### IPFW 2010 Fire Statistics

<table>
<thead>
<tr>
<th>Residential Hall Building</th>
<th>Total Fires in Each Building</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>No. of Injuries that Required Medical Treatment</th>
<th>No. of Deaths Related to a Fire</th>
<th>Value Damage Caused by Fire</th>
<th>Case Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cole Commons</td>
<td>0</td>
<td>03/09/10</td>
<td>1:28 p.m.</td>
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<td>0</td>
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<tr>
<td>A</td>
<td>0</td>
<td>11/19/10</td>
<td>12:08 a.m.</td>
<td>Grease Fire</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>Not Applicable</td>
</tr>
<tr>
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<td>09/15/10</td>
<td>2:38 p.m.</td>
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<td>2:38 p.m.</td>
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<td>Not Applicable</td>
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<tr>
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<td>09/15/10</td>
<td>2:38 p.m.</td>
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<td>0</td>
<td>Not Applicable</td>
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<td>12:08 a.m.</td>
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<td>Not Applicable</td>
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<tr>
<td>I</td>
<td>0</td>
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<td>2:38 p.m.</td>
<td>Trash Fire</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

### IPFW 2010 Fire Amenity Chart

<table>
<thead>
<tr>
<th>Residential Hall Building</th>
<th>Fire Alarm Monitoring Done On Site (by UPD)</th>
<th>Full Sprinkler System</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plans/ Placards</th>
<th>No. of Evacuation (Fire) Drills Each Academic Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cole Commons</td>
<td>X</td>
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<td>2</td>
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<td>X</td>
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### Table of Contents

- Annual Disclosure of Campus Safety and Fire Safety Report page 2
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- Security of Facilities page 4
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### Availability of the Annual Security Report

The IPFW Police Department’s Annual Security Report includes statistics for the previous three years concerning reported crimes that occurred on-campus, and in certain off-campus buildings or property owned or controlled by the university and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault and other matters.

The purpose of this publication is:

- To inform students and staff of the university’s more than 200 policies and programs that promote safety and security.
- To increase awareness by summarizing recent crime data.
- To suggest ways that students and staff can deter criminal behavior and promote the safety of persons and possessions.
- To share information regarding emergency preparedness and planning.
- To share information regarding fire safety, fire statistics, and fire-related information.

### Policy for Reporting the Annual Disclosure of Crime Statistics

The IPFW Police Department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and alternate sites, and the assistance of IPFW Athletics, Recreation, and Intramural Sports, IPFW Student Housing on the Waterfield Campus, the Office of the Dean of Students, the Office of Student Life, the Center for Women and Returning Adults, and Human Resources. Each entity provides updated statistical information.

Campus crime, arrest, and referral statistics include those reported to the IPFW Police Department, designated campus officials (including but not limited to directors, deans, department heads, residence halls disciplinary personnel, athletic coaches) and local law enforcement agencies. As a result of the negotiated rulemaking process, which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092(f) clarification was given to those considered to be campus security authorities. Campus “Professional Counselors,” when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The rulemaking committee defines a professional counselor as: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.

Each year, a postcard is sent to all students and employees notifying them of the availability of this report. The full text of this report can be located on the University Police web site at http://ipfw.edu/offices/police/documents/IPFW_Police_Current_Annual.pdf. Copies of this report may also be obtained at the University Police Department located in the Support Services Building.

Prospective students are notified about this report in the View Book which is distributed to them by Admissions.

### IPFW Police Department

The IPFW Police Department is staffed 24 hours a day, 365 days a year. The university maintains its own professional police agency, consisting of 18 police officers, 7 dispatchers, and 2 safety officers. State law grants IPFW police officers the same powers of arrest and law enforcement as city and county officers. In addition to having jurisdiction on campus and adjacent public streets, IPFW police officers have state wide jurisdiction (see IC 21-17-5-5). The IPFW Police Department employs competent law enforcement professionals who use advanced equipment and techniques as they perform their duties. The department works closely with the Indiana State Police and the police departments of Fort Wayne and Allen County. This includes a Major Crime Scene Policy with the Fort Wayne Police Department. The IPFW Police Department encourages other agencies to inform it of all reported criminal activity at any site affiliated with the university or with university-recognized organizations.

In an emergency, police can be summoned via any of the more than 50 special emergency telephones located throughout campus as well as by regular telephones. All reports of criminal activity will be handled and investigated in an appropriate and professional manner.

Besides direct efforts in crime prevention and detection, the IPFW Police Department carries out a number of programs to foster safety and security:

- **Bike Patrol.** The IPFW Police Department’s bike patrol unit includes 8 officers. Officers can perform nearly all of their duties on bicycles, with the exception of transporting individuals. The bike patrol is a cost-effective community outreach program that allows officers to interact with people while patrolling the campus.
- **Crisis Intervention Team.** There are IPFW police officers specially trained to safely de-escalate contacts with emotionally distressed and mentally ill persons and work with the mental health system in Allen County to get help for people in need. The Crisis Intervention Team (CIT) is a county-wide effort that involves

### Fire Safety and Statistics

<table>
<thead>
<tr>
<th>Building</th>
<th>Total Fires in Each Building</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>No. of Injuries</th>
<th>Fire Equipment</th>
<th>Evacuation Plans/Placards</th>
<th>No. of Evacuation Drills</th>
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</table>

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<table>
<thead>
<tr>
<th>Hall</th>
<th>Fire Alarm Monitoring On Site (by UPD)</th>
<th>Full Sprinkler System</th>
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<th>Fire Extinguisher Devices</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Commons</td>
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<td>X</td>
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<td>X</td>
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<td>X</td>
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<td>G</td>
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IPFW 2008 Fire Statistics

