fatigue
6. Requiring extreme calisthenics or physically abusive exercise (extreme sit-ups, push-ups, running)
7. Causing exposure to the elements (nude or clothed)
8. Tattooing or branding
9. Subjecting a student to brutality of a physical nature (paddling, shoving, slapping, whipping, beating, etc.)
10. Causing brutality of a sexual nature or participation in sexual rituals or assaults
11. Preventing an individual from practicing personal hygiene
12. Subjecting a student to any other activity that creates a reasonable likelihood of bodily injury

B. Psychological and Emotional Abuse

1. Subjecting a student to mentally abusive or demeaning behavior
2. Not permitting individuals to speak for extended periods or forcing exclusion from social contact
3. Subjecting a student to conduct that could result in humiliation or extreme embarrassment
4. Making deceptions and/or threats contrived to convince new members they will not be initiated or will be hurt

C. Social Media and Public Humiliation

1. Depicting or referring to a student in photos, videos, posts, or comments on social media of violent, illegal, or embarrassing activities
2. Forcing or coercing a student to disclose passwords for social media profiles or other accounts
3. Requiring a student to publicly wear apparel that is conspicuous and not normally in good taste
4. Requiring students to dress alike, with the intent to embarrass
5. Requiring a student to engage in public stunts and buffoonery, public displays, nudity, or greetings

D. Academic Interference

1. Requiring any activity that interferes with a student's ability to study or complete coursework
2. Conducting activities that do not allow adequate time for study during pre-initiation or initiation periods

E. Forced Labor and Servitude

1. Requiring students to perform onerous work projects that provide no personal benefit
2. Compulsory servitude (food runs, errands, carrying books, cooking, cleaning, academic work, etc.)

F. Unauthorized or Dangerous Activities

1. Requiring participation in unauthorized activities (scavenger hunts, road trips, kidnapping, harassment, etc.)
2. Assigning or endorsing unlawful or disruptive pranks (disrupting class, stealing composites, trophies, mascots, etc.)
3. Requiring a student to engage in theft, defacement, or destruction of private or public property

G. Verbal Harassment and Intimidation

1. Subjecting a student to verbal harassment: yelling, screaming, ridicule, or derogatory or demeaning statements
2. Requiring yelling or screaming upon entering or leaving a facility

H. Rituals and Forced Participation

1. Subjecting a student to kangaroo courts or interrogations not consistent with legitimate organizational purposes
2. Requiring a student to "greet" others with the intent to embarrass
3. Requiring students to escort each other on campus

I. Restrictions and Control

1. Requiring a student to participate in activities between 12:00 midnight and 6:00 am
2. Requiring a student to use a building entrance that is not normally used
3. Requiring a student to carry demeaning miscellaneous items (paddles, bricks, pumpkins, etc.)

A. Legal and Policy Violations

1. Forcing, requiring, or encouraging a student to violate University policy or any local, State, or Federal laws

IV. INVESTIGATION PROCESS

Reports of alleged hazing involving potential sexual misconduct will be processed in accordance with the applicable policies and procedures overseen by the Title IX Coordinator. All other reports of alleged hazing must be shared with the Division of Student Life. Following receipt of a report, the University's Division of Student Life will conduct a preliminary review to assess what University offices should be involved in the response. These offices may include Student Conduct, Public Safety, Center for Student Involvement, Human Resources, Athletics, and/or other appropriate offices. An initial assessment will be conducted to determine whether interim actions are appropriate to protect the health and safety of one or more students. Interim suspension of an individual(s) or organization may be implemented during an investigation and continue until the conclusion of the investigation.

Except in matters where the Title IX Coordinator has jurisdiction, the Division of Student Life shall designate the appropriate offices to conduct any investigation. For example, in a case where an employee was accused of hazing, the Division of Student Life would likely designate the Offices of Human Resources and/or the Provost to investigate. The scope of the investigation will depend on the nature and extent of information provided in the report and the applicable policies and laws that apply.

Typically, when a student and/or student organization is accused of hazing, one or more investigators will be assigned by the Division of Student Life to investigate the report. The investigation will be conducted in a fair and impartial manner. An investigation may include interviews with the reporter, individuals identified by the reporter, and any witnesses or others who may have knowledge of the situation. Additionally, an investigation may involve the collection and review of physical evidence, such as photos, videos, messages, or any other documentation that may be relevant. A full investigation report is supplied to the appropriate decision maker (e.g. a Student Conduct panel), who is then responsible for making a determination of responsibility and if found responsible, determining appropriate sanctions for the individual or organization involved. Individuals and/or organizations accused of hazing will not be found responsible without first having notice of the allegations and an opportunity to respond to them. Any internal findings of responsibility will be based on the preponderance of evidence standard (a different standard of proof would apply to any criminal proceedings). Recipients of hazing may be provided protective or remedial measures as determined appropriate.

Typically, when an employee (faculty or staff member) is accused of hazing, the same process is followed except that the investigator(s) identified and designated by the Division of Student Life (in collaboration with relevant offices such as Human Resources or the Provost Office) make the determination as to whether there was a policy violation.

Additionally, if an individual or organization is found to be responsible for hazing, the University will assess whether there are improvements or changes to be made to hazing prevention efforts.

V. RETALIATION PROHIBITED

Retaliation is strictly prohibited against anyone who makes a good faith report of hazing or participates in the investigation process. Retaliation should be reported in the same manner as hazing in Section II above and will be subject to the same investigation process as Section IV above.

VI. VIOLATIONS

Violations of this policy will be reviewed on a case-by-case basis and are subject to formal disciplinary action up to and including termination from employment or expulsion.

- A.** Appropriate consequences for individuals found responsible for hazing or retaliation may include the following:
 1. Imposition of disciplinary action, such as probation, suspension, termination from employment, or expulsion;
 2. Imposition of fines;
 3. Educational Sanctions, and/or
 4. Withholding of diplomas or transcripts pending compliance with the investigation and completion of sanctions.
- B.** Appropriate consequences for organizations found responsible for hazing or retaliation may include the following:
 1. Rescission of permission for the organization to operate on campus or school property or to otherwise operate under the sanction or recognition of the University;
 2. Legal action, and/or
 3. Public notification of the organization's violations.

These penalties are in addition to, not in lieu of, any penalty set forth in other places in the law, any penalty imposed for violating the criminal laws of the Commonwealth, or any penalty imposed for violating any other institutional rule to which the violator may be subject.

VII. PREVENTION AND AWARENESS PROGRAMS

Hazing prevention is everyone's responsibility. Duquesne University provides research-informed campus-wide hazing prevention and awareness programs designed to reach students, staff, and faculty. These programs include coverage of current policies and laws related to hazing, primary prevention strategies intended to stop hazing before it occurs, and the promotion of strategies for building group cohesion without hazing.

These programs include, but are not limited to, online and live educational initiatives designed for various audiences (such as students, employees, athletes, social fraternities/sororities, professional organizations, academic clubs, etc.), media communications, and public health initiatives.



Smores Event

VIII. RELATED INFORMATION

Pennsylvania's "[Timothy J. Piazza Anti-Hazing Law](https://www.palegis.us/statutes/consolidated/view-statute?txtType=HTM&ttl=18&div=0&chapter=28)" - <https://www.palegis.us/statutes/consolidated/view-statute?txtType=HTM&ttl=18&div=0&chapter=28>

The federal "[Stop Campus Hazing Act](https://www.congress.gov/118/plaws/publ173/PLAW-118publ173.pdf)" - <https://www.congress.gov/118/plaws/publ173/PLAW-118publ173.pdf>

[Tap No. 31: Sexual Misconduct and Gender Discrimination](https://www.duq.edu/about/policies-and-initiatives/the-administrative-policies/tap-31.php) - <https://www.duq.edu/about/policies-and-initiatives/the-administrative-policies/tap-31.php>

[Tap No. 61 Interim Policy on Title IX Sexual Harassment](https://www.duq.edu/about/policies-and-initiatives/the-administrative-policies/tap-61.php) - <https://www.duq.edu/about/policies-and-initiatives/the-administrative-policies/tap-61.php>

IX. HISTORY

Approved August 2025.

X. OWNERSHIP OF POLICY

Division of Student Life, Office of Student Conduct.

Sexual Assault and Sexual Harassment, Dating and Domestic Violence, and Stalking

DEFINITIONS OF VIOLENCE AGAINST WOMEN'S ACT (VAWA) OFFENSES AND CONSENT

Consistent with the Violence Against Women Act (VAWA), sexual assault, domestic violence, dating violence, and stalking are defined as follows:

A. Sexual assault, meaning any of the following acts:

1. Sexual bodily connection with a person, which means penetration, including the slightest penetration, without consent, including instances where consent cannot be given because of age or because of temporary or permanent mental or physical incapacity, where one or more of the Respondents is the opposite sex as the Complainant.
2. Oral or anal sexual intercourse with another person, without consent, including instances where consent cannot be given because of age or because of temporary or permanent mental or physical incapacity.
3. Use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without consent, including instances where consent cannot be given because of age or because of temporary or permanent mental or physical incapacity.
4. The touching of the private body parts of another person for the purpose of sexual gratification without consent, including instances where consent cannot be given because of age or because of temporary or permanent mental or physical incapacity.
5. Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
6. Nonforcible sexual intercourse with a person who is under the statutory age of consent.

In Pennsylvania, with the exception of rape and involuntary deviate sexual intercourse, a person commits the crime of sexual assault when that person engages in sexual intercourse with a complainant without the complainant's consent.

- b. Dating violence, meaning violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant, where the existence of such relationship is determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Pennsylvania does not have a specific statute for dating violence; those incidents are categorized as simple or aggravated assaults or other applicable offenses.

- c. Domestic violence, meaning felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner; by a person with whom the Complainant shares a child in common; by a person who is cohabitating with or has cohabitated with the Complainant as a spouse or intimate partner; by a person similarly situated to a spouse of the Complainant under applicable domestic or family violence laws; or by any other person against Complainant who is protected from that person's acts under the domestic or family violence laws of the jurisdiction

Pennsylvania does not have a specific statute for domestic violence; those incidents are categorized as simple or aggravated assaults or other applicable offenses

- d. Stalking, meaning engaging in a course of conduct directed at a specific person on the basis of sex that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. This can be proven through a course of conduct, which is two or more acts, including but not limited to, acts in which the alleged stalker directly, indirectly, or through third parties by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

In Pennsylvania, a person commits the crime of stalking when the person either: (1) engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or (2) engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.

WHAT IS CONSENT?

Duquesne University defines consent as a knowing, voluntary, active, present, and ongoing agreement. In order for there to be consent, both parties who have the capacity to act freely must receive verbal agreement and positive cooperation. A verbal "no," even if it may sound indecisive or insincere, constitutes a lack of consent. The absence of a verbal "no" does not mean "yes." Lack of protest does not imply consent. Past consent does not imply ongoing and/or future consent or consent to other acts.

There is not capacity to consent under the following circumstances: unconsciousness; incapacitation due to drugs, alcohol, or sleep; physical force, threats, intimidation, or coercion; and/or otherwise without capacity to provide consent due to intellectual or other disability or condition reasonably knowable to the other party. Regarding incapacitation due to drugs or alcohol, the University will consider whether a reasonable person, who was sober, should have known that the other party was incapacitated. Alcohol and other drugs impact individuals differently, and determining whether an individual is incapacitated due to the effects of drugs or alcohol requires an individualized and fact-specific determination.

Consent in Reference to Sexual Activity under the Pennsylvania Crimes Code:

- Pennsylvania does not specifically define “consent.” However, a person commits a felony of the first degree when the person engages in sexual intercourse with a complainant:
 1. By forcible compulsion (compulsion by use of physical, intellectual, moral, emotional or psychological force, either express or implied. The term includes, but is not limited to, compulsion resulting in another person’s death, whether the death occurred before, during or after sexual intercourse.” 18 Pa.C.S.A. § 3101);
 2. By threat of forcible compulsion that would prevent resistance by a person of reasonable resolution;
 3. Who is unconscious or where the person knows that the complainant is unaware that the sexual intercourse is occurring;
 4. Where the person has substantially impaired the complainant’s power to appraise or control his or her conduct by administering or employing, without the knowledge of the complainant, drugs, intoxicants or other means for the purpose of preventing resistance; or (5) Who suffers from a mental disability which renders the complainant incapable of consent. 18 Pa.C.S.A. § 3121.

Further, resistance is not required. The alleged victim need not resist the actor... [However, the defendant is not prohibited from] introducing evidence that the alleged victim consented to the conduct in question. 18 Pa.C.S.A. § 3107

<https://rainn.org/laws-your-state-pennsylvania>



Admissions Day

PROHIBITION OF SEXUAL ASSAULT, SEXUAL HARASSMENT, DATING AND DOMESTIC VIOLENCE, AND STALKING

Duquesne University is committed to fostering an atmosphere free from sexual assault, sexual harassment, dating and domestic violence, and stalking.

Members of the campus community who report that they have experienced sexual assault, sexual harassment, dating and/or domestic violence, and/or stalking can make a report to the University’s Title IX Coordinator, Deputy Title IX Coordinators, Duquesne Public Safety, Residence Life Staff, and/or any Duquesne Responsible Employee. All reports made to Responsible Employees will be shared with the Title IX Coordinator.

When the University receives a report of sexual harassment, dating and/or domestic violence, and/or stalking, the Title IX Coordinator will document and review the report; respond to the report, which may include meeting with the parties, providing supportive measures and resources; and address the report which may include initiating the Title IX Grievance Process.

These types of incidents may result in law enforcement action if reported to Duquesne Public Safety or the City of Pittsburgh Police and/or University disciplinary action if reported to the Office of Title IX and Sexual Misconduct Prevention and Response. The University will use the processes outlined in its Title IX Sexual Harassment (TAP No. 61) and non-Title IX Sexual Misconduct and Gender Discrimination (TAP No. 31) policies to investigate and address reports of sexual assault, harassment, relationship (dating and domestic) violence, and stalking.

Individuals who have reportedly engaged in sexual assault, sexual harassment, dating and/or domestic violence, and/or stalking should know that the initiation of any University proceeding does not preclude the possibility of law enforcement action. Parallel University and criminal proceedings are possible.

The Department of Public Safety will provide written information to victims of their rights as crime victims, and of resources available to assist them. These rights and services are available to the Duquesne Community whether the offense occurred on- or off-campus. Additionally, victims will be provided written information regarding Duquesne University and community resources for counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available.

If the victim of sexual assault, sexual harassment, relationship (dating and domestic) violence, stalking, gender-based discrimination or sexual misconduct, elects to pursue criminal or disciplinary action, the investigation (and disciplinary procedure) shall be conducted in a manner to protect the confidentiality of personally identifying information as defined by the VAWA of 1994 Section 40002(a). In certain cases, the University understands that the victim may request confidentiality, but the University may not be able to honor the victim’s request in order to provide a safe, non-discriminatory environment for all community members, including the victim. The University’s ability to meaningfully investigate the incident and pursue disciplinary action against the alleged perpetrator(s) may be limited when a victim requests and is granted confidentiality.

Duquesne University will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in section 16 or title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

PREVENTION AND AWARENESS PROGRAMS

The University's Office of Title IX and Sexual Misconduct Prevention and Response oversees prevention and risk reduction programs and required training for students, faculty, and staff in an effort to prevent sexual assault and harassment, relationship (dating and domestic violence, stalking, and all forms of gender-based discrimination and sexual misconduct.

New and Transfer Student Training

Duquesne University has developed a strategy for a primary prevention program aimed specifically at new, incoming students, to address the issues of sexual assault, relationship (dating and domestic) violence, stalking and bystander intervention. New students are required to participate in on-line training and in-person training of the policies, programs, services and sanctions related to sexual assault, relationship violence and stalking.

New and Ongoing Employee Training

All Duquesne University employees are requested to complete training on the University's policies and procedures related to sexual assault, relationship (dating and domestic) violence, and all other forms of gender-based discrimination and sexual misconduct upon hire and every three years thereafter.

Relationship Violence Awareness Month

The University sponsors a variety of events each fall term for Relationship Violence Awareness Month with the goal of supporting survivors and raising awareness and education for the prevention of dating and domestic violence.