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<th>Case Number</th>
</tr>
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<tr>
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</table>

IPFW 2008 Fire Amenity Chart

<table>
<thead>
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<tbody>
<tr>
<td>Cole Commons</td>
<td>X</td>
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</tr>
</tbody>
</table>

HOMA UNIVERSITY-IPFW-PORT WAIME 14 Campus Safety: Annual Security and Fire Safety Report

Campus Safety: Annual Security and Fire Safety Report 3
Campus Safety: Annual Security and Fire Safety Report

Identity Theft

Identity theft is a crime in which someone wrongfully obtains and uses another person's personal data in some way that involves fraud or deception, typically for financial gain. This personal data could be a Social Security number, bank account and credit card information, telephone calling card numbers, and other valuable identifying data. With identity theft and fraud, which are often computer-aided, there are measures that can be taken to reduce or minimize the risk of becoming a victim. These measures can be taken by remembering the acronym “SCAM.”

S — be cautious about giving out personal information to others unless you have a reason to trust them. Limit the information on personal checks.

C — check financial information regularly and examine records for any unrecognized/ unauthorized transactions. Should such transactions be noted, the banking institutions and credit card companies should be contacted immediately.

A — ask periodically for a copy of your credit report. The three principal credit reporting companies are Equifax, Experian, and Trans Union. These three companies, as well as the United States Federal Trade Commission, are accessible online.

M — maintain careful records of banking and financial records, as well as personal computer security. Computer security can be fortified by installing any number of anti-spyware programs and by installing firewalls. Changing passwords frequently and reducing any file sharing can aid in the security of personal computers. Report any suspected identity theft or identity fraud to the police.

Ride Boards

Ride boards offer students convenient and cheap transportation, but they also bring cheap transportation, but they also bring

• Don’t lend your credit cards to anyone. Keep a list of your cards and their numbers with your insurance papers.

• Maintain adequate insurance coverage.

• Report thefts to the police at once.

Crime Statistics

IPFW Campus 2008

<table>
<thead>
<tr>
<th>Number of Offenses</th>
<th>Student Residential Facility</th>
<th>On Campus</th>
<th>Non-Campus Building</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder and Manslaughter</td>
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<tr>
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</tr>
<tr>
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<tr>
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</tr>
<tr>
<td>Burglary</td>
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<td>15</td>
<td>3</td>
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</tr>
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</table>

IPFW Campus 2009

<table>
<thead>
<tr>
<th>Number of Offenses</th>
<th>Student Residential Facility</th>
<th>On Campus</th>
<th>Non-Campus Building</th>
<th>Public Property</th>
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<tr>
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<tr>
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<tr>
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IPFW Campus 2010

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Security of University Facilities

IPFW University Police operates and oversees more than 40 buildings and facilities on the main campus, northeast campus, and student housing.

Lighting

The campus is routinely surveyed to ensure that exterior areas are adequately lit at night. Sidewalks are specifically reviewed to determine whether additional lighting is needed. Trees and shrubs that impair lighting along walkways are trimmed as needed.

Building Security

Physical Plant personnel are responsible for security considerations used in the maintenance of campus facilities. Security-related maintenance issues, such as broken windows, faulty doors and locks, missing screens and discharged fire extinguishers are given first priority by the Maintenance personnel.

Crime reports in the residential facilities’ columns are included in the on-campus category. These statistics indicate cases an initially reported to the police. Further investigation may reveal the case was unfounded or lack sufficient evidence to result in the filing of criminal charges by the prosecutor’s office.

Individuals who were arrested and referred for disciplinary action are reported only under the arrest category.

Inclusions: incidents that occurred at off-campus facilities of university-recognized student organizations.

Non burglaries that are reported by federal definition would be classified as a burglary under Indiana Law.

Arrests: 3 5 0 0

Sexual Offenses: 0 0 0 0

Forcible Sex Offenses: 2 2 0 0

Non-Forcible Sex Offenses: 0 0 0 0

Robbery: 0 0 0 0

Aggravated Assault: 0 0 0 0

Burglary: 4 15 6 0

Arson: 0 0 0 0

Motor Vehicle Theft: 0 1 0 0

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Non-Forcible Sex Offenses: 0 0 0 0

Robbery: 0 0 0 0

Aggravated Assault: 0 0 0 0

Burglary: 4 15 6 0

Arson: 0 0 0 0

Motor Vehicle Theft: 0 1 0 0

Note: There were no offenses or other crimes involving bodily injury to any person in which the victim was intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim.

The statistics in this Annual Security Report were prepared by the IPFW Police Department based on information gathered from individuals in the following university offices and departments and local law enforcement agencies:

Office of the Dean of Students
Office of Student Housing
Director of Student Life
IPFW Athletics, Recreation, and Campus Activities
IPFW EEOC Officer
Human Resources

Indianapolis Metropolitan University Police
Fort Wayne City Police
Indiana State Police
Allen County Sheriff’s Department
Mate County Sheriff’s Department
IPFW Police Department
Waseca City Police Department

If you are to be a passenger, find out if others will be riding with you. Meet them in advance in a public place. Don’t ride with them if you don’t feel safe.

Call ahead to family or friends at your destination so they will know when to expect you.

Group Presentations

IPFW police officers present safety and security talks to campus and community groups upon request. Presentations are scheduled regularly to address the special concerns of residence managers, resident assistant, library staff, international students, sororities, fraternities, and other groups.

Publications

Both the police department and the Office of the Dean of Students distribute various publications that address problems such as date rape, alcohol abuse, and theft.

Lending services to the police at once

• Don’t lend your credit cards to anyone. Keep a list of your cards and their numbers with your insurance papers.

• Maintain adequate insurance coverage.