Sexual Assault Awareness Month

The University sponsors a variety of events each spring term for Sexual Assault Awareness Month with the goal of supporting survivors and raising awareness and education for the prevention of sexual violence.

Public Safety Prevention Programs

Duquesne's Public Safety offers free prevention programs relating to sexual assault, relationship (dating and domestic) violence, and stalking incidents. More information about these programs can be found on page 9 of this report..

BYSTANDER INTERVENTION

Members of the Duquesne University community are encouraged to act as positive and active bystanders. Bystander intervention is recognizing a potentially harmful situation or interaction and choosing to respond in a way that could positively influence the outcome. It is important to consider how to intervene in a safe and positive manner.

Community members are encouraged to:

- **Pay attention:** Be alert to what is going on around you and to things that make you feel uncomfortable.

- **Decide:** Does someone need help?
- **Make a Plan to Intervene Safely:** If a situation looks concerning, find a safe way to intervene that does not put yourself at risk. Don't wait for someone else to act.
- **Make it happen:** Stay calm and help.

Bystander Intervention techniques include the 5 D's:

- **Direct:** You can choose to approach someone directly and confront the situation head-on, if safe to do so.
- **Distract:** You can do something that takes away attention from a situation. When you do this, you assist in de-escalating a situation that could potentially turn worse for someone.
- **Delegate:** You can get others involved in a situation, such as police, or an authority figure if you believe the situation warrants it. You can also pull in other bystanders to assist a situation in greater numbers.
- **Delay:** if there is something that stops you from addressing something, consider ways that you can approach the situation later. Intervention doesn't always have to be immediate to be effective.
- **Document:** Taking pictures/video, saving written communication and proactively being willing to stand up and speak about what you witnesses.

TITLE IX SEXUAL HARASSMENT AND NON-TITLE IX GENDER DISCRIMINATION AND SEXUAL MISCONDUCT POLICIES

In accordance with the University's mission, and as required by Title IX and its implementing regulations, the University does not discriminate on the basis of sex in any of its programs or activities, including admission and employment. Moreover, Duquesne University is committed to fostering an atmosphere free from Title IX Sexual Harassment and creating an inclusive campus environment for all members of the University community. Title IX Sexual Harassment is destructive to such a climate and is not tolerated. Review the University's Policies on Title IX Sexual Harassment (TAP No. 61) and non-Title IX Sexual Misconduct (TAP No. 31).



Captain Kiryk Promotional Ceremony

These policies, which are consistent with the Higher Education Reauthorization Amendment Act and the Violence Against Women Act, strive to ensure consistent procedures and provide coordination of University and community resources for victims of sexual assault, sexual harassment, relationship (dating and domestic) violence, stalking, gender-based discrimination and sexual misconduct.

The intention of the University is to increase awareness and prevention of sexual assault, sexual harassment, relationship (dating and domestic) violence, stalking, gender-based discrimination and sexual misconduct, and to provide assistance for survivors.

FREQUENTLY ASKED QUESTIONS FOR VICTIMS OF SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, OR STALKING

Q: What should I do if I have experienced dating violence, domestic violence, sexual assault or stalking?

A: A person who has experienced sexual assault, dating violence, domestic violence, or stalking may feel traumatized or blame themselves and be reluctant to seek help or proper medical care, but it is never the victim's fault. If an individual has experienced sexual assault, dating violence, domestic violence, and/or stalking, or think they may have been, there are several options for reporting the incident and for obtaining the information, assistance, and support needed for all aspects of recovery, both emotional and physical.

Immediately After an Incident

Physical Safety: Immediate safety is the top priority. Attempt to get to a safe place as quickly as possible.

- You are encouraged to seek immediate medical attention for your own physical health and to assess for sexually transmitted infections (STIs), injury or pregnancy.
- You can receive treatment at any medical facility; however, certain hospitals have specialized trained nurses (SANEs) prepared to assist you with an evidence collection kit.
- You are strongly encouraged to contact Duquesne University's Police Department at 412.396.2677 to report the incident. Duquesne Police can also transport you for medical attention. You can also choose to go directly to the hospital yourself, if preferred.

Preserving Physical Evidence

You are encouraged to preserve evidence. Even if you do not think you want to pursue a criminal or civil proceeding, preserving evidence keeps your options open in case you change your mind. Preserving evidence also can assist you with obtaining a Protection from Abuse or Protection from Sexual Violence and Intimidation order, or with filing a criminal complaint against the perpetrator.

To preserve evidence, do not shower, douche, or change clothes or bedding before you seek medical attention. Also, if oral contact took place, do not brush your teeth, smoke, or eat, as these activities will destroy evidence. Optimally, evidence collection should occur within 72 hours of the assault, but may be retrieved sometimes up to 7 days. There are local medical facilities that can help you:

- **UPMC Magee-Womens Hospital**
Emergency Room, 300 Halket Street, 412.641.4933
- **UPMC Mercy**
Emergency Room, 400 Locust Street, 412.232.8111

Magee-Womens and Mercy are staffed with sexual assault nurse examiners, registered nurses who have completed specialized education and clinical preparation in the medical forensic care of the patient who has experienced sexual assault or abuse. Hospital emergency rooms are best equipped to collect physical evidence of a sexual assault. Your best source of immediate medical help is the nearest hospital emergency room.

All hospitals are required by law to report to the police any injury that is the result of a crime. This does not obligate you to file formal charges. Completing a forensic exam does not require a victim to talk to police or prosecute the offender. Individuals who have experienced sexual assault can get a forensic medical exam at no cost to them. You may choose to have your insurance billed or to have Pennsylvania's Victims Compensation Assistance Program cover the costs [https://www.pccd.pa.gov/Victim-Services/Pages/Victims-Compensation-Assistance-Program-\(VCAP\).aspx](https://www.pccd.pa.gov/Victim-Services/Pages/Victims-Compensation-Assistance-Program-(VCAP).aspx).

In addition to evidence collected from a forensic medical exam, you are encouraged take steps to preserve other forms of evidence, including, but not limited to:

- Save unwashed clothing and/or sheets.
- Take screenshots of social media posts.
- Save text messages, emails and other forms of electronic contact.
- Keep in mind if you decide to change phone numbers, some saved data, such as text messages, may no longer be accessible. Back up any data you may want to access later to another device.
- Ask friends/family to save text messages, emails, call logs, and other forms of electronic contact they received.
- Take photos of bruises and/or other injuries.
- Save and/or take photos of damaged property.
- Save any other evidence that may show a pattern of behavior or course of conduct.

Q: Do I have to get medical attention?

A: Although you are not required to seek medical care, it is highly recommended. Taking care of yourself physically is an important role in the healing process. You may have injuries as a result of the incident that require medical care. Additionally, you may want to be assessed for STIs and/or pregnancy.

Reporting Options

Several reporting options are available for you to report sexual assault, relationship (dating and domestic violence), stalking, or other instances of sexual misconduct.

- You may make a report to the proper law enforcement agency. You can also contact Duquesne University's Police Department 24/7 at 412.396.2677, or call 911 for off-campus emergencies and reporting.
 - o Duquesne's Public Safety and/or the City of Pittsburgh Police can assist with obtaining, serving, and enforcing Protection from Abuse (PFA) or Protection from Sexual Violence and Intimidation (PSVI) orders. All individuals who apply for or obtain a temporary or permanent Protection From Abuse Order or Restraining Order listing any Duquesne University location as a protected area must provide Duquesne University Police Department with a copy of the order. The University Police Department understands the sensitivity of this information and respects the privacy of the reporting person.

- You may make a report to the University's Office of Title IX and Sexual Misconduct Prevention and Response, which investigates and addresses reports of sexual violence and relationship violence against members of the University community, including students, faculty, and staff. The Office can assist with reporting to law enforcement, if requested. Individuals may also decline to notify law enforcement, if preferred. You can reach the Office in the following ways:
 - Phone: 412.396.2560
 - Email: simpsona8@duq.edu or titleix@duq.edu
 - In-person: 339 Union
 - Online reporting: duq.edu/report (Anonymous reporting available)
- You may also make a report to any Responsible Employee at Duquesne, who will share that report with the Title IX Office. Responsible Employees include any non-confidential resource, including Deputy Title IX Coordinators, Residence Life staff, Faculty, and Staff. Reports made to the following Confidential Resources, will not be shared with the Title IX Office:
 - Counseling Services
 - Health Services
 - Psychology Clinic
 - Spiritan Campus Ministry

Q: Does contacting the police mean I have to press charges?

A: No. You have the right not to press charges, even if you contact Duquesne Public Safety or the City of Pittsburgh Police. Be aware that in the event of a safety concern to the victim and/or the campus community, Duquesne Public Safety may have an obligation to open an investigation, in order to address any ongoing safety concerns to other members of the University community. In these instances, the University may need to send a DU Alert containing a description of the alleged perpetrator, review surveillance video footage, and/or interview witnesses.

Duquesne Public Safety will share any reported incidents of sexual assault, dating violence, domestic violence, stalking, and sexual misconduct with the Office of Title IX and Sexual Misconduct Prevention and Response. The Office of Title IX and Sexual Misconduct Prevention and Response will reach out to you to offer supports and explain your on-campus options with respect to filing University charges, but you are not obligated to meet with this Office or file University charges.

Q: If I make a Public Safety report, will my name become public? What happens to the information?

A: The confidentiality of your report is maintained to the extent possible. Your report is not shared publicly except as permitted or required by applicable law. Your report may be shared with University Officials with a need to know, including to provide you with assistance and support. After reviewing the report, Duquesne Public Safety may determine there is a serious or on-going threat to the community and may determine that it is necessary and required to issue a campus Crime Alert. These alerts will not include any identifying information about the victim. An anonymous record of any on-campus assault among Duquesne's crime statistics will be filed in order to give an accurate representation of crime on campus and to help prevent further crimes of this nature.

COUNSELING, MEDICAL, AND OTHER AVAILABLE SUPPORTS

Counseling

The University's Counseling Services offers services designed to assist students who report that they have experienced incidents of sexual harassment, sexual assault, dating violence, domestic violence, stalking, or other incidents of this nature. Counseling Services is located in 326 Gumberg Library and may be reached Monday – Friday, 8:30 a.m. to 4:30 p.m., by calling 412.396.6204 or emailing counselingservices@duq.edu. All communications are private and confidential*.

Duquesne employees may contact Lytle, the University's Employee Assistance Program (EAP), 24/7, at 1.800.327.7272.

**These counselors may have certain reporting or other obligations under state law.*

Psychology Clinic

The University's Rita M. McGinley Psychology Clinic offers affordable and compassionate services to all members of the Duquesne Community. Services include psychotherapy, psychological assessment, and psychiatric consultation. The Psychology Clinic is located in Rockwell Hall and can be reached Monday – Friday, 8:30 a.m. to 4:30 p.m., by calling 412.395.6562.

Spiritan Campus Ministry

The University's Spiritan Campus Ministry welcomes all Duquesne community members, regardless of denomination or faith tradition. Fr. Bill Chirsty, the Director of Campus Ministry and University Chaplain, is located in 102 Administration Building and can be reached Monday – Friday, 8:30 a.m. to 4:30 p.m., by calling 412.396.6020.

Off-Campus Confidential Resources

The following off-campus anonymous and confidential* resources are also available 24/7 to all individuals by contacting:

- Pittsburgh Action Against Rape (PAAR) – 1.866.363.7273
- Women's Center & Shelter of Greater Pittsburgh (WC&S) – 412.687.8005
- ReSolve Crisis Service – 1.888.796.8226

**These off-campus counselors and advocates may have certain reporting or other obligations under state law.*



Bring Your Child to Work Day

Medical Treatment

Duquesne's Student Health Services provides confidential* medical treatment for ongoing physical problems related to an assault. Duquesne's Student Health Services has staff that can confidentially assess for STIs and/or pregnancy, and can assess, treat, and/or offer/provide referrals for other injuries. Student Health Services is located on the 3rd Floor of Gumberg Library, Side Entrance and can be reached Monday to Thursday 8:00 a.m. to 6:00 p.m. or Fridays 8:30 a.m. to 4:00 p.m. by calling 412.396.1650 or emailing duhealth@duq.edu.

**These counselors may have certain reporting or other obligations under state law.*

ADDITIONAL RESOURCES

Residence Life

Duquesne students can contact their resident assistant, resident director, or other residence life staff member for support (available 24 hours a day). Residence Life staff are not confidential resources and have a duty to report disclosures of sexual misconduct (including sexual assault, dating violence, domestic violence, and stalking) to the Office of Title IX and Sexual Misconduct Prevention and Response.

Title IX

Any member of the University community may also contact the Office of Title IX and Sexual Misconduct Prevention and Response at 412.396.2560 or by emailing the Title IX Coordinator at simpsona8@duq.edu to make a report or seek resources. The following Deputy Title IX Coordinators are also available to receive reports and assist with resources and supports:

Sherene Brantley, lemoniass@duq.edu, 412.396.5243

Lindsay Seal, seall@duq.edu, 412.396.5103

Kate DeLuca, deluca899@duq.edu, 412.396.6551

Tiana Brophy, brophyt@duq.edu, 412.396.6658

Quincy Stephenson, stephensonq@duq.edu, 412.396.1117

Anne Mullarkey Sawa, mullarke@duq.edu, 412.396.6642

If the victim of sexual or relationship violence elects to pursue criminal or disciplinary action, the investigation (and disciplinary procedure) shall be conducted in a manner to protect the confidentiality of personally identifying information as defined by the VAWA of 1994 Section 40002(a).

Procedures for Adjudicating Title IX Sexual Harassment and Non-Title IX Gender Discrimination and Sexual Misconduct Complaints

Any person may make a non-confidential report of sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, by electronic mail, or online, using the contact information listed for the Title IX Coordinator and Director of Sexual Misconduct Prevention and Response (Title IX Coordinator), or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours)



DUPD Halloween Trunk or Treat

by using the telephone number or electronic mail address, or by mail to the office address, listed for the Title IX Coordinator below. Contact information for Deputy Title IX and Sexual Misconduct Prevention and Response Coordinators (Deputy Title IX Coordinators) is also included below:

Title IX Coordinator and Director of Sexual Misconduct Prevention and Response

Alicia Simpson

412.396.2560

simpsona8@duq.edu

Office: Union #339

Address: Duquesne University
Union #339
600 Forbes Avenue
Pittsburgh, PA, 15282

Online Reporting Form with Anonymous Option

https://cm.maxient.com/reportingform.php?DuquesneUniv&layout_id=2

Deputy Title IX and Sexual Misconduct Prevention and Response Coordinators

- Sherene Brantley (Athletics) **412.396.5243**
lemoniass@duq.edu
- Kate DeLuca (Nursing) **412.396.6551** deluca899@duq.edu
- Tiana Brophy (Disability Services) **412.396.6658**
brophyt@duq.edu
- Quincy Stephenson (The Center) **412.396.1117**
stephensonq@duq.edu
- Anne Mullarkey Sawa (Student Conduct) **412.396.6642** mullarke@duq.edu
- Lindsay Seal (Human Resources) **412.396.5103**
seall@duq.edu

NON-DISCRIMINATION AND TITLE IX

Duquesne University does not discriminate on the basis of sex in the education program or activity that it operates. Duquesne University is required by Title IX and its implementing regulations not to discriminate in such a manner. The requirement not to discriminate in the education program or activity extends to admission and employment. Inquiries about the application of Title IX to Duquesne University may be referred to the Title IX Coordinator, to the Assistant Secretary for Civil Rights at the United States Department of Education Office for Civil Rights, or both.

The Administrative Policies

TAP NO. 31: SEXUAL MISCONDUCT AND GENDER DISCRIMINATION

SCOPE

This Policy applies to faculty, students, and staff; all individuals doing business with or providing services to the University; and all other persons that participate in the University's educational programs and activities, including third-party visitors on campus. This Policy applies regardless of whether the Complainant and the Respondent are members of the same sex, and it applies regardless of national origin, immigration status, or citizenship status.

PURPOSE

To establish the University's policy prohibiting sex and/or gender-based discrimination; to provide guidance on the University's response to reported violations of this Policy; and to notify Complainants and Respondents of their rights and responsibilities when a violation is reported.