• Report thefts to the police at once.

• Don’t lend your credit cards to anyone. Keep a list of your cards and their numbers with your insurance papers.

• Maintain adequate insurance coverage.

• Report thefts to the police at once.
1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Determine if investigator and/or crime scene technician is needed
5. Collection of evidence
6. Prepare case report documentation and pertinent paperwork for major case file
7. News release
8. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Sexual Assault Procedures

1. Initial complaint received; victim contacted
2. Preliminary interview conducted
3. Obtain description(s) of any possible suspects and/or vehicles if available
4. Investigator and/or crime scene technician contacted (FWPD)
5. Allen County Coroner’s Office contacted
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Manslaughter Procedures

1. Initial complaint received; victim contacted
2. Preliminary interview conducted
3. Obtain description(s) of any possible suspects and/or vehicles if available
4. Investigator and/or crime scene technician contacted (FWPD)
5. Allen County Coroner’s Office contacted
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Negligent Manslaughter Procedures

1. Initial complaint received; victim contacted
2. Preliminary interview conducted
3. Obtain description(s) of any possible suspects and/or vehicles if available
4. Investigator and/or crime scene technician contacted (FWPD)
5. Allen County Coroner’s Office contacted
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Robbery Procedures

1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Aggravated Assault Procedures

1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Investigator and/or crime scene technician contacted
5. Collection of evidence
6. Prepare case report documentation and pertinent paperwork for major case file
7. News release
8. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Motor Vehicle Theft Procedures

1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
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9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Burglary Procedures

1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Aggravated Burglary Procedures

1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Nonforcible Sexual Offense Procedures

1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Forfeiture Procedure

1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Fire

1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Health Care

1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Counseling and Victim Assistance Services

1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Campus Safety: Annual Security and Fire Safety Report

Clery Procedures

1.Initial complaint received; victim contacted
2.Determine if medical treatment is needed
3.Preliminary interview conducted
4.Determine if Investigator and/or crime scene technician is needed
5.Collection of evidence
6.Prepare case report documentation and pertinent paperwork for major case file
7.News release
8.Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges
9.Services offered to victim:
   - Office of the Dean of Students (personal counseling)
   - Fort Wayne Victim’s Assistance
   - Rape Crisis Hotline
   - Lutheran Hospital
   - St. Joseph Hospital
   - Office of the Dean of Students

3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Investigator and/or crime scene technician contacted (FWPD)
6. Allen County Coroner’s Office contacted
7. Collection of evidence
8. Prepare case report documentation and pertinent paperwork for major case file
9. News release
10. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Bicycle Safety and Registration

- Students, staff, and faculty are encouraged to register their bicycles as an aid in recovery in case of theft.
- Bicycles can be brought to IPFW University Police to be registered.
- Always secure your bike to a designated bike rack.
- Wear a bicycle safety helmet for personal protection.

Policy Statement for Reporting Crimes

General Procedures for Reporting a Crime or Emergency

The IPFW Police Department encourages all community members, students, faculty, staff, and guests to report all crimes and public safety-related incidents to the IPFW Police Department promptly. Crimes can be reported to the University Police Department anonymously by calling the anonymous tip line. The University does not have procedures for voluntary, confidential reporting of crime statistics. In addition you may report a crime to the Office of the Dean of Students, Human Resources, and Student Housing.

Contact IPFW University Police Excel at the following numbers:

- Non-emergencies: From external phone 260-481-6287
- From campus phone 1-6827

- Emergencies: From external phone 260-481-6911
- From campus phone 1-6911

Anon Tip Line

- From external phone 260-481-0200
- From campus phone 1-0200

Students Housing Safety Tips

Always lock the doors and windows while you are sleeping and when you leave the room, even if you are just going down the hall.

- Carry your keys with you at all times.
- Do not loan your keys to others.
- Do not keep large quantities of cash in your room.
- Do not let strangers inside your residential building.
- Learn who lives in your building and report any unauthorized persons immediately.
Emergency Blue Phones

These emergency telephones are placed at strategic locations around campus. For assistance, push the button, which will connect you to the IPFW Police Department.

Office of the Dean of Students
Walb Union Room 111 260-481-6601 From campus phone 1-6601

Human Resources
Ketterle Hall Room 506 260-481-6840 From campus phone 1-6601

IPFW Student Housing
Clubhouse 260-481-4180 From campus phone 1-4180

This publication contains information about on-campus and off-campus resources and information that is made available to provide IPFW community members with specific information about the resources that are available in the event that they become the victim of a crime. The information about “resources” is not provided to imply that those resources are “reporting entities” for the IPFW Police Department. Crimes should be reported to IPFW Police to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.

CampusLink
This free shuttle service is available for students, faculty, staff, and the general public to get around easily between IPFW’s Coliseum and North campuses, IPFW and its Student Housing on the Western Campus, and some shopping and residential areas.

Buses arrive every 20 minutes. CampusLink operates during IPFW’s and Ivy Tech’s fall and spring semesters, Monday through Friday, 7:30 a.m.-8:30 p.m. There is no shuttle service Saturdays, Sundays, and some holidays. Visit www.foxlink.com/campuslink for a complete time schedule of routes and information.

Sex Offenses and Assaults - Your Personal Safety

Rape, armed robbery, battery, and active shooter situations are examples of crimes directed against persons. Law enforcement officials have developed techniques to minimize the danger of falling victim to such crimes. The common thread running through all of their advice is simple: remain alert and attentive to potential danger, don’t put yourself at risk, and report suspicious incidents to the police.

Rape and Sexual Assault

Rape is sexual intercourse without consent. More often than not, the victim and the attacker know each other. Sexual assault is the touching of another person in a sexual manner without consent. It may or may not involve actual injury. Acquaintance rape is a serious crime. The lack of verbal or physical resistance because of force, or threat of force, does not mean consent.

The best defenses against rape and sexual assault are alertness and awareness. At all times, including dating situations, you should:

• Let a friend or roommate know whom you will be with, where you will be, and when you expect to return. Leave an address and phone number.
• Do not let peer pressure influence the amount of alcohol you drink. A study at a Big Ten university showed that 80 percent of men and 70 percent of women involved in sexual assaults had been drinking.
• Trust your feelings and instincts. If you feel threatened, there’s probably a good reason. Get away fast.
• Report any assault or threat of assault to the police department having jurisdiction, and/or to the Office of the Dean of Students as soon as possible. In selecting dating partners, beware of a person who:
  • Ignores your wishes.
  • Becomes angry or hostile when you say “no.”
  • Tries to make you feel guilty when you say “no.”
  • Ignores your personal space boundaries.
  • Is quick to show anger or aggression.
  • Is excessively jealous or possessive.
  • Doesn’t listen to what you say.
  • Forces you to continually ward off advances.
  • Expresses hostile feelings.

Your first few dates with any individual should be in public places. Always have an alternate way home. Rape Aggression Defense (RAD) training is available from the IPFW Police Department upon request.

Rape and Sexual Assault Victims

If you are the victim of a rape or sexual assault, get to a safe place as soon as you can. Then you should:

• Try to preserve all physical evidence. Do not bathe, douche, use the toilet, or change clothing.
• Notify the police. Fort Wayne Sexual Assault Center, or local hospital—even if you are unsure about filing charges.
• Get medical attention as soon as possible.
• Call a close friend, resident assistant, or other trusted person who can be with you during your interview with the police.
• Use the victim-assistance services offered by campus and/or community agencies including the Center for Women and Returning Adults, IPFW/Parkview Student Assistance Program, Fort Wayne Victim’s Assistance, and Fort Wayne Women’s Bureau–Rape Crisis Hotline (see blue box).
• If you request their assistance, University personnel will assist you in notifying the police.

Disciplinary Procedure Disclosure:

• In cases of alleged sexual assault, the student and the student’s accuser are entitled to the same opportunities to have other party present during the hearings.
• Both the student and the student’s accuser shall be informed of the outcome of any hearing brought alleging a sexual assault.
• The university will change a victim’s academic and living situations after an alleged sex offense if those changes are requested and reasonably available.

Sanctions the University may impose when you are unsure about filing charges.

• Know at least two separate routes from your area to an exit or exit stairway.
• Know the location of your building’s fire alarms, and learn how to use them.
• If you have a disability that could delay your escape, let someone in authority know about it, and be sure there is a plan to assist you.
• If you have a disability that could delay your escape, let someone in authority know about it, and be sure there is a plan to assist you.
• Fire code prohibits storage or use of gifts in or on any building, walking, stairway, or balcony.
• Space heaters, halogen lamps, and other heating devices present a fire hazard and are prohibited.
• Smoking is not allowed in IPFW Buildings or Residential Housing Facilities.
• The use of candles, incense or other device with an open flame is not permitted on the premises of Student Housing.

Fire Safety Evacuation Procedures

• Never block fire exits, doorways, corridors, or stairways. In the event of a fire, the campus alarm system will sound continuously to indicate a fire alarm.
• If you discover a fire, activate the building fire alarm system, and call the fire department (911) or campus police (16911).
• Leave the fire area immediately, following the planned exit route and closing all doors behind you to slow the spread of fire and smoke.
• Exit the building via the closest exit or exit stairway.
• Never use an elevator when evacuating a burning building.
• Once outside the building, move across the street. Tell the IPFW Police Department if anyone is left inside, and do not re-enter until you are told you may do so.

If you are trapped or unable to exit:

• Stay calm, and take steps to protect yourself.
• If possible, move to a room with an outside window.
• If there is a working phone, call 911 or 16911 and tell the dispatcher where you are. Do this even if you can see the fire/ police department from the window.
• Tell the police, Fort Wayne Sexual Assault Center, or local hospital— even if you are unsure about filing charges.

Emergency Medical Response

Contact the IPFW Police Department at 16911 or call 911. The Advanced Life Support (ALS) unit will then be summoned to the emergency. IPFW police department employees are trained in First Aid, CPR and AED.

Portable Fire Extinguishers

• Portable fire extinguishers at the University are intended for use by trained individuals.
• You should activate the nearest fire alarm prior to using a fire extinguisher. Most portable extinguishers are appropriate for only small contained fires, such as a fire in a wastebasket.
• Don’t fight a fire if you have not been trained or are unsure about what type of extinguisher to use.
• Remember to never fight a spreading or growing fire and never block your escape.

Emergency Building Evacuation for People With Physical Disabilities

In the event of an emergency that may require a building evacuation, the following procedure is recommended:

**Emergency Notification Procedures**

IPFW is a large and complex institution, and people move about our campus freely. A key part to IPFW’s campus preparedness is the Emergency Notification System – ENS. Despite advances in communication, there is no way to reach everyone instantly with a single message. However, the multi-layered communication approaches we have in place will help spread the word of an immediate threat to the health or safety of the campus community.

If IPFW Police, Department of Radiological and Environment Management, Fort Wayne Resilience EOC, or Fort Wayne Police Department confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the IPFW Community, University Relations and Communications will collaborate, along with University Police to determine the content of the message and will use some or all of the systems described below to communicate the threat to the IPFW Community.