I. POLICY STATEMENT

It is the Policy of Duquesne University to provide an educational, employment, and business environment free of all forms of sex and/or gender-based discrimination, as further defined in this Policy and as otherwise prohibited by state and federal law. This Policy responds to the specific requirements of federal and state law, including Title IX of the Education Amendments Act of 1972 ("Title IX"), and the Violence Against Women Reauthorization Act (VAWA). Conduct prohibited by this Policy may also violate other applicable federal and state laws.

TAP 31 has three appendices. Appendix A provides resources for individuals who have experienced sexual assault. Appendix B sets forth the University's Resolution Process for addressing all reported violations of TAP 31. Appendix C provides guidance on what a Complainant and/or a Respondent can expect during the University's Resolution Process.



DUPD Table for DU Cares Awareness

II. JURISDICTION

The University has jurisdiction over Title IX-related complaints regarding conduct that occurs on campus, during an official University program or activity (regardless of location), or off campus when the conduct creates a hostile environment on campus. The University's jurisdiction does not reach a Respondent who is not a member of the University community, but in such instances, the University will assist a Complainant with locating resources, including his or her local Police Department, or reporting to other University Title IX Coordinators as applicable.

III. TRAINING

All University employees are required to complete Title IX training within their first thirty (30) days of employment and to re-train on Title IX every three (3) years. Full-time employees who do not timely comply with this requirement are not eligible to participate in the annual salary increase pool, if any, and will not be considered for a raise; eligibility will be reviewed annually.

The Title IX Coordinator and Deputy Title IX Coordinators will receive regular training regarding Title IX, VAWA, and this Policy.

All Hearing and Appeal Panel members are officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

IV. STANDARD OF PROOF

A finding with respect to a Respondent's responsibility for committing a violation of this Policy is made using a preponderance of the evidence standard. This means that a Hearing Panel will make a determination whether it is more likely than not that the Respondent is responsible for committing a violation.

V. DEFINITIONS

As used in this Policy and the accompanying appendices, the word "Complainant" refers to an individual who is affected by an alleged violation of this Policy, the word "Respondent" refers to an individual who allegedly violated this Policy, and the word "Reporter" refers to an individual who makes a report that this Policy has been violated. A Reporter is sometimes the same person as the Complainant. A "witness" is anyone with first-hand knowledge of the alleged violation of TAP 31.

VI. CONDUCT PROHIBITED BY THIS POLICY

a. Sexual Harassment – Sexual harassment is unwelcome conduct of a sexual nature, including unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, graphic, or physical conduct of a sexual nature, when:

1. Submission to or rejection of such conduct is made either explicitly or implicitly a condition of an individual's employment or academic standing, or is used as the basis for employment decisions or for academic evaluation, grades, or advancement. This quid pro quo sexual harassment can occur whether a person resists and suffers the threatened harm, or whether the person submits and avoids the threatened harm.

2. Such conduct creates a hostile environment that interferes with an individual's employment, education, or access to University programs, activities, and opportunities. A hostile environment can be created by conduct that is severe, persistent, or pervasive, or by a single severe episode. The more severe the conduct, the less need there is to show a repetitive series of incidents to prove a hostile environment.

b. Gender-Based Harassment – Gender-based harassment is behavior consisting of physical or verbal conduct based on gender, sexual orientation, gender-stereotyping, perceived gender, and/or gender identity, but not involving conduct of a sexual nature, when such conduct is sufficiently severe or pervasive such that it substantially interferes with an individual's employment, education, or ability to participate in or benefit from University programs, activities, or opportunities and would detrimentally affect a reasonable person under the same circumstances. Gender-based harassment may include, but is not limited to, verbal or physical attacks, graphic or written statements, threats, or slurs. Alleged gender-based harassment may also violate TAP 30.

c. Sexual Misconduct – Sexual misconduct is a broad term encompassing any unwelcome behavior of a sexual nature that is committed without consent, or by force, intimidation, coercion, or manipulation. Sexual misconduct can be committed by strangers, acquaintances, and family members, as well as casual and long-term dating partners.

d. Sexual Assault – Sexual assault is actual or attempted sexual contact or behavior that occurs without the Complainant's consent and/or by force. Some forms of sexual assault include: rape; forcing a Complainant to perform sexual acts; penetration that is unconsented to; and/or unwanted touching or fondling.

e. Sexual Exploitation – Sexual exploitation involves taking non-consensual sexual advantage of another person. Examples may include, but are not limited to: electronically recording, photographing, or transmitting intimate or sexual utterances, sounds, or images

without the knowledge and consent of all parties involved; voyeurism; and/or distributing intimate sexual information about another person without that person's consent.

f. Stalking – Stalking is a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her safety or the safety of others, or to suffer substantial emotional distress. Stalking may include repeatedly following, harassing, threatening, or intimidating another by telephone, mail, electronic communication, social media, or any other action, device or method.

g. Dating Violence – Dating violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship will be based on the Complainant/Reporter's statements and with consideration of the length and type of relationship and the frequency of interaction between the persons involved in the relationship. Dating violence includes but is not limited to sexual or physical abuse or the threat of such abuse. Dating violence can also include emotional, verbal, and economic abuse, and can exist without the presence of physical abuse.

h. Domestic Violence – Domestic violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

i. Retaliation – Retaliation means any adverse action or threat taken or made against an individual for making a report alleging a violation of this Policy or participating in any investigation or proceeding related to this policy. No individual who complains of or reports an alleged violation of this Policy or who participates in the investigation or resolution of such a complaint shall be subject to retaliation as a result of such activity or participation.



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VII. PROHIBITION OF ROMANTIC RELATIONSHIPS IN CERTAIN SITUATIONS

Because of the potential for sexual harassment in certain situations, the University prohibits romantic and/or sexual relationships in the following situations:

- a. No faculty member may engage in a romantic and/or sexual relationship or in romantic and/or sexual conduct with any student currently enrolled at Duquesne University.
- b. No athletic department employee may engage in a romantic and/or sexual relationship or in romantic and/or sexual conduct with a student athlete.
- c. No campus police officer or security officer may engage in a romantic and/or sexual relationship or in romantic and/or sexual conduct with any student currently enrolled at Duquesne University.
- d. No Residence Life staff member may engage in a romantic and/or sexual relationship or in romantic and/or sexual conduct with any student currently enrolled at Duquesne University.
- e. A supervisor may not engage in a romantic and/or sexual relationship or in romantic and/or sexual conduct with any employee 1) over whom the supervisor has managerial authority or indirect influence regarding conditions of employment, 2) who is in the supervisor's direct or indirect reporting line, and/or 3) who is in the supervisor's department if the supervisor is at any level other than first level supervisor.

All universities hold a special relationship with their students. At Duquesne our actions are guided by our identity and mission as a Catholic university. Therefore, we expect all employees to exercise good judgment and to demonstrate appropriate professional behavior when interacting with students.

Parties to a relationship that is not prohibited herein must not use their relationship to disadvantage or harm third parties who are not involved in the relationship.

VIII. CONSENT

a. What is consent:

A party must actively and positively agree to sexual contact for the sexual contact to be considered consensual. Both parties must receive verbal agreement and positive cooperation. For additional information, please see www.duq.edu/titleix.

IX. RESOURCES FOR REPORTING

- a. Title IX Coordinator – The University's Title IX Coordinator is Alicia Simpson, 412-396-2560, simpsona8@duq.edu. It is the responsibility of the Title IX Coordinator to:
 1. Receive report and complaints under this Policy;
 2. Coordinate dissemination of information and education and training programs;
 3. Assist members of the University community in understanding the actions that are prohibited by this Policy;
 4. Answer questions about this Policy;
 5. Ensure that employees and students are aware of the procedures for reporting and addressing a complaint of a violation of this Policy;
 6. Oversee the prompt, fair, and impartial Resolution Process of complaints/reports of violations of this Policy filed with the University in accordance with the provisions of this Policy and the TAP 31 Resolution Process; and
 7. Chair the Title IX Advisory Committee. This Committee monitors and addresses trends and pervasive patterns of violations of this Policy, evaluates current Title IX training and preventative programming, and proposes new trainings and programming as appropriate.
- b. Deputy Title IX Coordinators – The University's Deputy Title IX Coordinators are:
 - Sherene Brantley (Athletics) 412.396.5243 lemoniass@duq.edu
 - Kate DeLuca (Nursing) 412.396.6551 deluca899@duq.edu
 - Tiana Brophy (Disability Services) 412.396.6658 brophyt@duq.edu
 - Quincy Stephenson (The Center) 412.396.1117 stephensonq@duq.edu
 - Anne Mullarkey Sawa (Student Conduct) 412.396.6642 mullarke@duq.edu
 - Lindsay Seal (Human Resources) 412.396.5103 seall@duq.edu
 - The Deputy Title IX Coordinators may receive reports of alleged violations of this Policy. They will also answer questions about this Policy, ensure employees and students are aware of this Policy and its procedures for reporting, and will act along with the Title IX Coordinator in administering this Policy.
- c. **University Police** – In situations involving danger to persons or property, individuals are encouraged to report the incident to the applicable local police department or Duquesne's Public Safety department at 412-396-2677.
- d. **Confidential Resources** – Some University employees may talk with a Complainant in confidence.



Emergency Management & Threat Assessment Reception

These resources are:

1. Spiritan Campus Ministry, 412.396.6020
2. University Counseling, 412.396.6204
3. University Psychology Clinic, 412.396.6562
4. Health Services, 412.396.1650

Off-campus confidential resources include:

1. Pittsburgh Action Against Rape (PAAR): 24 hour helpline: 1.866.END.RAPE.
 2. Center for Victims of Violence and Crime (CVVC): 24 hour helpline: 1.866.644.2882.
 3. Resolve Crisis Network: 24 hour helpline: 1.888.7YOU.CAN.
- e. All Confidential Resources may have reporting requirements and/or other obligations under state or federal law, including reporting requirements under the Clery Act, which mandates reporting of certain crimes but does not require the report to include any personally identifiable information.
- f. **Responsible Employees** – At Duquesne, all employees are Responsible Employees, except for those who are deemed “Confidential Resources” in this Policy.
- g. A Responsible Employee is not a Confidential Resource. A Responsible Employee with knowledge of an alleged or actual violation of this Policy must report it to the Title IX Coordinator, and must report all relevant details about the alleged or actual violation of this Policy, including the name of the Complainant, the name of the Respondent (if known), other individuals involved, and relevant facts including the date, time, and location..

X. REMEDIAL AND/OR PROTECTIVE MEASURES

The University offers a wide range of resources for students and employees, whether as Complainants or Respondents, to provide support and guidance throughout the initiation, investigation, and resolution of a report of conduct that is prohibited by this Policy. Further, the University will offer reasonable and appropriate measures to protect a Complainant and facilitate the Complainant’s continued access to University employment and/or educational programs and activities. These measures may be remedial or protective, as follows:

- a. **Remedial Measures:** measures designed to maintain a Complainant’s continued access to educational programs or activities. Remedial measures may be temporary or permanent, and are available regardless of whether a Complainant decides to file a charge with the University, make a report to law enforcement agencies, or participate in the TAP 31 Resolution Process. The Title IX Coordinator shall provide written notification to Complainants about options for, available assistance in, and how to request changes to:
1. Extensions of deadlines and other academic supports,
 2. The Complainant’s work schedule or job assignment,

3. The Complainant’s campus housing,
4. Escort and other safety planning steps,

b. **Protective Measures:** measures involving a restrictive action against a Respondent. Protective measures are temporary pending the completion of the TAP 31 Resolution Process. Protective measures are not automatically enforced, but are determined on a case by case basis. Examples may include:

1. Change in the Respondent’s class schedule,
2. Change in the Respondent’s work schedule or job assignment,
3. Change in the Respondent’s campus housing,
4. Exclusion from all or part of University housing or specified activities or areas of campus,
5. Prohibition from participating in student activities or representing the University in any capacity,
6. Imposition of a no-contact directive between the Respondent and Complainant, and/or
7. Interim suspension.

The Title IX Coordinator has the discretion to impose and/or modify any remedial and/or protective measure based on all available information, and is available to meet with a Complainant or Respondent to address any concerns about the provision of remedial and/or protective measures.

XI. SANCTIONS

Sanctions

a. **How Sanctions are Determined:** When a Respondent has been found responsible for violating TAP 31, appropriate sanctions may be assigned which are adequate to protect the safety of the campus community and reflective of the seriousness of the sexual misconduct, sexual violence, and the other prohibitions contained within this Policy. Previous conduct violations by a Respondent may be considered when assigning sanctions.

b. **Potential Sanctions against Students:** Students are subject to the list of disciplinary sanctions in the Code of Student Rights, Responsibilities, and Conduct for violations of the Code.

1. **Apology:** a written apology to the Complainant(s) identifying the Prohibited Conduct, what the Respondent(s) learned from the Student Conduct Process, and how the Respondent(s) will act differently in the future.
2. **Disciplinary Probation:** a formal, official disciplinary warning status enacted for a specified duration admonishing a Student if they are found responsible for engaging in Prohibited Conduct during this time-period, more severe disciplinary sanctions up to and including suspension and/or expulsion, will automatically be imposed, without a new hearing.

- 3. Educational Projects/Classes:** includes, but is not limited to, webinars and research/reflection papers.
 - 4. Expulsion:** permanent removal of a Student from the University. Upon being expelled from the University, a Student is not permitted on the University Property for any reason and is not eligible for readmission. A Student who is expelled from the University forfeits all payments for tuition and fees incurred for the semester the Prohibited Conduct occurred.
 - 5. Fees:** payment of the fees for sanctions, including, but not limited to, counseling, assessment, and/or the CARES class.
 - 6. Intervention:** alcohol and/or substance abuse education classes (CARES classes); counseling and/or assessment; educational or informative workshops, events, or reflective papers; research papers; community service; mediation and/or other activities appropriate to the Prohibited Conduct.
 - 7. Loss of Privileges:** denial of specific privileges for a specified period of time. This may include, but is not limited to:
 - i. Living Learning Center visitation suspension (loss of the privilege of visitation for a University Living Learning Center for a specified period of time or until a specific condition or set of conditions are met),
 - ii. Living Learning Center relocation (loss of the privilege of living in the Student's current Living Learning Center and requiring the Student to move to an alternative Living Learning Center of the University's choosing),
 - iii. Living Learning Center expulsion (loss of the privilege of living in a University Living Learning Center at any time),
 - iv. Prohibition from being on the University's campus for non-academic related reasons,
 - v. Prohibition from participating in non-academic activities,
 - vi. Loss of privilege to represent the University as a member of an athletic team, and/or
 - vii. Removal from service in a leadership position of a Registered Student Organization.
 - 8. No Contact Order:** a formal, official order prohibiting the student from contacting a named member of the University community, either in person, through a third party, or using any electronic means. Although direct and indirect communication is prohibited, the University cannot guarantee total separation and, depending on the specific directives of the No Contact Order, students to which a No Contact Order apply, may from time to time be present at the same location, including classroom location, on campus.
 - 9. Restitution:** compensation for loss, damage, or injury. This may take the form of appropriate service, monetary replacement, and/or material replacement.
 - 10. Suspension:** removal of a Student from the University for a stated period of time. During the suspension period all of the following applies:
 - i. The Student shall not be allowed to take any courses at the University on campus, online, or as part of a study abroad experience,
 - ii. The Student is not permitted on University Property,
 - iii. The Student will not be considered for employment at the University,
 - iv. The Student will not serve as an elected or appointed leader or officer in a Registered Student Organization, and
 - v. The Student will not attend University events except as otherwise specified. During the suspension period, a student is considered "not in good standing" with the University. A Student who is suspended from the University during the semester in which they were found responsible for engaging in Prohibited Conduct is eligible for a tuition credit that will be applied to the semester immediately following the period of suspension. The amount of tuition credited will be based upon the tuition refund schedule for a voluntary withdrawal and the tuition rate in effect during the semester in which the Student was found responsible for engaging in Prohibited Conduct, less any required financial aid adjustments and any outstanding balance on the Student's account. The date used to calculate the tuition credit will be the date of the Prohibited Conduct that resulted in the suspension. Tuition credit not utilized in the semester immediately following the period of suspension is forfeited.
- C. Written Reprimand:** a formal, official notice of censure.
- As set forth in the Code of Student Rights, Responsibilities, and Conduct, the University reserves the right to impose other sanctions in response to the specific circumstances of a violation of this Policy.
- Potential Sanctions against Employees:** Disciplinary sanctions for employee violations of this Policy may range from a disciplinary warning to termination from the University. Disciplinary sanctions may include one or more of the following measures: termination from the University, unpaid suspension, change in working facility, mandated enrollment in an Employee Assistance Program, written reprimand in personnel file, and/or withholding of salary increase. The University reserves the right to impose other sanctions in addition to those listed above in response to the specific circumstances of a violation of this Policy.