- **Fire Alarms**: Immediately evacuate the building.
- **Tornado Siren**: Shelter in Place
- **Phone**: Office and cellular phones.
- **Text Messaging**: Message sent to cell phone listed on my.ipfw.edu.
- **E-mail**: An-e-mail will be sent to all people with an ipfw.edu address.
- **Carillon**: Outdoor public announcement system
- **Web Msg.**: The home page ([www.new.ipfw.edu](http://www.new.ipfw.edu)) is the focal point of the most complete information in all campus-related emergencies.
- **Local Media**

**SIGN UP FOR EMERGENCY MESSAGES ON CELLULAR TELEPHONES**

- **To go my.ipfw.edu**

University Police and University Relations and Communications will, without delay and taking into account the safety of the community determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Announcement of all or part of the notification system will be determined by the Chancellor, Vice Chancellor of Financial Affairs, Chief of University Police, Police Shift Commander, Officer in Charge or designee. Each incident will be evaluated and confirmed based on incident type and life safety factors; a decision to make a timely warning will then be made to determine the appropriate segment or segments (Academic, Residence Areas, or Northside Campus) of the campus community or larger community are to receive the emergency notification.

**Timely Warnings**

The Chancellor, Vice Chancellor of Financial Affairs, Chief of University Police, Police Shift Commander, Officer in Charge or designee, may authorize timely warnings for incidents ranging from thefts to sexual assaults.

In the event that a situation arises, either on or off campus, that, in the judgment of the Chief of University Police or designee, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning can be issued by using the Emergency Notification System or placement of flyers around campus to students, faculty, and staff of IPFW.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, activation of the Emergency Notification System would generate the warning via email, phone, and text. A notice may also be posted on the University Police homepage under Safety Alert Information.

Anyone with information warranting a timely warning should report the circumstances to the University Police office by phone (260-481-6827) or in person at the dispatch center located in the Support Services Building.

**Fire Safety Preparedness**

- Learn your building’s exiting system.

**Sex Offender Registration**

The Campus Sex Crimes Prevention Act (CSCPA), section 1601 of Public Law 106-386, is a federal law that provides for the tracking of convicted sex offenders or individuals employed at or appointed by institutions of higher education. The act’s intent is to extend the protection of the sex offender registries and Megan’s Law to college campuses. It also amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act to require institutions of higher education to issue a statement affirming the campus community where to obtain law enforcement agency information provided by a state concerning registered sex offenders.

**Sex Offender Registration Information**

The Indiana Sex and Violent Offender Registry may be accessed online at [www.state.in.us/xser/cjlp/sar](http://www.state.in.us/xser/cjlp/sar). Megan’s Law can be found online at [www.kliaskids.org/ind.htm](http://www.kliaskids.org/ind.htm), or you can go to the IPFW Police Web site at [www.ipfw.edu/police](http://www.ipfw.edu/police).

- **www.mpoe.gov** – National Sex Crimes

- **Other Sex Crimes**

Sex crimes are not limited to rape and sexual assault. Other types of offensive and unacceptable behavior are crimes and should be dealt with accordingly.

- Exhibitionists, voyeurs, and persons who make obscene or harassing phone calls could be subject to criminal charges.
- While such persons often do not carry out physical attacks, you have the assurance that they will not. Don’t take chances.
- Report all incidents to the police.

- **Exhibitionism and Voyeurism**

If you are the victim of an exhibitionist, try not to panic. Stay calm and show no reaction. Call the police at once, reporting the time and location of the incident. If any witnesses are present, get their names and phone numbers. Details of the exhibitionist’s appearance will help the police identify the offender. One of your first steps should be to get a good look at the offender. If a car is involved, try to remember the color, make, license plate number, and direction of travel.

You should follow the same guidelines if you observe a voyer. Also, be sure to lock all doors and windows immediately.

**Obscene and Harassing Phone Calls**

Always use the telephone on your terms, not the terms of the caller. Don’t talk to anyone you want to and never volunteer your name to an unknown caller. Hang up at once if a caller makes obscene or harassing remarks or does not respond to your “hello.” You should always be wary of callers who say they are conducting a survey. Criminals often use this as a ploy to get confidential information such as credit card numbers or bank account locations. If you suspect that a call is not legitimate, get the caller’s name, company affiliation, and phone number. You can call back after you have verified the authenticity of the call. Phone crank callers often obtain numbers from classified ads. If you place an ad, use a box number or list your phone number without your address. You should also be careful about reporting unusual messages on your phone answering machine. Police report that many crank calls originate after the word spreads about a unique message on an answering machine. Some other suggestions for dealing with obscene or crank callers:

- Don’t play detective, counselor, or comedian. This is just what the caller wants you to do.
- Report all obscene or harassing calls to the police immediately.
- Keep a log of repeated calls. Record the date, time, and content of the call. Try to describe the caller’s voice and note any background noises.

**Assaults**

Muggings, robberies, and other violent crimes may occur at any time. As with sex crimes, your best defense is to remain alert at all times and aware of the possibility that a crime could occur.

If you are attacked, notify the police at once. Here are some suggestions that can minimize your chances of being a victim:

- Never walk or jog alone, especially during the evening or early morning hours. Even if you are just walking a short distance, call a friend to accompany you or contact a campus escort service at 18027.

- When you walk at night, select well-lit areas where other people are. Avoid alleys and back streets. Don’t walk next to dense shrubbery or in other places where an attacker could hide.

- Never hitchhike.

- Always have your keys in hand as you approach your front door or car. You will be less vulnerable because you can get inside quicker.

- Carry a whistle to summon help.

- Before you go anywhere, let your friends and family know when you will return. Work out a system so that friends will notify the police if you do not return within a specified time.

- Stay with your group at parties. Many attacks have occurred after friends were persuaded to leave because the victim said, “Go without me. I’ll be fine.”

- Keep windows, screens, and doors locked at all times. Keep drapes closed so that persons outside cannot see into rooms.