Lt Marr Receiving Oath of Office

AMNESTY FOR STUDENT DRUG OR ALCOHOL VIOLATIONS

Duquesne considers the reporting of alleged violations of sexual misconduct to be of great importance to our campus community. To encourage reporting, students reporting alleged violations of TAP 31 may be granted immunity from student conduct charges for possession or consumption of alcohol or drugs. For the full Amnesty Policy, see the Student Handbook.

RELATIONSHIP WITH STUDENT HANDBOOK

In the event a student's conduct violates this Policy and other policies contained in the Code of Student Rights, Responsibilities and Conduct, a student may be subject to concurrent processing of both violations.

RELATED INFORMATION

- TAP No. 30, Equal Educational and Employment Opportunity and Human Relations in the Workplace and Classroom
- The Faculty Handbook.
- The Code of Student Rights, Responsibilities, and Conduct.
- TAP No. 31 Appendix A - If You or Someone You Know Have Experienced Sexual Assault 1-2019
- TAP No. 31 Appendix B - TAP No. 31 Resolution Process 1-2019
- TAP No. 31 Appendix C - Rights and Responsibilities of the Complainant, Respondent, and University Under TAP No. 31 1-2019

VIOLATIONS

Violations of this Policy are subject to the sanctions set forth in Section XI.

The Administrative Policies

TAP NO. 61: INTERIM POLICY ON TITLE IX SEXUAL HARASSMENT

SCOPE

This Policy applies to all students, faculty, and staff of the University and anyone participating in or attempting to participate in the University's Education Program or Activities, including volunteers and third parties doing business with the University. This Policy applies regardless of whether or not the Complainant and the Respondent are members of the same sex, and it applies regardless of national origin, immigration status, or citizenship status. In some circumstances, a Respondent may be a non-affiliate of the University. Non-affiliates are prohibited from violating this Policy but are not entitled to the procedural rights this Policy affords..

PURPOSE

This Policy establishes the University's prohibition against Title IX Sexual Harassment and the University's response to allegations of Title IX Sexual Harassment over which the University has jurisdiction. Included in this Policy is information on how to report Title IX Sexual Harassment, information about filing Formal Complaints of Title IX Sexual Harassment, the Formal Grievance Process for addressing Formal Complaints of Title IX Sexual Harassment, and other options and obligations of the University and the parties involved in a report of Title IX Sexual Harassment (collectively, the "Grievance Procedures").

POLICY

I. STATEMENT OF NONDISCRIMINATION

- In accordance with the University's mission, and as required by Title IX and its implementing regulations, the University does not discriminate on the basis of sex in any of its programs or activities, including admission and employment. Moreover, Duquesne University is committed to fostering an atmosphere free from Title IX Sexual Harassment and creating an inclusive campus environment for all members of the University community. Title IX Sexual Harassment is destructive to such a climate and is not tolerated.
- Inquiries about the application of Title IX may be referred to the Title IX Coordinator or Assistant Secretary of the United States Department of Education's Office for Civil Rights, or both.

II. TITLE IX SEXUAL HARASSMENT

- Title IX Sexual Harassment is defined for the purposes of this Policy in accordance with Title IX's implementing regulations and refers to conduct which falls into one of the categories below. All Title IX Sexual Harassment is considered to be alleged, meaning unproven, until a determination of Respondent's responsibility, if any, is made.
- A University employee conditioning the provision of an aid, benefit, or service of the University on a person's participation in unwelcome sexual conduct.
- Unwelcome conduct of a sexual nature that is so severe, pervasive, and objectively offensive, as determined by a reasonable person, that it effectively denies a person equal access to the University's Education Program or Activity.
- Sexual assault, meaning any of the following acts:
 - Sexual bodily connection with a person, which means penetration, including the slightest penetration, without consent, including instances where consent cannot be given because of age or because of temporary or permanent mental or physical incapacity, where one or more of the Respondents is the opposite sex as the Complainant.
 - Oral or anal sexual intercourse with another person, without consent, including instances where consent cannot be given because of age or because of temporary or permanent mental or physical incapacity.
 - Use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without consent, including instances where consent cannot be given because of age or because of temporary or permanent mental or physical incapacity.
 - The touching of the private body parts of another person for the purpose of sexual gratification without consent, including instances where consent cannot be given because of age or because of temporary or permanent mental or physical incapacity.
 - Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - Nonforcible sexual intercourse with a person who is under the statutory age of consent.

- a. Dating violence, meaning violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant, where the existence of such relationship is determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- b. Domestic violence, meaning felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner; by a person with whom the Complainant shares a child in common; by a person who is cohabitating with or has cohabitated with the Complainant as a spouse or intimate partner; by a person similarly situated to a spouse of the Complainant under applicable domestic or family violence laws; or by any other person against Complainant who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- c. Stalking, meaning engaging in a course of conduct directed at a specific person on the basis of sex that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. This can be proven through a course of conduct, which is two or more acts, including but not limited to, acts in which the alleged stalker directly, indirectly, or through third parties by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

III. JURISDICTION

- a. The University has jurisdiction to respond to Title IX Sexual Harassment that occurs in the University's Education Program or Activity against a person in the United States.
- b. "Education Program or Activity" means all of the operations of the University, and includes locations, events, or circumstances over which the University exercises/exercised substantial control over both the Respondent and the context in which the Title IX Sexual Harassment occurs. It also includes any building owned or controlled by an officially recognized student organization.
- c. The University has jurisdiction over off campus conduct if it occurs as part of the University's operations, if the University exercised substantial control over the Respondent and the context of the Title IX Sexual Harassment, or if the Title IX Sexual Harassment occurs at an off campus building owned or controlled by an officially recognized student organization.
- d. The University does not have jurisdiction to address Title IX Sexual Harassment that occurs against a person outside of the United States.

IV. RELATIONSHIP WITH OTHER UNIVERSITY POLICIES

- a. Federal regulations require that "Title IX Sexual Harassment" be defined more narrowly than "harassment" is defined under other University Policies and civil rights laws. The University, and in some circumstances state and federal law, also prohibits discrimination and harassment beyond that encompassed by the Title IX Sexual Harassment definition, where based on race, color, gender, sex, sexual orientation, pregnancy, age, religion, national origin, marital status,

genetic history, Veteran status, disability, and/or any other category or characteristic otherwise protected by state or federal law. See the Student Handbook; TAP No. 30, Equal Educational and Employment Opportunity and Human Relations in the Workplace and Classroom; and TAP No. 31: Sexual Misconduct. As determined by the University, reports or Formal Complaints of conduct that do not meet the definition of Title IX Sexual Harassment and/or that are not under the University's jurisdiction under this Policy may still violate and be addressed in accordance with other University Policies, including TAP 30, TAP 31, and the Student Code of Conduct.

V. TIMEFRAMES

- a. The Grievance Procedures in this Policy will be completed in a reasonably prompt manner. Where a timeframe is given in a number of days, the length of the timeframe is calculated in business days. Days where the University is closed for breaks and/or Holidays do not count as business days for the purposes of the timeframes contained in this Policy.
- b. Following the filing of a Formal Complaint, a Hearing will usually occur within 60 days. However, the University will not compromise a thorough and fair process to meet the 60-day completion goal. This timeframe may be extended if the Parties elect to participate in Informal Resolution, which will typically extend the process by an additional 30 days. Additionally, these timeframes for completion may be subject to limited extension or temporary delay for good cause, by the Title IX Coordinator in consultation with appropriate University administrators. Good cause may include but is not limited to considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities. The 60-day timeframe may also be impacted if the Complainant and Respondent agree to participate in Informal Resolution. Parties will receive ongoing written communication regarding the progress of the Grievance Process, including written notice of any delay or extension and the reason for the action.

VI. PARTY AND ADVISOR DEFINITIONS

- a. A Complainant is the party who is alleged to be the victim of conduct that could constitute Title IX Sexual Harassment.
- b. A Respondent is the party who is alleged to have engaged in conduct that could constitute Title IX Sexual Harassment.
- c. An Advisor is an individual who provides advice and counsel to a party. Parties are permitted to be accompanied by an Advisor at all times in the process. Advisors must abide by the University's Rules for Advisors found on the University's Title IX website.

VII. IMPORTANT CONCEPTS

a. Amnesty for Student Drug or Alcohol Violations

- i. The health and safety of every University student is of utmost importance. The University recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time the Title IX Sexual Harassment occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. To encourage reporting, a witness to or individual who experiences Title IX Sexual Harassment will be granted amnesty from Code of Conduct

charges for alcohol and/or drug violations. Students may, however, be required attend an approved alcohol or drug education program. This amnesty provision also applies to student groups. Amnesty does not preclude or prevent action by police or other legal authorities pursuant to relevant state or federal criminal statutes.

b. Confidentiality

- i. Except as otherwise discussed in this Policy and as required under law, including the Family Educational Rights and Privacy Act (FERPA), the University will keep confidential the identity of any individual who has made a report or filed a Formal Complaint of Title IX Sexual Harassment, any Complainant, any individual who has been reported to be the perpetrator of Title IX Sexual Harassment, any Respondent, and any witness. Following the filing of a Formal Complaint, during the Formal Process explained in Section III in Appendix A, non-privileged evidence will be shared with the parties and their Advisors.

c. Consent

- i. Consent means a knowing, voluntary, active, present, and ongoing agreement. In order for there to be consent, both parties who have the capacity to act freely must receive verbal agreement and positive cooperation. A verbal “no,” even if it may sound indecisive or insincere, constitutes a lack of consent. The absence of a verbal “no” does not mean “yes.” Lack of protest does not imply consent. Past consent does not imply ongoing and/or future consent or consent to other acts.
- ii. There is not capacity to consent under the following circumstances: unconsciousness; incapacitation due to drugs, alcohol, or sleep; physical force, threats, intimidation, or coercion; and/or otherwise without capacity to provide consent due to intellectual or other disability or condition reasonably knowable to the other party. Regarding incapacitation due to drugs or alcohol, the University will consider whether a reasonable person, who was sober, should have known that the other party was incapacitated. Alcohol and other drugs impact individuals differently, and determining whether an individual is incapacitated due to the effects of drugs or alcohol requires an individualized and fact-specific determination.

d. Equitable Treatment

- i. The University will treat parties involved in a report of Title IX Sexual Harassment equitably by offering Supportive Measures to a Complainant, providing remedies to a Complainant where a determination of responsibility for Title IX Sexual Harassment has been made against the Respondent, and by following the Formal Grievance Process described in Appendix A before the imposition of any disciplinary sanctions or other actions that are not Supportive Measures against a Respondent, except that 1) any student Respondent may be removed from the University's Education Program or Activity on an emergency basis, whether or not a Formal Grievance Process is pending; 2) that a non-student employee respondent may be placed on administrative leave during the pendency of an investigation during the Formal Grievance Process; and 3) that the Parties may choose to resolve the matter through Informal Resolution.



Sgt. Johnson Receiving Oath of Office

e. Evidence, Credibility, Policy Presumptions, and Conflicts of Interest or Bias

- i. Throughout the Grievance Procedures, including during the Formal Grievance Process, all relevant evidence will be reviewed objectively.
- ii. The Title IX Coordinator, Investigators, Decision-Makers, and anyone who facilitates Informal Resolution (the “Title IX Response Team”), will not have a conflict of interest or bias for or against Complainants or Respondents generally, or for or against a specific Complainant or Respondent.
- iii. Credibility determinations will not be made based on a party's status as a Complainant or Respondent and the University will not prejudice any facts at issue.
- iv. Until a determination of responsibility has been made at the conclusion of the Formal Grievance Process, a Respondent is presumed not to be responsible for Title IX Sexual Harassment. However, this presumption of non-responsibility is not a presumption about the Respondent's credibility, believability, or truthfulness. Additionally, this presumption of non-responsibility does not assume that a Complainant is untruthful.

f. Privileged Information

- i. The Grievance Procedures do not require, allow, rely upon, or otherwise use questions or evidence that constitutes or seeks disclosure of, information protected under legally recognized privilege, unless the person holding privilege has voluntarily waived it in writing. Accordingly, during the Formal Grievance Process described in Appendix A, the Investigators will not access, consider, disclose, or otherwise use a Party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the Investigators obtain that Party's voluntary written consent.

g. Supportive Measures

- i. Supportive Measures are non-disciplinary and non-punitive individualized services that are designed to restore or preserve equal access to the University's Education Programs and/or Activities, protect the safety of the educational environment, and deter Title IX Sexual Harassment.
- ii. Supportive measures are available to Complainants and Respondents.
- iii. Supportive Measures that unreasonably burden the other Party will not be offered.
- iv. Supportive Measures are offered as appropriate, as reasonably available, and without fee or charge, and can include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, and leaves of absence.
- v. Supportive Measures may be offered at any time following a report and throughout the Grievance Procedures.
- vi. Supportive Measures are offered and may be implemented regardless of whether a Complainant has filed a Formal Complaint.
- vii. Supportive Measures will be maintained as confidential except to the extent that maintaining confidentiality would impair the University's ability to provide the Supportive Measures.
- viii. The Title IX Coordinator is the point of contact for coordinating the effective implementation of Supportive Measures, and has the discretion to impose and/or modify any supportive measures based on all available information and a meaningful dialogue with the party for whom the Supportive Measures will be provided. The determination of appropriate Supportive Measures in a given situation will be based on the facts and circumstances of that situation.

h. Standard of Evidence

- i. The standard of evidence to be used to determine responsibility under this policy is the preponderance of evidence standard, meaning more likely than not.

i. Retaliation

- i. No one, including the University, may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or this Policy, including, among other things, by making a report or Formal Complaint of Title IX Sexual Harassment.
- ii. No one, including the University, may intimidate, threaten, coerce, or discriminate against any individual because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy.
- iii. Charges against an individual for code of conduct violations for the purpose of interfering with any right or privilege secured by Title IX or this Policy constitutes retaliation.



Corporal Helch receiving Commitment to Spiritan Mission Award

- iv. The exercise of rights protected under the First Amendment, as may be applicable at a private university, does not constitute retaliation.
- v. Charging an individual with a code of conduct violation for making a materially false statement in bad faith during the Grievance Procedures does not constitute retaliation.
- vi. A Decision-Maker's determination of responsibility alone is not sufficient to conclude that a party made a materially false statement in bad faith.
- vii. Reports and Formal Complaints of retaliation will be addressed following the Grievance Procedures outlined in this Policy for addressing reports and Formal Complaints of Title IX Sexual Harassment.

VIII. REPORTING TITLE IX SEXUAL HARASSMENT

a. Who can make a report?

- i. Anyone can file a report of conduct that could constitute Title IX Sexual Harassment.
- ii. A report is different than a Formal Complaint. See Section IX: Formal Complaints.

b. Who can receive a report?

- i. A report can be made to the Title IX Coordinator (at any time, including non-business hours); to a Deputy Title IX Coordinator; to any University employee; to Public Safety; anonymously by using the Anonymous Reporting Form on the Title IX website; or confidentially by contacting one of the confidential resources listed in this section.

1. The University's Title IX Coordinator is Alicia Simpson, 412.396.2560, simpsona8@duq.edu. Office: Union #339. Address: Duquesne University, Union #339, 600 Forbes Ave., Pittsburgh, PA 15282.

It is the responsibility of the Title IX Coordinator to oversee the University's efforts to comply with its responsibilities under Title IX and this Policy.

2. The University's Deputy Title IX Coordinators are:

- Sherene Brantley (Athletics) 412.396.5243 lemoniass@duq.edu
- Tiana Brophy (Disability Services) 412.396.6658 brophyt@duq.edu
- Kate DeLuca (Nursing) 412.396.6551 deluca899@duq.edu
- Anne Mullarkey Sawa (Student Conduct) 412.396.6642 mullarke@duq.edu
- Lindsay Seal (Human Resources) 412.396.5103 seall@duq.edu
- Quincy Stephenson (The Center) 412.396.1117 stephensonq@duq.edu

3. A report may be made to any Responsible Employee. A Responsible Employee is defined as an employee who is required to share a report of Title IX Sexual Harassment with the Title IX Coordinator. All Duquesne employees, including Deputy Title IX Coordinators and Public Safety Officers, are Responsible Employees.
4. A report that is made to the Title IX Coordinator by anyone, including by a Responsible Employee, will trigger outreach to the Complainant.
5. An anonymous report to the University's Title IX Coordinator may be filed by using the Anonymous Reporting Form located on the University's Title IX website. An anonymous report to the Title IX Coordinator of Title IX Sexual Harassment obligates the University to respond in accordance with Section XII: Initial Outreach. The University's ability to respond, however, will be affected by whether the report discloses the identity of the Complainant and/or Respondent. Additionally, in order to provide Supportive Measures to a Complainant, it is not possible for the Complainant to remain anonymous because at least one school official (the Title IX Coordinator) will need to know the Complainant's identity, but as further discussed in Section XIII: Supportive Measures, Supportive Measures will be kept confidential to the extent possible, and a Complainant may obtain Supportive Measures without identifying himself/herself to the Respondent (to the extent possible while implementing the Supportive Measure) or to anyone other than the Title IX Coordinator and anyone else who has a need to know in order to implement Supportive Measures.
6. A confidential report may be made by contacting one or more of the following on-campus or off-campus resources.

- a. On-campus confidential resources:

- i. Spiritan Campus Ministry, 412.396.6020;
- ii. University Counseling, 412.396.6204;
- iii. University Psychology Clinic, 412.396.6562; and
- iv. Health Services, 412.396.6562.

- b. Off-campus confidential resources:

- i. Pittsburgh Action Against Rape 24-hour helpline
 - ii. (1.866.END.RAPE); Center for Victims of Violence and Crime 24-hour helpline (1.866.644.2882); and
 - iii. Resolve Crisis Network 24-hour helpline
 - iv. (1.888.7.YOU.CAN).
- c. Confidential Resources may have reporting requirements and/or other obligations under state or federal law, including reporting requirements under the Clery Act, which mandates reporting of certain crimes but does not require the report to include any personally identifiable information.
 - d. Making a report to a confidential resource does not give the University actual knowledge of alleged Title IX Sexual Harassment and therefore does not trigger outreach by the Title IX Coordinator.

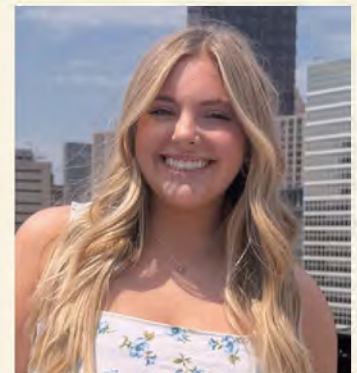
7. In situations involving danger to persons or property, individuals are encouraged to report the incident to the applicable local police department or Duquesne's Public Safety department at 412.396.2677.

- a. What Happens Next?

- i. Upon receipt of a report, the Title IX Coordinator will conduct a preliminary inquiry to determine, based on the allegations shared at the time, the appropriate University Policy and process under which to handle the matter.
- ii. When the Title IX Coordinator receives a report containing allegations of Title IX Sexual Harassment, the Title IX Coordinator will promptly and confidentially contact the Complainant to discuss the availability of Supportive Measures, consider the Complainant's wishes with respect to Supportive Measures, inform the Complainant of the availability of Supportive Measures with or without the filing of a Formal Complaint, and explain to the Complainant the process for filing a Formal Complaint.



*Security Systems Coordinator
Bob Mason's daughter, Natalie.
Natalie will be graduating from
the McAnulty School of Liberal
Arts in May 2026.*



*Police Communication Operator
John Brunick's daughter, Zoe.
Zoe will be graduating with
her Undergraduate Degree in
Early Childhood Education in
December 2025.*

- iii. The Title IX Coordinator will follow the Formal Grievance Process in Appendix A before imposing any disciplinary actions on a Respondent or any other actions that are not Supportive Measures.

IX. FORMAL COMPLAINTS

- a. A Formal Complaint is a paper or electronic submission that is filed by the Complainant or signed by the Title IX Coordinator, alleging Title IX Sexual Harassment against a Respondent, and requesting that the University investigate the Title IX Sexual Harassment. When filed by the Complainant, a Formal Complaint must contain the Complainant's physical or digital signature, or otherwise indicates that it is the Complainant who is filing the Formal Complaint.
- b. In response to a Formal Complaint, the University will follow the Formal Grievance Process set forth in Appendix A.
- c. A Formal Complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information in Section VIII: Reporting Title IX Sexual Harassment.
- d. At the time of filing a Formal Complaint, a Complainant must be participating in or attempting to participate in the University's Education Programs and/or Activities.
- e. A Respondent is not required to be enrolled or employed by the University or otherwise affiliated or connected with the University.
- f. There is no time limit on a Complainant's decision to file a Formal Complaint. However, Complainants and reporters are encouraged to report soon after the Title IX Sexual Harassment to maximize the University's ability to investigate and respond.
- g. Other than a Title IX Coordinator, third parties cannot file Formal Complaints, except to the extent a parent or guardian with the legal right to act on a Complainant's behalf may file a Formal Complaint. In these cases, the parent or guardian is not considered to be the Complainant, but rather acting on behalf of the Complainant. If a parent or guardian of a student has a legal right to act on behalf of a student, the parent or guardian may do so throughout the Grievance Procedures.
- h. The University will investigate a Formal Complaint even where the Complainant doesn't know the Respondent's identity. If the investigation reveals the Respondent's identity, the University will send both parties the written notice discussed in Section II of Appendix A.

- i. In certain situations, where multiple Formal Complaints arise out of the same facts or circumstances and involve more than one Complainant, more than one Respondent, or what amount to counter-complaints by one party against the other, the University has discretion to consolidate Formal Complaints. Where there are multiple Complainants and one Respondent, the University may consolidate the Formal Complaints where the allegations of Title IX Sexual Harassment arise out of the same facts or circumstances such that the allegations directly relate to all parties.
- j. Where the Title IX Coordinator signs a Formal Complaint, the Title IX Coordinator is not a Complainant or otherwise a party, and retains the responsibilities otherwise associated with the Title IX Coordinator under this Policy. In deciding whether to sign a Formal Complaint, the Title IX Coordinator will evaluate whether an investigation is required even where a Complainant does not wish to file a Formal Complaint, and will consider such factors as whether there is a pattern of alleged misconduct by a Respondent and/or whether a Complainant's allegations involve violence, use of a weapon(s), or similar factors. The Title IX Coordinator will also consider the Complainant's wishes regarding how the University should respond. If the Complainant's identity is unknown, the Formal Grievance Process will proceed where the Title IX Coordinator has determined it is necessary to sign a Formal Complaint, even though written notice of the allegations will not include the Complainant's identity.

X. DISMISSAL OF FORMAL COMPLAINTS

- a. **Mandatory Dismissal:** The University must dismiss some or all of the conduct alleged in the Formal Complaint if it does not meet this Policy's definition of Title IX Sexual Harassment, even if proved, and/or it is not conduct over which the University has jurisdiction under this Policy, such as conduct which occurred against a person outside of the United States.
- b. **Permissive Dismissal:** The University may dismiss some or all of the conduct alleged in a Formal Complaint if at any time during the investigation or Hearing: 1) the Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint or any allegations therein, 2) the Respondent is no longer enrolled or employed by the University, and/ or 3) specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to the Formal Complaint or allegations therein.
- c. When a Formal Complaint is dismissed in whole or in part, the University will promptly and simultaneously notify both parties in writing and will include the reason(s) for the dismissal. Either party may appeal the dismissal on one or more of the grounds identified in the Appeals section on Appendix A. Appeals regarding dismissals of Formal Complaints or allegations therein will follow the Appeal process in Appendix A.
- d. Dismissal of some or all of the conduct alleged in a Formal Complaint does not prohibit the University from addressing the alleged conduct through any other University policy under which such conduct is prohibited and the University has jurisdiction to address the conduct.



Police blessing

XI. REMOVALS AND LEAVES

- a. **Emergency Removal:** A student Respondent may be removed from the University's Education Program or Activity on an emergency basis prior to conclusion of a Formal Grievance Process or where no Formal Grievance Process is pending. Respondents will be removed following a determination that the Respondent poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Title IX Sexual Harassment. The University will undertake an individualized safety and risk analysis following the Involuntary Leave Procedures administered by the University's Campus Community Risk Team, before removing a Respondent on an emergency basis. This Involuntary Leave Procedures provide Respondents with an immediate post-removal opportunity to challenge the removal.
- b. **Administrative Leave:** A non-student employee Respondent may be placed on an administrative leave, with or without pay, during the pendency of the Formal Grievance Process, in compliance with other University obligations under applicable laws, Handbooks, contracts, or similar.

XII. INFORMAL RESOLUTION

- a. Nothing in this Policy may be construed to modify any rights that may be available to parties under the Americans with Disabilities Act and/or TAP No. 56: Americans with Disabilities (ADA) and Requests for Accommodations). Additionally, parties wishing to receive accommodations and/or interpretive services under the policy should notify the Title IX office as soon as such a need is identified, and the Title IX Office will coordinate such requests with the Office of Disability Services.

XIV. APPENDICES

TAP NO. 61 APPENDIX A – FORMAL GRIEVANCE PROCESS

I. Formal Grievance Process Overview and Principles

- a. A Formal Complaint initiates the Formal Grievance Process. The Formal Grievance Process provides for the investigation and adjudication of Title IX Sexual Harassment. This Appendix A sets forth the Formal Grievance Process the University will follow in response to receipt of a Formal Complaint of alleged Title IX Sexual Harassment.
- b. During the Formal Grievance Process, the parties have an equal opportunity to present relevant evidence.
- c. The parties' ability to discuss the allegations under investigation or to gather and present relevant evidence related to the alleged Title IX Sexual Harassment is not restricted under this Policy. Party discussions of allegations and the gathering and presentation of relevant evidence, however, does not permit parties to engage in witness tampering, nor does it allow for retaliation under the policy. Additionally, except as otherwise permitted under Title IX or other applicable law, parties and Advisors are not permitted to disclose or disseminate the evidence they review and inspect, or the Investigative Report, outside the Formal Grievance Process.

- d. A Complainant may have the option to pursue legal action through civil litigation or by pressing criminal charges. The pendency of a civil or criminal matter does not relieve the University of its obligation to respond to alleged Title IX Sexual Harassment. Concurrent law enforcement activity may result in a temporary delay of the Formal Grievance Process, and, if so, the parties will be notified of the delay.
- e. Under the Formal Grievance Process, the University's email account of a party or University-affiliated witness or Advisor is the official method of communication. Parties and University-affiliated witnesses and Advisors should regularly check their account for time critical notices or administrative notices requiring a timely response.

II. University's Response to a Formal Complaint

- a. When the University receives a Formal Complaint of alleged Title IX Sexual Harassment, the University will provide the following written notice and information to both the Complainant and the Respondent, if their identities are known:
 - i. Notice of the University's Formal Grievance Process.
 - ii. Notice of the allegations of Title IX Sexual Harassment, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved, if known; the conduct allegedly constituting Title IX Sexual Harassment; and the date and location of the alleged Title IX Sexual Harassment, if known. To the extent the University investigates additional allegations of Title IX Sexual Harassment not included in the initial notice to the parties, the University will provide written notice of the additional allegations to the parties whose identities are known.
 - iii. Information about the Informal Resolution process.
 - iv. Information about Policy Presumptions (Policy Section VII).
 - v. Notice that parties may have an Advisor of their choice who may be an attorney.
 - vi. Notice that parties may inspect and review evidence as set forth in Section III of this Appendix.
 - vii. Notice that parties are prohibited from knowingly making materially false statements in bad faith and that such action is prohibited by the Student Code of Conduct and TAP No. 55: Ethical, Respectful, and Professional Conduct.

III. Investigations

- a. **General Information:**
 - i. A Formal Complaint, that has not been dismissed, will be investigated by the Title IX Coordinator and one or more Deputy Title IX Coordinator (for the purposes of Appendix A: an "Investigator" or collectively, the "Investigators"). The Investigators are responsible for gathering evidence sufficient to reach a determination regarding responsibility; the burden is not on the parties.
 - ii. **During the Investigation:**
 - 1. The Investigators will request to meet with the Complainant, the Respondent, and witnesses discovered during the investigation or suggested by the parties.

2. The Investigators may request follow up meetings with the parties and/or any witnesses.
3. Both parties have equal opportunity to present witnesses and evidence as part of the process.
4. The parties, and the Investigators, do not have the right to depose other parties or witnesses or to compel parties or witnesses to participate in the Formal Grievance Process.
5. The Investigators will take meeting notes, and will gather evidence directly related to the allegations raised in the Formal Complaint from the Complainant, Respondent, and any witnesses, including, but not limited to, texts, phone call logs, taxi/Uber/Lyft receipts, and social media posts.
6. Any party whose participation is invited or expected as part of the investigation shall be provided with written notice of the date, time, location, participants, and purpose of all meetings or investigative interviews, with sufficient time given to prepare to participate.
7. The Investigators will create an Investigative Report at the conclusion of the Investigation.

b. Evidence Subject to Inspection and Review and Written Response:

- i. Prior to the conclusion of the Investigation and the completion of the Investigative Report, both parties have an equal opportunity to inspect, review and respond to all evidence obtained as part of the Investigation that is directly related to the allegation(s) raised in the Formal Complaint prior to the completion of the Investigative Report. Each party and his/her Advisor, if any, will be sent such evidence, and the parties have 10 business days to submit a written response which the Investigator(s) will consider prior to completion of the Investigative Report.
 1. Evidence subject to inspection and review includes evidence whether obtained from a party or from another source. At the inspection and review stage of the Formal Grievance Process, the Investigator(s) will not screen out irrelevant evidence. Determinations regarding relevance will be made when finalizing the Investigative Report.
 2. The University is not obligated to share a copy of any evidence that was illegally or unlawfully obtained or evidence that is protected by a legally recognized privilege.
- ii. In their written response, parties may include corrections or appropriate context, point out any evidence that appears to be missing, and/or submit additional evidence. Any such additional evidence that is summarized in the Investigative Report will not qualify for the purposes of an Appeal as new evidence that was reasonably available at the time the determination regarding responsibility is made.
- iii. Each party's written response will be shared with the other party.
- iv. Parties may use their written response to help them prepare for the Hearing.
- v. All evidence subject to the parties' inspection and review will be available at the
- vi. Hearing. Participants may refer to such evidence during the Hearing.

c. Investigative Report:

- i. The Investigator(s) will consider the parties' responses following the inspection and review period, determine what evidence is relevant, close the investigation and fairly (by objective evaluation free of bias) summarize the relevant evidence in an Investigative Report.
- ii. Where a Formal Grievance Process involves multiple Complainants, multiple Respondents, or both, the Investigator(s) may issue a single Investigative Report.
- iii. The Investigative Report will be sent to each party and the party's Advisor, if any, no fewer than 15 business days prior to the Hearing.
- iv. Parties shall submit to the Investigator(s) any written response that they have to the Investigative Report no fewer than 10 business days prior to the Hearing.
 1. If a party disagrees with an investigator's determination regarding relevance, the party may, in addition to making the argument in his/her response to the Investigative Report, argue his/her disagreement to the Decision-Maker at the Hearing.
- v. Parties are expected to submit any evidence they would like the Investigators to consider prior to finalization of the Investigative Report. However, a party may provide additional evidence as part of his/her response to the Investigative Report. To the extent a party provides additional evidence in response to the Investigative Report, such evidence will not qualify for the purpose of an Appeal as new evidence that was reasonably available at the time the determination regarding responsibility was made.
- vi. Each party's written response, including additional new evidence as applicable, will be shared with the other party.
- vii. A party has the opportunity to respond to any new evidence submitted by the other party no fewer than 5 business days prior to the hearing.
- viii. The Investigator(s) will summarize any relevant new evidence as an addendum to the Investigative Report, and parties and their Advisors will receive copies of this Addendum no fewer than 3 business days prior to the Hearing.