- Report any suspicious persons to the police.

**Safety Guidelines for Armed Subjects, Active Shooter Situations**

An active shooter is a person who appears to be actively engaged in killing or attempting to kill people in a populated area. In most cases, active shooters use firearms, and there is no pattern or method to their selection of victims. These situations are dynamic and evolve rapidly, demanding immediate deployment of law enforcement resources to stop the shooting and mitigate harm to innocent victims. This section provides guidance to faculty, staff, and students who may be caught in an active...
shooter situation, and describes what to expect from responding police officers.

Guidance to faculty, staff, and students
In general, how you respond to an active shooter will be dictated by the specific circumstances of the encounter, bearing in mind that different locations will have different resources involved in the situation. If you find yourself involved in an active shooter situation, try to remain calm and use these guidelines to help you plan your actions:

• If an active shooter is outside your building, proceed to a room that can be locked, closed and lock all the windows and doors, and turn off all the lights. If possible, get everyone down on the floor and ensure that no one is visible from outside the room. One person in the room should call 911, advise the dispatcher of what is taking place, and inform him or her of your location. Remain in place until the police, or a campus administrator known to you, give the “all clear.” Unfamiliar voices may be the shooter attempting to lure victims from their safe space. Do not respond to any voice command until you can verify with certainty that they are being issued by a police officer.

• If an active shooter is in the same building as you are, if you think you can be locked in a room, and if so, follow the same procedure described in the previous paragraph. If your room can’t be locked, determine if there is a nearby secured area that can be reached safely and securely, or if you can safely exit the building. If you decide to move from your current location, be sure to follow the safety instructions of the officers on scene or if you are a member of the University community has been trained in Incident Command and to lessen the impact the crisis has among the appropriate segments of the community that may be affected by the situation.

Emergence Preparedness
The Campus Crisis Management Committee has partnered with the University Police Department, and other departments in developing a Crisis Response Plan. The purpose of the plan is to establish and document a coordinated plan for organizing and responding to all hazards, whether natural or man-made, which may arise from all mitigation efforts.

Crisis Management is normally divided into four distinct parts: mitigation, preparedness, response and recovery.

Mitigation is the cornerstone of crisis management. It is the ongoing effort to reduce the likelihood of a crisis occurring and to lessen the impact the crisis has on people and property. Preparedness serves to develop the response capabilities needed in the event of a crisis should arise. Protecting the lives of students, employees, guests, and visitors and insuring the continuity of an operational unit within the University is the focus of crisis preparedness. Response begins at the moment the crisis is recognized and continues through its immediate aftermath. Recovery is the time required for the recovery of the functional area and the restoration of normal services, depending on the damages caused by the crisis.

The University conducts emergency response exercises each year, such as table top exercises, field exercises, and test of the emergency notification system on campus. These tests are designed to assess and evaluate the emergency plans and capabilities for emergency response.

Tests may be announced or unannounced. In conjunction with the testing, Purdue public safety officials will publicize Purdue’s emergency response procedures, and will document for each test, a description of the exercise, the date, time and whether it was announced or unannounced.

Public safety officials may cancel the test if the system has been activated for an actual incident within two weeks of the scheduled test. When Emergency Notification System is tested, the University Police Department recommends that the campus community review their own emergency response and evacuation procedures as contained in the Emergency Procedure Handbook. The Employee Assistance Program (EAP) provides basic “how to” procedures on at least an annual basis, including:

• Tests that may be announced or unannounced
• Publicizing its emergency response and evacuation procedures in conjunction with an institutional test per calendar year.
• Documenting, for each test, a description of the exercise, the date, time, and whether it was announced or unannounced.

IPFW Police officers and supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. When a natural disaster occurs or an immediate threat to the campus, the first responders to the scene are usually the IPFW Police Department.

Depending on the nature of the incident, other IPFW departments and local offices or federal agencies could also be involved in responding to the incident. General information about the emergency response and evacuation procedures for IPFW can be found in the Emergency Procedure Handbook which is available on the IPFW Police web site under the Emergency Information link.

University Police has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the IPFW Police Department has a responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the community. If that is the case, Federal Law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

IF YOU HEAR:

• Outdoor announcement system, follow the instructions given.
• A fire system, evacuate the building immediately. This alarm is indicated by strobe lights that read “FIRE” and continuous horns sounding or voice activated.
• An outdoor tornado siren, remain in the building and seek shelter. The outdoor weather sirens, located in the Liberal Arts Building and at Student Housing, will be activated by Allen County in the event of a tornado.

Emergency Procedure Handbook
The handbook provides basic “how to” information to help the campus community respond to emergencies. While it is impossible to produce a document that is all-inclusive, this publication addresses the most common emergencies and those that are most likely to occur in the future. For example:

Tornadoes
A tornado watch is issued when conditions are favorable for tornado formation. A tornado warning is issued when a tornado has been
shooters, and describes what to expect from responding police officers.

Guidance to faculty, staff, and students

In general, how you respond to an active shooter will be dictated by the specific circumstances of the encounter, bearing in mind the presence or absence of others involved in the situation. If you find yourself involved in an active shooter situation, try to remain calm and use these guidelines to evaluate your plan of action:

• If an active shooter is outside your building, proceed to a room that can be locked, closed, and lock all the windows and doors, and turn off all the lights. If possible, get everyone down on the floor and ensure that no one is visible from outside the room. One person in the room should call 911, advise the dispatcher of what is taking place, and inform him or her of your location. Remain in place until the police, or a campus administrator known to you, give the “all clear.” Unfamiliar voices may be the shooter attempting to lure victims from their safe spaces. Do not respond to any voice command until you can verify with certainty that they are being issued by a police officer.