IV. Hearing

- a. Once the Investigative Report is finalized, a Hearing will be scheduled.
 - i. At the request of either party and/or in the University's discretion, the University will provide for the Hearing to occur with the parties located in separate rooms with technology enabling the Decision-Maker and each party to see and hear the other party or the witness who is speaking and/or answering questions.
- b. Not later than 3 business days prior to the Hearing, each party must identify to the Title IX Coordinator who will appear on his/her behalf as a witness, and who will be serving as his/her Advisor.
- c. Hearings will be administered by a Decision-Maker who is a different person than the Title IX Coordinator/Investigator(s).

- i. Prior to the Hearing, the Decision-Maker will receive the Investigative Report.
 - ii. At the Hearing, the Decision-Maker has the right to ask relevant questions and elicit relevant testimony from parties and witnesses.
 - iii. Following the hearing, the Decision-Maker will objectively evaluate all relevant evidence, and will independently reach a determination regarding responsibility.
- d.** The concept of relevance will guide the Decision-Maker in determining what evidence to consider and the Decision-Maker has discretion regarding the weight or credibility to assign to any particular piece relevant evidence.
- i. Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.
 - ii. The Decision-Maker may deem a question irrelevant because the question asks about a detail that is not probative of any material fact concerning the allegations. Additionally, where evidence or questions are duplicative, the Decision-Maker may deem the evidence or question to be irrelevant.
 - iii. The Decision-Maker will not consider or permit evidence regarding treatment records and other information covered by a legally recognized privilege. See Section III.a.ii.7 for further information and exceptions.
 - iv. In the event that relevant evidence was destroyed by a party, at the Hearing, the Decision-Maker can take that into account when assessing the credibility of parties, and the weight of evidence in the matter
- e.** During the hearing, the Decision-Maker will permit each party's Advisor to ask the other party and any witnesses, but not their own party, all relevant questions and follow-up questions. An Advisor may not otherwise speak for or on behalf of a party, including, but not limited to, by presenting opening or closing statements and/or by objecting to questions asked by the other party's Advisor, and Advisors and all parties will be expected to follow all Hearing rules established by the University.
- f.** The following rules and procedures apply to questions asked by a party's Advisor:
- i. A party's Advisor may question the other party or witnesses directly, orally, and in real time, but only relevant questions may be asked. Before a party or witness answers a question, the Decision-Maker must first determine whether the question is relevant and explain any decision to exclude a question as not relevant. Although a party has the option to appeal on the ground of procedural irregularity following a hearing, neither a party nor his/her Advisor has the right to challenge the Decision-Maker's determination of relevance during the hearing.
 - ii. A party may not personally question the other party or any witness. If, not later than 3 business days prior to the Hearing, a party has indicated that he or she will not have an Advisor present for the Hearing, the University will provide an Advisor chosen by the University, without fee or charge, for the purposes of asking the other party and witnesses questions during the hearing.
 - iii. In making a determination of responsibility, the Decision-Maker will not consider any statement made by a party or witness who has not answered questions during the Hearing. The Decision-Maker, however, will not draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the Hearing or refusal to answer questions. Where the Title IX Coordinator has signed the Formal Complaint, the Complainant is not required to participate in the Formal Grievance Process. If a Complainant doesn't participate in the Formal Grievance Process, the Decision-Maker cannot rely on a Complainant's statements because the Complainant has not answered questions at the Hearing.
- 1. Exceptions/Clarifications:**
- a.** Police reports, SANE reports, medical reports, and other documents and records will not be relied on to the extent that they contain the statements of a party or witness who has not answered questions during a Hearing.
 - b.** A Decision-Maker may consider documentary evidence that contains intertwined statements if one person who has made the statements in the document answers questions about it at the Hearing.
 - c.** Where a Complainant does not answer questions at a hearing, but video evidence exists showing the underlying incident, a Decision-Maker may consider the video evidence.
 - d.** Even if a party or witness refuses to respond to a Decision-Maker's questions, the Decision-Maker may still rely on that party or witness's statements and can make no inference from the party or witness's refusal to answer the Decision-Maker's questions.
- g.** The University will create an audio recording of the Hearing. Parties have the right to inspect and review the recording.
- V. Determination of Policy Violation**
- a.** Within a reasonably prompt timeframe following the Hearing, the Decision-Maker will issue a written determination regarding the Respondent's responsibility for the alleged Title IX Sexual Harassment Policy violation applying the preponderance of the evidence standard.
 - b.** The written determination will include:
 - i. Identification of the allegations potentially constituting Title IX Sexual Harassment;

- ii. Description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
 - iii. Findings of fact supporting the determination;
 - iv. Conclusions regarding the application of this Policy to the facts;
 - v. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions to be imposed on the respondent, and whether remedies designed to restore or preserve equal access to the University's Education Program or Activity will be provided to the complainant; and
 - vi. The procedures and permissible bases for the Complainant and Respondent to appeal.
- c. The written determination will be provided to both parties simultaneously. The determination regarding responsibility becomes final either on the date that the parties are provided with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

VI. Remedies and Sanctions

- a. Where the determination shows Respondent to be responsible for violating this policy, the Complainant will be provided with remedies as noted in the Decision-Maker's determination of responsibility. Remedies will be designed to restore or preserve equal access to the University's Education Programming and Activities. Such remedies may include the same individualized services described as Supportive Measures; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the Respondent. The Title IX Coordinator is responsible for effective implementation of any remedies. Thus, where a written determination states that remedies will be provided, the Complainant should contact the Title IX Coordinator to discuss the nature and implementation of such remedies.

- b. Similarly, after a determination of responsibility for a policy violation has been made, the Respondent will be subject to the sanctions set forth in the Decision-Maker's determination of responsibility. Sanctions will be assigned which are adequate to protect the safety of the campus community, which are reflective of the seriousness of the Title IX Sexual Harassment and/or other prohibitions contained within this Policy, and which consider the surrounding circumstances of the Title IX Sexual Harassment. Previous conduct violations by a Respondent may be considered when assigning sanctions.
- i. Range of Potential Sanctions against Students: Students are subject to the non-exhaustive list of disciplinary sanctions in the Code of Student Rights, Responsibilities, and Conduct for violations of the Code. These may include one or more of the following measures: written reprimand, loss of privileges, disciplinary probation, educational research/projects, restitution, fines, intervention, no contact orders, fees, suspension, and/or expulsion. As set forth in the Code of Student Rights, Responsibilities, and Conduct, the University reserves the right to impose other sanctions in response to the specific circumstances of a violation of this Policy.
 - ii. Range of Potential Sanctions against Employees: Disciplinary sanctions for employee violations of this Policy may range from a disciplinary warning to termination from the University. Disciplinary sanctions may include one or more of the following measures: termination from the University, unpaid suspension, change in working facility, mandated enrollment in an Employee Assistance Program, written reprimand in personnel file, and/or withholding of salary increase. The University reserves the right to impose other sanctions in addition to those listed above in response to the specific circumstances of a violation of this Policy.

VII. Appeals

- a. Within 5 business days of receipt of a determination, both parties have an equal right to submit an appeal to the Title IX Coordinator on the following three bases:
- i. Procedural irregularity that affected the outcome of the matter;
 - ii. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome; and
 - iii. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.
- b. When an appeal is filed, the Title IX Coordinator will notify the other party of the appeal. Both parties will be given an equal opportunity to submit a written statement in support of, or challenging, the outcome. Parties will be provided with information regarding the timelines for submission of such statements.
- c. Appeals will be administered by an Appeal Decision-Maker who is not the same person as the Decision-Maker that reached the determination regarding responsibility or dismissal, the Investigator(s), or the Title IX Coordinator.



Captain Egan Receiving Oath of Office

- d. Appeals will proceed on the record only; parties and witnesses will not be interviewed by the Appeal Decision-Maker. The record will include the written determination, the Investigative Report, the recording of the underlying hearing, new evidence as applicable, and any written statement submitted by the parties in connection with the Appeal. Following review of the record, the Appeal Decision-Maker will issue a written decision describing the result of the appeal and the rationale for the result. The Appeal Decision-Maker may either deny the appeal, or, if the appeal is granted, determine the appropriate remedy, which may include revising the finding and sanctions, if any, or remanding the matter back to the Title IX Coordinator with directions for resolving the Appeal. The Appeal decision will be provided simultaneously to both parties.

XV. RELATED INFORMATION

- TAP No. 30, Equal Educational and Employment Opportunity and Human Relations in the Workplace and Classroom
- TAP No. 31, Sexual Misconduct
- Student Handbook

XVI. VIOLATIONS

- a. Sanctions and Remedies for violations of this Policy may be assigned as appropriate in accordance with this Policy's Grievance Procedures. Sanctions and Remedies are further discussed in Appendix A.
- **Potential Sanctions against Students:** Students are subject to the list of disciplinary sanctions in the Code of Student Rights, Responsibilities, and Conduct for violations of the Code. These may include one or more of the following measures: written apology, educational projects/classes, fees, written reprimand, loss of privileges, disciplinary probation, restitution, fines, intervention, no contact orders, fees, suspension, and/ or expulsion. As set forth in the Code of Student Rights, Responsibilities, and Conduct, the University reserves the right to impose other sanctions in response to the specific circumstances of a violation of this Policy.
 - **Potential Sanctions against Employees:** Disciplinary sanctions for employee violations of this Policy may range from a disciplinary warning to termination from the University. Disciplinary sanctions may include one or more of the following measures: termination from the University, unpaid suspension, change in working facility, mandated enrollment in an Employee Assistance Program, written reprimand in personnel file, and/ or withholding of salary increase. The University reserves the right to impose other sanctions in addition to those listed above in response to the specific circumstances of a violation of this Policy.

Educational Programming

The University sponsors a variety of educational programs that seek to raise awareness of sexual violence or relationship violence issues and maximize the possibility of prevention. Programs are offered by Health Service and the University Counseling Center upon request. Self-defense classes including RAD (Rape Aggressive Defense) and SAFE (Self-Defense Awareness and Familiarization Exchange Program). Educational/ Awareness classes including 'Rape Awareness and Prevention' and 'Relationship Violence Awareness and Prevention' are also offered by the Department of Public Safety. These programs include information on Bystander Intervention as a means of crime prevention.

Campus Initiatives

The following are a list of past, present and ongoing campus initiatives that promote sexual assault awareness or bystander awareness for members of Duquesne University. If you see any programs that interest you or if you would like to develop a similar initiative, please contact the Office of Title IX and Sexual Misconduct Prevention and Response at 412.396.2560. We welcome any new participants to help with and continue these and additional initiatives.

- New Student Orientation: Sexual Assault and Bystander Training
- Resident Assistant Sexual Assault and Bystander Training
- Alcohol Awareness and Sexual Harassment
- Sexploitation Workshop
- SAFE Program (self-defense class)
- Expert Panel: Sexual Misconduct
- Commuter Assistant Training
- Sexual Assault and Bystander Training
- Objectification and Sexual Harassment Workshop
- Redefining Manhood
- Greek 101: Sexual Assault and Bystander Panel
- Crisis Center/Domestic Violence Program
- Red Flag Campaign
- Employee Training: Sexual Harassment and Awareness
- Student Athlete Training: Sexual Harassment and Awareness
- Clothesline Project: Sexual Assault Awareness
- Respect Campaign: University's Mission and Sexual Misconduct
- Bystander Education Resource Table
- Healthy Relationships: Sexual Misconduct Awareness
- Prevention Education: Domestic Violence and Awareness Tabling
- It's On Us Campaign
- Clothing Drive Campaign for Pittsburgh Action Against Rape
- Take Back the Night
- Not Your Average Sexual Assault Panel: A Student Led Discussion
- Sports Team Awareness Night: Teal T-shirts
- Denim Day for Sexual Assault Awareness
- Snowflakes in the Cemetery: Sexual Assault Awareness through Dance
- Book Reading Group: Missoula
- Movie Viewing and Discussion: The Hunting Grounds
- Theater Performance and post show Discussion: How I Learned to Drive
- Dramatic Reading and Performance and post show Discussion: Steubenville
- Something of Value Mock Trial
- Sexual Assault Awareness: Artist Talk
- Get to Know Your Title IX Coordinator
- Safe & Healthy Relationships: First Responders and Peer Advocates
- The Red Flags of Relationships: A Conversation
- Duquesne University hosts-The Student Summit: Become Agents of Change
- Cover the Cruiser

Annual Disclosure of Crime Statistics

Inquiries regarding these statistics may be directed to the Public Safety Department at 412.396.5745.

Duquesne University Main Campus-Pittsburgh, Pa.

The Annual Security Report, and the crime statistics included therein, are compiled by the Department of Public Safety. Crime statistics are obtained from criminal incidents reported to the Department of Public Safety and those designated as Campus Security Authorities to whom incidents may be reported. Statistics are also received from the City of Pittsburgh Police Department for inclusion in the "public property" section of the Clery Act reporting form. The statistics gathered from the aforementioned sources are then recorded by the Department of Public Safety on the Federal Bureau of Investigation Uniform Crime Reporting Form and on the Clery Act Reporting Form. (Note that there are different mandates under the Clery Act and the Uniform Crime Reporting Act for the classification and statistical counting of crimes, which may result in differences in the way statistics are counted in the following charts.) The Annual Security and Fire Safety Report containing the crime/fire statistics and policy statements is posted on the Duquesne University website and printed copies are available at the Department of Public Safety. The Human Resources Department directs any prospective employee that inquires about the University's crime statistics and policies to the Public Safety Department's Annual Security Report website. Each year an email notification is sent to all enrolled students, faculty and staff which provide the exact website link to access the Annual Security and Fire Safety Report, which contains the crime/fire statistics for the previous three years.

DUQUESNE UNIVERSITY

MAIN CAMPUS, PITTSBURGH, PA

CLERY ACT STATISTICS

Key to Hate Crimes Notations

Type of Bias or Prejudice

Race = ra

Gender = g

Religion = re

National Origin = no

Sexual Orientation = s

Ethnicity = e

Disability = d

Gender Identity = gi

	ON CAMPUS PROPERTY						NON CAMPUS PROPERTY*						PUBLIC PROPERTY						RESIDENTIAL FACILITIES					
Categories of Crime	2022	2022 Unfounded	2023	2023 Unfounded	2024	2024 Unfounded	2022	2022 Unfounded	2023	2023 Unfounded	2024	2024 Unfounded	2022	2022 Unfounded	2023	2023 Unfounded	2024	2024 Unfounded	2022	2022 Unfounded	2023	2023 Unfounded	2024	2024 Unfounded
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses																								
- Rape	6	0	6	0	2	0	0	0	0	0	0	0	0	0	0	0	1	0	6	0	3	0	2	0
- Forcible Fondling	10	0	2	0	2	0	0	0	0	0	0	0	1	0	1	0	0	0	9	0	1	0	2	0
- Incest	0	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	5	0	1	0	0	0	0	0	0	0	0	0
Aggravated Assault	1	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0	1	0	0	0
Burglary	2	0	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	1	0	4	0	4	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	3	0	4	0
Liquor Law Violations Referred for Disciplinary Action	68	0	113	0	214	0	0	0	0	0	0	0	0	0	1	0	2	0	66	0	108	0	209	0
Drug Law Arrests	2	0	6	0	1	0	0	0	0	0	0	0	6	0	3	0	2	0	0	0	4	0	1	0
Drug Law Violations Referred for Disciplinary Action	41	0	38	0	63	0	0	0	0	0	0	0	2	0	3	0	0	0	40	0	35	0	63	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	1	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	2	0	0	0
Dating Violence	1	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0
Stalking	4	0	10	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	5	0	0	0

Crimes reported in the residential facilities columns are included in the on campus category.

Crimes reported in the "unfounded" column were initially reported as crimes, but through investigation were determined to have not been a criminal act.

Clery statistics are derived from crimes that have been reported to duquesne university police, the Pittsburgh police, and from campus security authorities. They may differ from the statistics in the FBI PAUCRS which only include crimes directly reported to the Duquesne University police department.

DUQUESNE UNIVERSITY

MAIN CAMPUS, PITTSBURGH, PA

CLERY ACT STATISTICS - HATE CRIMES

Key to Hate Crimes Notations

Type of Bias or Prejudice

Race = ra

Gender = g

Religion = re

National Origin = no

Sexual Orientation = s

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Disability = d

Gender Identity= gi

	ON CAMPUS PROPERTY						NON CAMPUS PROPERTY*						PUBLIC PROPERTY						RESIDENTIAL FACILITIES					
Categories of Crime	2022	2022 Unfounded	2023	2023 Unfounded	2024	2024 Unfounded	2022	2022 Unfounded	2023	2023 Unfounded	2024	2024 Unfounded	2022	2022 Unfounded	2023	2023 Unfounded	2024	2024 Unfounded	2022	2022 Unfounded	2023	2023 Unfounded	2024	2024 Unfounded
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses																								
- Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Forcible Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Incest	0	0	0	0	0	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



CRIMINAL OFFENSES – FBI/PA UNIFORM CRIME REPORTS (UCR)

NOTE: The FBI/PA UCR crime statistics may differ from the Clery Act crime statistics due to the difference in locations, categories and report formats.

Full Time Equiv. Students	2022	7,875	2023	7,942	2024	8,063
Full Time Equiv. Employees		1,696		1,719		1,769
Total		9,571		9,661		9,832

CATEGORIES OF CRIME	2022	Crime Rate	2023	Crime Rate	2024	Crime Rate
Part One Offenses						
Criminal Homicide	0	0	0	0.00	0	0.00
a. Murder and Nonnegligent Manslaughter	0	0	0	0.00	0	0.00
b. Manslaughter by Negligence	0	0	0	0.00	0	0.00
Forcible Rape (02)	0	0	1	10.35	0	0.00
Robbery	0	0	0	0.00	0	0.00
Aggravated Assault	1	10.44	2	20.70	1	10.17
Burglary	2	20.89	1	10.35	2	20.34
Larceny - Theft	20	208.96	38	393.33	19	193.25
Motor Vehicle Theft	0	0	0	0.00	1	10.17
Arson	0	0	0	0.00	0	0.00
Other Assaults-Not Aggravated	8	83.58	5	51.75	6	61.03
Total - Part One Offenses	31	323.87	47	486.49	29	294.96

Part Two Offenses						
Forgery & Counterfeiting	3	31.34	3	31.05	18	183.08
Fraud	2	20.89	4	41.40	4	40.68
Embezzlement	0	0.00	0	0.00	0	0.00
Stolen Prop., Rec., Possess., Buying	0	0.00	0	0.00	0	0.00
Vandalism	7	73.13	6	62.11	4	40.68
Weapons, Carrying, Possess., etc.	0	0.00	0	0.00	0	0.00
Prostitution and Commercialized Vice (160)	0	0.00	0	0.00	0	0.00
Sex Offenses (except 02 and 160)	1	10.44	4	41.40	0	0.00
Drug Abuse Violations	26	271.65	24	248.42	13	132.22
Gambling	0	0.00	0	0.00	0	0.00
Offenses against Family and Children	0	0.00	0	0.00	0	0.00
Driving under the influence	2	20.89	1	10.35	0	0.00
Liquor Laws	13	135.82	26	269.12	26	264.44
Drunkenness	1	10.44	0	0.00	1	10.17
Disorderly Conduct	8	83.58	11	113.86	20	203.42
Vagrancy	0	0.00	0	0.00	0	0.00
All Other Offense (except traffic)	6	62.68	10	103.51	6	61.03
Total - Part Two Offenses	69	720.86	89	921.23	92	935.72
Total	100	1044.73	136	1407.72	121	1230.68

*The Crime Rate is based on incidents reported per 100,000 FTE's. The statistics were derived using guidelines and rate formula mandated by Pennsylvania Act 1988-73, the College and University Security Act.

**UCR statistics are derived from crimes that have been reported to the Duquesne University Police.

Annual Fire Safety Report

Duquesne University is committed to fire safety and assigns this responsibility to the personnel of the Environmental Health and Safety Office and Facilities Management. As a result of the dedication of these professionals, Duquesne University was named to the Princeton Review's Fire Safety Honor Roll for 2016. From a review of 1,178 colleges and universities, only 23 have received this accolade. The Higher Education Opportunity Act became law in August 2008 and requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards and all fire related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Duquesne University for the year 2024.

General Statement of Duquesne University Living Learning Centers

The Residence Halls at Duquesne University (Assumption Hall, St. Ann Hall, St. Martin Hall, Duquesne Towers, Vickroy Hall, Brottier Hall, McGinley Hall and Des Places) are covered with integrated fire sprinkler systems and redundant fire alarm monitoring systems which are monitored 24 hours per day, seven days per week by the Duquesne University Department of Public Safety

Living Learning Center	Year Fire System Installed	Fire Alarm Monitoring Done On Site (Redundant)	Full Sprinkler System	Building Fire Detection (Smoke, Heat, Ion)	Fire Doors Present	Fire Extinguishers Present	Evacuation Plans	Bedroom Smoke Detectors	Audible Alarm and Strobes	Number of Evacuation Drills (2024)
Assumption Hall	2007	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	2
Brottier Hall	2005	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	2
Des Places Hall	2012	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	2
McGinley Hall	2024	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	2
St. Ann Hall	2005	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	2
St. Martin Hall	2005	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	2
Towers	*	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	2
Vickroy Hall	1995	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	2

*Towers Fire System is upgraded with renovations each year.

Fire Safety Improvements and Upgrades

Duquesne University Facilities Management reviews the fire systems in the Residence Halls throughout the year and implements upgrades, repairs or revisions whenever issues are identified

Fire Drills

Fire drills are held for each center once per Fall and Spring Semester and are mandatory supervised evacuations for fire. The evacuation drills are conducted by Environmental Health and Safety in conjunction with Public Safety, Facilities Management and the Office of Residence Life.

Evacuation route maps are posted at strategic locations throughout the centers to identify the closest egress route. Students who fail to leave the center during a fire drill are disciplined in accordance with the policies described in the Residence Life Handbook.

Fire Safety Policies

The Office of Residence Life permits students to use UL approved hot pots, popcorn makers, coffeemakers or microwave ovens. Items not permitted include, but are not limited to, electric frying pans, toasters, toaster ovens, sandwich makers, grills, hot plates, immersion coils or any other non-UL approved appliances.

Smoking is not permitted in any Residence Hall or within 25 feet of any entrance or air intake. No open flames are permitted, including burning of incense, candles or potpourri.

The fire alarm systems are internally tested on a weekly basis and a complete inspection of the fire alarm system is conducted annually by a professional outside contractor. All fire extinguishers on campus are inspected on a monthly basis.

Reporting a Fire

In the event of a fire, students should pull the nearest fire alarm and evacuate the building. As soon as it is safe to do so, students should contact the Department of Public Safety at 412.396.2677 (campus phone x2677). If the fire event is no longer a danger, the Resident Director or the Resident Assistant should be contacted as soon as possible and the fire event reported to the Department of Public Safety.

Fire Evacuation Procedures

The policy on building evacuation from Residence Halls is located in the Residence Life Handbook and is discussed with students when they move into the center. In the case of fire, students are instructed to sound the nearest fire alarm and then evacuate the building. The evacuation procedures are:

- Remain calm
- Turn off equipment and appliances
- Check if your door is hot or has smoke around it. If so, stay in your room and wait for firefighters to evacuate you
- Close, but do not lock, doors and windows
- Proceed to the nearest exit. Use the stairs only, DO NOT use the elevators
- EXIT THE BUILDING QUICKLY AND IN AN ORDERLY FASHION
- Report to your gathering point and check in with your Floor Marshal/Supervisor
- DO NOT REENTER the building until after Public Safety officers have authorized reentry

Fire Safety Education and Training

Residence Life staff and floor marshals are trained on fire safety by Residence Life Management under the supervision of Environmental Health and Safety and Public Safety at the beginning of the Fall semester and as required in the Spring and Summer semesters. Environmental Health and Safety sponsors a campaign every September, "Fire Safety Week" offering fire safety education and hands-on fire extinguisher training with a live fire; this campaign is offered to every member of the campus community; online fire safety training is also available upon request.

Fire Fighting Services

The City of Pittsburgh Bureau of Fire provides professional firefighting service to Duquesne University. We are fortunate to have District Fire Station #4 immediately adjacent to our campus, located at Forbes Avenue and Stevenson Street. This fire station provides coverage 24 hours a day, seven days a week, and is equipped with Engine #4 and Ladder Truck #4, under the direction of a Battalion Chief.



Fire Log

The Duquesne University Department of Public Safety maintains a fire log that records any fire that occurred in an on-campus student housing facility and includes information such as the nature, date, time and general location of each fire. Any entry to the log is required to be made within two business days of the receipt of the information. The fire log for the most recent 60 day period remains open for public inspection during normal business hours. Any portion of the log older than 60 days will be available within two business days after receipt of a request for public inspection.

Emergency Phone Numbers

Duquesne University Department of Public Safety: 412.396.COPS (2677)

Pittsburgh Bureau of Police and Fire Emergency: 911

Fire Statistics

Duquesne University Department of Public Safety collects fire statistics of any fire that occurred in an on-campus Residence Hall. The statistics are also published in the Annual Security and Fire Safety Report.

LIVING/LEARNING CENTERS	TOTAL FIRES			CAUSE OF THE FIRE			NUMBER OF INJURIES THAT REQUIRE TREATMENT AT A MEDICAL CENTER			NUMBER OF DEATHS RELATED TO THE FIRE			VALUE OF PROPERTY DAMAGED BY FIRE		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
Assumption Hall 1347 Bluff St.	0	0	0	NA	NA	NA	0	0	0	0	0	0	\$0	\$0	\$0
St. Ann Hall 1325 Vickroy St.	0	0	0	NA	NA	NA	0	0	0	0	0	0	\$0	\$0	\$0
St. Martin Hall 1315 Bluff St.	0	0	0	NA	NA	NA	0	0	0	0	0	0	\$0	\$0	\$0
Duquesne Towers 1345 Vickroy St.	1	0	1	Unintentional- other	NA	Unintentional- other	0	0	0	0	0	0	\$0	\$0	\$1,500
Vickroy Hall 1324 Vickroy St.	0	0	0	NA	NA	NA	0	0	0	0	0	0	\$0	\$0	\$0
Brottler Hall 700 Forbes Ave.	0	1	0	NA	Unintentional- other	NA	0	0	0	0	0	0	\$0	\$50,000	\$0
Des Places Hall 1330 Locust St.	0	0	0	NA	NA	NA	0	0	0	0	0	0	\$0	\$0	\$0
McGinley Hall 1045 Forbes Ave	NA	NA	0	NA	NA	NA	NA	NA	0	NA	NA	0	NA	NA	\$0

McGinley Hall opened in August 2024.

Emergency Response and Evacuation Procedures

University Statement:

In the event of an emergency, Duquesne 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 the notification will, in the professional judgment of the responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Emergency Operations on Campus

Duquesne University places the highest emphasis on protecting the health, safety and well-being of its students, faculty, staff and visitors.

The University's Emergency Management Team (EMT) includes representation from key areas across the University. EMT meets regularly to identify and prepare for a variety of possible emergency incidents with the following key goals in mind: preservation of life, protection of property and continuity of University academic and business operations.

Emergency operations are guided by the National Incident Management System (NIMS), as established by the Federal Emergency Management Agency (FEMA). Consistent with NIMS, the University's emergency operations are modeled after the basic structure of the NIMS Incident Command System (ICS), while making adjustments as necessary to meet the unique structure or needs of the University.

Emergency Management Team:

Emergency preparedness, response, and recovery at Duquesne University is a shared responsibility. Personnel from numerous departments and offices across the University play a critical role in ensuring the safety, security, and resilience of our campus community.

- Public Safety
- Academic Affairs
- Athletics
- Auxiliary Services
- Center for Global Engagement
- Computer and Technology Services
- Conference and Event Services
- Facilities Management
- Health Services
- Legal Affairs
- Marketing and Communications
- Residence Life
- Spiritan Campus Ministry



Reporting an Emergency

There are multiple ways to contact Public Safety to report an emergency.

- Use any campus telephone to DIAL X2677 or any other telephone to DIAL 412.396.2677.
- Use the call button on any BLUE LIGHT EMERGENCY pole on campus.
- Use a RED "RING DOWN" PHONE in one of the following locations:
 - Fisher Skywalk;
 - Power Center;
 - the front desk of each Residence Hall.
- USE a "DURESS" BUTTON. Locations include: Gumberg Library, the Residence Halls, the Power Center and the Union.
- If located in Mellon Hall, Fisher Hall, Libermann Hall or Genesius Theater, use any YELLOW "CALL BOX."

Tell the dispatcher the location of the emergency, the type of emergency, if there are victims, and the caller's name, location and phone number. If conditions permit, stay on the call until the dispatcher ends the call.

Emergency Protective Actions

When an emergency condition exists, the emergency message may contain specific incident details or instructions including:

- **EVACUATE:** Leave the building or area immediately in an orderly manner.
- **LOCKDOWN:** Lock and secure yourself in a safe location to avoid contact with a threat.
- **SECURE:** Secure the building to limit access from external threats.
- **SHELTER:** Remain indoors to minimize exposure to outdoor hazards.
- **CARD ACCESS ONLY:** doors have been locked to exclude anyone without an authorized University ID
- **BUILDING CLOSED/NO ENTRY:** doors have been locked to exclude everyone

During an emergency, messages will be updated as the situation warrants, and a final message will be delivered when the emergency has been resolved.

Emergency Tips

- Always know two evacuation routes from your area.
- Know the location of fire alarms and safety equipment such as fire extinguishers, AED's and first aid kits.
- Program your phone with emergency numbers.
- Participate in evacuation drills.

Emergency Communication Methods:

Duquesne University has multiple ways of communicating the existence of an emergency to the Duquesne community. The methods described below may be used independently or collectively depending on the nature of the emergency event. Division of Marketing and Communications and/or Public Safety have responsibility for implementation of the emergency communication methods outlined on the next page.

Procedures for Disseminating Emergency Information to the Larger Community:

The Division of Marketing and Communications bears primary responsibility for maintaining and safeguarding the University's public image by preventing misinformation and the miscommunication of important information. All media inquiries during a crisis shall be directed to the Division of Marketing and Communications to ensure consistency and accuracy in communications. The designee of the President, generally the Vice President for the Division of Marketing and Communications, will serve as spokesperson or designate an appropriate spokesperson and adhere to these policies:

- To be an authoritative, reliable source of accurate information for news agencies and the public
- To determine the content of the message
- To issue the University's first statement/news release as soon as possible after being notified of the emergency and provide periodic updates to news agencies
- To coordinate and manage media briefings and interviews
- To coordinate with relevant departments to distribute all information to students, staff and faculty at the same time it is released to the public
- To coordinate with appropriate external public relations counterparts in other agencies
- To designate and coach additional spokespeople as the situation evolves.

When determined necessary by the Emergency Management Team and/or the University administration, parents or guardians will be contacted by the Division of Student Life staff, in consultation with Division of Marketing and Communications to explain any existing emergency and Duquesne's response.