• If an active shooter is in the same building as you are, or there is a possibility that you can be locked in, and if so, follow the same procedure described in the previous paragraph. If your room can’t be locked, determine if there is a nearby location that can be reached safely and secured, or if you can safely exit the building. If you decide to move from your current location, be sure to follow the4 instructions outlined below.

• If an active shooter enters your office or classroom, try to remain calm. Dial 911, if possible, and alert police to the shooter’s location. If you can’t speak, leave the line open so the dispatcher can listen to what’s taking place. Normally the location of a 911 call can be determined without speaking. Attempting to overpower the shooter with force should be considered a very last resort, after all other options have been exhausted. If the shooter leaves the area, proceed immediately to a safer place and do not attempt to track anything that was in touch with the victim of the shooter.

• No matter what the circumstances, if you decide to flee during an active shooting situation, make sure you have an escape route and plan in mind. Do not attempt to carry anything while fleeing. Move quickly, keep your hands visible, and follow the instructions of any police officers you may encounter. Do not attempt to remove injured people; instead, leave wounded victims where they are and notify authorities of their location as soon as possible. Do not try to drive off campus until advised it is safe to do so by police or campus administrators.

What to expect from responding police officers

Police officers responding to an active shooter are trained to proceed immediately to the area in which shots were last heard; their purpose is to stop the shooting as quickly as possible. The first responding officers may be dressed in regular patrol uniforms, or they may be wearing external bulletproof vest, kevlar helmets, and other tactical equipment. The officer may be armed with rifles, shotguns, or handguns, and might be using pepper spray or tear gas to control the situation. Regardless of how they appear, remain calm, do as the officers tell you, and do not bait or incite them. Put down any bags or packages you may be carrying and keep your hands visible at all times. If you know where the shooter is, tell the officers. The first officers to arrive will not stop to aid injured people; rescue teams composed of other officers and emergency medical personnel will follow the first officers into secured areas to treat and remove injured persons. Keep in mind that even once you have escaped to a safer location, the entire area is still a crime scene. Police will usually not let anyone leave until the situation is fully under control and all witnesses have been identified and questioned. Until you are released, remain at whatever assembly point authorities designate.

Drug and Alcohol Policies

Alcoholic Beverages

Use, possession, or distribution of alcoholic beverages is strictly regulated. State law prohibits possession of alcoholic beverages by persons younger than 21 years old. State law also prohibits persons 21 or older from providing alcoholic beverages to minors. A person misrepresenting his or her age to obtain alcoholic beverages is in violation of the law. With a few exceptions, such as pre-approved events in The John and Ruth Rheinheart Music Center, the Walb Student Union, Williams Theater, Cole Commons, or the SCN garden, possession of alcoholic beverages on the IPFW campus is prohibited. Persons 21 or older who are and notify authorities of their location as soon as possible. Do not try to drive off campus until advised it is safe to do so by police or campus administrators.

Illegal Drugs

Indiana state law and university regulations prohibit the use, possession, or distribution of narcotics or controlled drugs without a valid prescription. Violations of drug policies may result in disciplinary action and the provisions of applicable state and federal laws as well as university disciplinary actions. IPFW Student Housing on the Waterford campus maintains a “no tolerance” drug policy. IPFW’s drug and alcohol policy is published and distributed annually to students and employees (Student Handbook). Consult this policy for detailed information. (Executive Memorandum No. C-44, June 12, 1988.) The Employee Assistance Program (EAP) provides alcohol abuse counseling for employees. Personal counseling and referrals are provided for students and their families through the IPFW/Parkview Student Assistance Program.

Emergency Preparedness

The Campus Crisis Management Committee has partnered with the University Police Department, and other departments in developing a Crisis Response Plan. The purpose of the plan is to establish a procedure for organizing for and responding to all crises, whether internal or external, and which may arise out of all mitigation efforts. Crisis Management is normally divided into four distinct parts: mitigation, preparedness, response and recovery. Mitigation is the cornerstone of crisis management. It is the ongoing effort to reduce the likelihood of a crisis occurring and to lessen the impact the crisis has on people and property. Preparedness serves to develop the capabilities needed in the event of a crisis should arise. Protecting the lives of students, employees, guests, and visitors and insuring the continuity of an operational unit within the University is the focus of crisis preparedness. Response begins at the moment the crisis is recognized and continues through its immediate aftermath. Recovery is the time required for the recovery of the functional area and the restoration of normal services, depending on the damages caused by the crisis.

The University conducts emergency response exercises each year, such as Table Top tests, exercises, field tests, and test of the emergency notification system on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of each department.

Tests may be announced or unannounced. In conjunction with the testing, university officials will publicize IPFW’s emergency response procedures, and will document for each test, a description of the exercise, the date, time and whether it was announced or unannounced.

University officials may cancel the test if the system has been activated for an actual incident within two weeks of the scheduled test. When the Emergency Notification System is tested, the University Police Department recommends that the campus community review their own emergency response and evacuation procedures as contained in the Emergency Procedures Handbook.

The University conducts emergency procedures to test the emergency response and evacuation procedures on at least an annual basis, including:

• Tests that may be announced or unannounced.
• Publicizing its emergency response and evacuation procedures in conjunction with an instruction test per calendar year.
• Documenting, for each test, a description of the exercise, the date, time, and whether it was announced or unannounced.

IPFW Police officers and supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. When a threatening or violent incident occurs that may cause an immediate threat to the campus, the first responders to the scene are usually the IPFW Police Department. Depending on the nature of the incident, other IPFW departments and other local departments or federal agencies could also be involved in responding to the incident. General information about the emergency response and evacuation procedures for IPFW can be found in the Emergency Handbook which is available on the IPFW Police web site under the Emergency Information link.