Declaration of Emergency:

Only the following University personnel have authority to declare an emergency, determine its level of significance and activate the University Emergency Operations Plan:

- University President
- Senior Vice-President for Student Life
- Assistant Vice President for Public Safety
- Director of Emergency Management and Threat Assessment
- OR, their designees

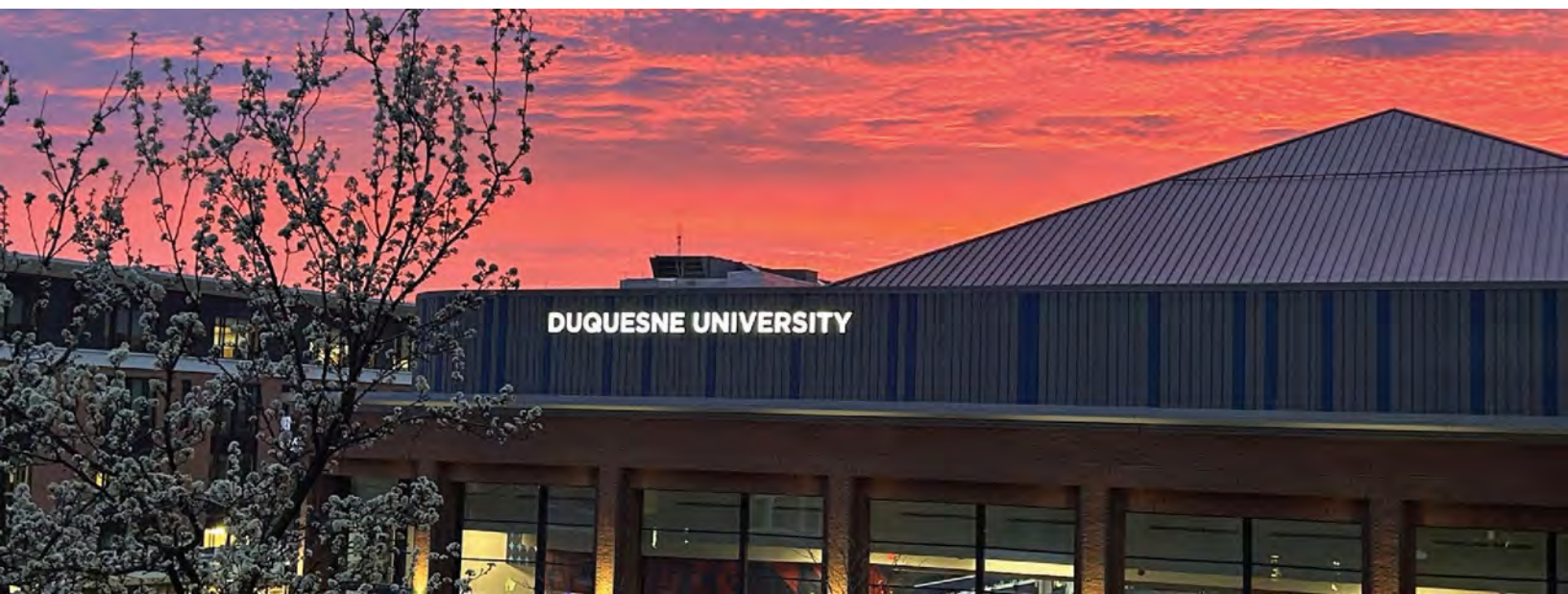
Emergencies have various levels of significance and impact, they include, but are not limited to, terrorist attacks, minor or major fire, domestic water contamination, extended power outage, minor or major chemical spill, severe storms, bomb threats, hate crimes, assaults and contagious disease outbreak. Below is the description of procedures the University will use to confirm an emergency and to initiate notification.

- The Assistant Vice President of Public Safety shall consult with University administration regarding the incident and the possible need for a declaration of a Campus State of Emergency.
- The Authority to declare the significance and scope of a Campus Emergency rests with the University President or designee.
- The declaration of an escalated emergency level automatically triggers the implementation of the Emergency Operations Plan. The Department of Public Safety will contact all Emergency Management Team members and inform them that a significant emergency has been declared by the President or designee.
- The Emergency Operations Center (EOC) will be established as soon as possible.
- All Emergency Management Team members must report to the identified Emergency Operations Center.
- If an emergency of significance is declared, it may become necessary to restrict access to specific areas on campus to authorized individuals. Only those authorized individuals who have been assigned emergency response duties will be allowed to enter the area or building affected by the incident.

Test of Procedures:

The University tests evacuation procedures twice a year. Documentation of these tests, including dates, times, description of the exercises are filed in the office of Environmental Health and Safety. Emergency response procedures are tested once each semester through announced tests of the DU Alert System and Outdoor Warning System. Emergency response procedures will be included with the test announcement.

A functionality test of the DU Alert System is conducted randomly throughout the year and a functionality test of the Outdoor Warning System is conducted daily. The tests may either be announced or unannounced.





DUQUESNE IN ROME PROGRAM

Duquesne University students have the opportunity to study for one semester in Rome at the Duquesne in Rome Program. An impressive group of largely Rome-based faculty, as well as an occasional visiting professor from the home campus, teach regular or summer session Duquesne University courses at the site so students can experience the richness of this environment while making normal progress toward their degree. This program is managed by Duquesne University's Center for Global Engagement.

The Campus Grounds

The Duquesne campus is housed with the Sisters of the Holy Family of Nazareth on a beautiful and safe property west of downtown Rome and just beyond Vatican City and St. Peter's.

The Duquesne campus is housed with the Sisters of the Holy Family of Nazareth on a beautiful and safe property west of downtown Rome and just beyond Vatican City and St. Peter's.

- The campus is within a secure, walled property enclosing beautiful gardens and walkways. The campus is gated, requiring the use of an issued student access code to gain entry. This same access code is also required to gain entry to the residence hall. The campus also has a limited amount of security cameras.
- Duquesne University leases one multi-story building which contains the residence hall, kitchen and dining facility, classrooms, and business offices. Some classes are held 'on-site' throughout the historic, cultural and religious sites of Rome.
- The staff includes a full-time Director and an Assistant Director, as well as a live-in Residence Life staff who assists with student needs, conduct, and emergencies on campus. The Residence Life team reports to the Director and Assistant Director.

Italian Campus Annual Security Report

Crimes are reported to the Director of the Italian Campus. Police services are provided by the Questura di Roma "Aurelio" Police Department, Via Aurelia, 660, Rome, Italy.

Crimes are reported to the Director of European Programs. Police services are provided by the Questura di Roma "Aurelio" Police Department, Via Aurelia, 660, Rome, Italy.

All policies and procedures (fire safety, student conduct, drug, alcohol, weapons, sexual violence, relationship violence, missing student, etc.) of the Main campus of Duquesne University apply to the Duquesne in Rome, and students of both campuses are held to the same high standards of conduct and expectations.



The Director of European Programs is responsible for maintaining the Duquesne in Rome daily crime log and fire log. The Clery crime statistics from the Duquesne in Rome program are obtained from criminal incidents reported to the Director of the European Programs and forwarded to Duquesne's Department of Public Safety for inclusion in the Annual Security Report. Police services at the Duquesne in Rome program are provided by the Questura di Roma "Aurelio" Police Department, Via Aurelia, 660, Rome, Italy. Duquesne in Rome employs an overnight security guard on the premises. All emergencies, including medical, crimes and fires are to be reported to the Director of European Programs who shall immediately assist the student with contacting the appropriate Italian emergency officials; this will ensure that potential language barriers do not prevent the student from obtaining the proper help. Italy has an emergency three-digit telephone system like the American '911.' The General Emergency number is 112.

The criteria for an immediate emergency notification are the same for both the main Duquesne University campus and the Duquesne in Rome program. The Director of the European Programs in consultation with the Executive Director of the Center for Global Engagement is responsible for issuing emergency notifications and timely warnings at the Duquesne in Rome Program. Emergency notification is made by mass text messaging to every student and faculty member in Rome; all members of the Duquesne in Rome Program are required to have a cell phone available at all times while attending the campus.

Italian Campus-Rome, Italy

For further information, please see duq.edu/academics/study-abroad.

DUQUESNE UNIVERSITY

Key to Hate Crimes Notations

Type of Bias or Prejudice

Race = ra

Sexual Orientation = s

Gender = g

Ethnicity = e

Religion = re

Disability = d

ITALIAN CAMPUS, ROME, ITALY CLERY ACT STATISTICS				NON CAMPUS PROPERTY			PUBLIC PROPERTY			**RESIDENTIAL FACILITIES		
CATEGORIES OF CRIME	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
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
ROBBERY	0	0	0	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0	0	0	0	0
SEX OFFENSES, FORCIBLE	0	0	0	0	0	0	0	0	0	0	0	0
SEX OFFENSES, NON-FORCIBLE	0	0	0	0	0	0	0	0	0	0	0	0
LIQUOR LAW ARRESTS	0	0	0	0	0	0	0	0	0	0	0	0
LIQUOR LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	0	0	0	0
DRUG LAW ARRESTS	0	0	0	0	0	0	0	0	0	0	0	0
DRUG LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION ARRESTS	0	0	0	0	0	0	0	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION VIOLATIONS	0	0	0	0	0	0	0	0	0	0	0	0
REFERRED FOR DISCIPLINARY ACTION												
HATE CRIMES	0	0	0	0	0	0	0	0	0	0	0	0
DOMESTIC VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0
DATING VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0
STALKING	0	0	0	0	0	0	0	0	0	0	0	0

Note: No crimes have been classified as "Unfounded" during the years 2022 through 2024.
**CRIMES REPORTED IN THE RESIDENTIAL FACILITIES COLUMNS ARE INCLUDED IN THE ON CAMPUS CATEGORY.

Italian Campus Fire Safety Report

The Duquesne in Rome program meets or exceeds all of the requirements of the Fire Code for Rome, Italy. The facility is equipped with fire hoses and fire extinguishers on every floor, as well as smoke detectors in every room. Heat detectors are present in the kitchen area and a redundant fire alarm system is used in the building. There have been no fires reported at the Duquesne in Rome program for the previous three calendar years. Fire and emergency evacuation procedures are reviewed with the students and faculty by the Duquesne in Rome program staff upon the students' arrival at the campus. A fire drill is conducted each semester. To report a fire in Rome, dial '115.'

Important Phone Numbers

Center for Global Engagement

601 Student Union, Duquesne Campus
412.396.6113

Director of European Programs

Michael Wright

wrightm@duq.edu

Duquesne in Rome Daytime phone number –
011.39.06.6152.2811

For off-hour emergency contact with the Duquesne in Rome, please contact the In Case of Emergency phone number, which is answered by the Residence Life staff on duty: (+39) 342.573.7312. OR Department of Public Safety at 412.396.2677.

Important Phone Numbers while in Rome

- Questra di Roma "Aurelio" Police – dial 112 in Emergency
- Department, Via Aurelia, 660, Rome, Italy
- City Police Rome Tel: (+39) 06 67691
- Central Police Station (Rome) Tel: (+39) 06 4686
- Italian Red Cross (Ambulance Emergency) Tel: (+39) 06 5510

U.S. Embassy ROME

- Mailing address: via Vittorio Veneto 121 – 00187 Roma
- Website: italy.usembassy.gov
- Telephone (switchboard): (+39) 06-46741



DUQUESNE IN DUBLIN

Students also have the opportunity to study for a semester in Dublin, Ireland, where Duquesne University has partnered with the University College Dublin to offer an exceptional learning experience. Our students are provided housing accommodations on UCD's campus. At the Duquesne in Dublin program, students will take one course offered by Duquesne University and up to five courses at the nearby University College Dublin (UCD) alongside fellow Irish students.

Security

All policies and procedures (fire safety, student conduct, drug, alcohol, weapons, sexual violence, relationship violence, missing student, etc.) of the Main campus of Duquesne University apply to the Duquesne in Dublin program and students of both campuses are held to the same high standards of conduct and expectations.

Duquesne partners with the International Learning Academy (ILA) in Dublin, which is responsible for maintaining the Dublin daily crime log and fire log. The Clery crime statistics from the Duquesne in Dublin program are obtained from criminal incidents reported to the International Learning Academy and forwarded to Duquesne's Department of Public Safety for inclusion in the Annual Security Report. All emergencies, including medical, crimes and fires are to be reported to the International Learning Academy who shall immediately assist the student with contacting the appropriate Dublin emergency officials. Ireland has an emergency three-digit telephone system like the American '911.' The three digit emergency telephone number in Dublin, Ireland is 999 for Police, Fire, Ambulance and General Emergency.



St. Michael's House

The criteria for an immediate emergency notification are the same for both the main Duquesne University campus and the Duquesne in Dublin program. The Director of European Programs in consultation with the Executive Director of Global Engagement is responsible for issuing emergency notifications and timely warnings at the Duquesne in Dublin program. Emergency notification is made by mass text messaging to every student and faculty member in Dublin; all members of the Duquesne in Dublin program are required to have a cell phone available at all times while attending the campus.



Irish Campus-Dublin, Ireland

The Clery statistics from the Duquesne in Dublin program are obtained from criminal incidents reported to the International Learning Academy and from the Irish national police, the "Garda"; they are forwarded for inclusion in the Annual Security Report. Police services are provided by Donnybrook Garda Station, 43 Donnybrook Road, Dublin 4, Ireland. Any criminal incident should be immediately reported to both the International Learning Academy and the local 'Garda.'

The Duquesne in Dublin program, by definition, is classified as "Non-Campus Property" by the Clery Act.

DUQUESNE UNIVERSITY

IRISH CAMPUS, DUBLIN, IRELAND CLERY ACT STATISTICS	NON CAMPUS PROPERTY		
CATEGORIES OF CRIME	2022	2023	2024
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0
ROBBERY	0	0	0
AGGRAVATED ASSAULT	0	0	0
MOTOR VEHICLE THEFT	0	0	0
ARSON	0	0	0
BURGLARY	0	0	0
SEX OFFENSES, FORCIBLE	0	0	0
SEX OFFENSES, NON-FORCIBLE	0	0	0
LIQUOR LAW ARRESTS	0	0	0
LIQUOR LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	0	0	0
DRUG LAW ARRESTS	0	0	0
DRUG LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	0	0	0
ILLEGAL WEAPONS POSSESSION ARRESTS	0	0	0
ILLEGAL WEAPONS POSSESSION VIOLATIONS	0	0	0
REFERRED FOR DISCIPLINARY ACTION			
HATE CRIMES	0	0	0
DOMESTIC VIOLENCE	0	0	0
DATING VIOLENCE	0	0	0
STALKING	0	0	0
NOTE: No crimes have been classified as "Unfounded" during 2022 through 2024			

Important Phone Numbers

Center for Global Engagement

601 Student Union, Duquesne Main Campus
412.396.6113

Important Phone Numbers while in Dublin:

Donnybrook Garda Station (Police) – dial 999 or 112
in an emergency
Telephone: +353 (0)1 666.9200
#43 Donnybrook Road
Donnybrook, Dublin, Ireland

U.S. Embassy Dublin

42 Elgin Road
Ballsbridge, Dublin 4, Ireland
Telephone: +353 (0)1 668.8777
(During Business Hours)

ILA Dublin

Francis Kelly
info@isb.ir
+353 85 1536941 (Dan Howard)
+353 85 1536941 (Dan Howard)
+353 86 0749548 (emergency)

For more information, please see
duq.edu/academics/study-abroad.

Key to Hate Crimes Notations

Type of Bias or Prejudice

Race = ra Gender = g Religion = re
Sexual Orientation = s Ethnicity = e Disability = d



IMPORTANT NUMBERS

EMERGENCY

On Campus

Duquesne University Police
412.396.COPS (2677)

Off Campus

911

MEDICAL TREATMENT

Student Health Service,
Duquesne Union Atrium, 2nd Floor
412.396.1650
*Hours: Mon.-Thurs. 7:30 a.m. – 6 p.m.,
Fri. 7:30 a.m. – 4 p.m.*
UPMC Mercy Hospital
Emergency Room Services 412.232.8222

OFFICE OF DISCRIMINATION AND SEXUAL MISCONDUCT

Title IX Coordinator and Director of Sexual
Misconduct Prevention and Response
Union, Room 339
412.396.2560

OFFICE OF INTERNATIONAL PROGRAMS

601 Student Union
Duquesne Campus
412.396.6113

POLICE (Non-Emergency)

Duquesne University Police
non-emergency 412.396.6002
Pittsburgh Police
non-emergency 412.255.2827

EMOTIONAL SUPPORT

University Counseling and
Wellbeing Center
412.396.6204

Spiritan Campus Ministry 412.396.6020
Pittsburgh Action Against Rape (PAAR)
1.866.363.7273

Center for Victims of Violent Crimes
412.392.8582

RESIDENCE LIFE MAIN OFFICE

Office of Residence Life 412.396.6655

RESIDENT DIRECTORS

Assumption 412.396.5047
Brottier 412.396.1442
Des Places 412.396.2474
McGinley Hall 412.396.5111
St. Ann's 412.396.5083
St. Martin's 412.396.5095
Towers 412.396.5089
Vickroy 412.396.4211

STUDENT CONDUCT

Director: 412.396.6642

CAMPUS COMMUNITY RISK TEAM (CCRT)

Department of Public Safety
412.396.2677



Campus Map



SCAN HERE FOR
MOBILE MAP