University Police has the responsibility of responding to, and disseminating the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the IPFW Police Department has a responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the community. If that is the case, Federal Law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

IF YOU HEAR:

• Outdoor announcement system, follow the instructions given.
• A fire system, evacuate the building immediately. This alarm is indicated by strobe lights that read “FIRE” and continuous horn sounding or voice activated.
• An outdoor tornado siren, remain in the building and seek shelter. The outdoor weather sirens, located in the Library and the Armory will be activated by Allen County in the event of a tornado.

Emergency Procedure Handbook

The handbook provides basic “how to” information to help the campus community respond to emergencies. While it is impossible to produce a document that is all-inclusive, this publication addresses the most common emergencies and those that are most likely to occur in the future. For example:

Tornadoes

A tornado watch is issued when conditions are favorable for tornado formation. A tornado warning is issued when a tornado has been reported.
Shelter in Place

“Shelter in place” simply means seeking immediate shelter inside a building or your university residence. This course of action may need to be taken during a tornado, earthquake (rare in Indiana), or an accidental release of toxic chemicals in the outside air. You will be notified by the outdoor weather siren system, through radio or television, or your own observations. Go inside to the lowest indoor room/hallway and turn on local media for updates. Remain in place until police, fire, or other emergency response personnel tell you it is safe to leave, or until information is announced through radio or television broadcasts, alerting you that it is safe to leave.

Earthquake
• if you are indoors, don’t rush to get outside. Get under a desk or table. Stay away from windows and outside walls.
• if you are outdoors, get into an open area away from trees, buildings, walls, and power lines.
• if you are driving, pull over to the side of the road and stop. Avoid overpasses and power lines. Stay inside your car until the tremors cease.

Fire Safety Preparedness
• Learn your building’s exiting system.

Sex Offender Registration Information
The Indiana Sex and Violent Offender Registry may be found online at www.state.in.us/vs/cr/vif. Megan’s Law can be found online at www.klaasskids.org/IN-ind.htm, or you can go to the IPFW Police Web site at new.ipfw.edu/police
• http://www.klaasskids.org/

Other Sex Crimes
Sex crimes are not limited to rape and sexual assault. Other types of offensive and unacceptable behavior are crimes and should be dealt with accordingly.

Exhibitionists, voyeurs, and persons who make obscene or harassing phone calls could be subject to criminal charges. While such persons often do not carry out physical attacks, you are warranted in assuming that they will not. Don’t take chances. Report all incidents to the police.

Exhibitionism and Voyeurism
If you are the victim of an exhibitionist, try not to panic. Stay calm and show no reaction. Call the police at once, reporting the time and location of the incident. If any witnesses are present, get their names and phone numbers. Details of the exhibitionist’s appearance will help the police identify the offender. You try to get a good look at the offender. If a car is involved, try to remember the color, make, license plate number, and direction of travel.

You should follow the same guidelines if you observe a voyer. Also, be sure to lock all doors and windows immediately.

Obscene and Harassing Phone Calls
Always use the telephone on your terms, not the terms of the caller. Don’t talk to anyone unless you want to and never volunteer your name to an unknown caller. Hang up at once if a caller makes obscene or harassing remarks or does not respond to your “hello.” You should always be wary of callers who say they are conducting a survey. Criminals often use this as a ploy to get confidential information such as credit card numbers or bank account locations. If you suspect that a caller is not legitimate, get the caller’s name, company affiliation, and phone number. You can call back after you have verified the authenticity of the call.

Crime phone numbers often obtain numbers from classified ads. If you place an ad, use a box number or list your phone number without your address. You should also be careful about recording unusual messages on your phone answering machine.

Police report that many crank calls originate after the word spreads about a unique message on an answering machine. Some other suggestions for dealing with obscene or crank callers:
• Don’t play detective, counselor, or comedian. This is just what the caller wants.
• Report all obscene or harassing calls to the police immediately.
• Keep a log of repeated calls. Record the date, time, and content of the call. Try to describe the caller’s voice and note any background noises.

Assaults
Muggings, robberies, and other violent crimes may occur at any time. As with sex crimes, your best defense is to remain alert at all times and aware of the possibility that a crime could occur.

If you are attacked, notify the police at once. Here are some suggestions that can minimize your chances of being a victim.
• Never walk or jog alone, especially during the evening or early morning hours. Even if you are just walking a short distance, call a friend to accompany you or contact a campus escort service at 148277.
• When you walk at night, select well-lighted areas where other people are likely to be. Avoid alleys and back streets. Don’t walk next to dense shrubbery or in other places where an attacker could hide.
• Never hitchhike.

Always have your keys in hand as you approach your front door or car. You will be less vulnerable because you can get inside quicker.

Carry a whistle to summon help.

Before you go anywhere, let your friends and family know when you will be back. Work out a system so that friends will notify the police if you do not return within a specified time.

Stay with your group at parties. Many attacks have occurred after friends were persuaded to leave because the victim said, “Go without me. I’ll be fine.”

Keep windows, screens, and doors locked at all times. Keep drapes closed so that persons outside cannot see into rooms.

Report any suspicious persons to the police.

Safety Guidelines for Armed Subjects, Active Shooter Situations
An active shooter is a person who appears to be actively engaged in killing or attempting to kill people in a populated area. In most cases, active shooters use firearms, and there is no pattern or method to their selection of victims. These situations are dynamic and evolve rapidly, demanding immediate deployment of law enforcement resources to stop the shooting and mitigate harm to innocent victims. This section provides guidance to faculty, staff, and students who may be caught in an active
Emergency Blue Phones
These emergency telephones are placed at strategic locations around campus. For assistance, push the button, which will connect you to the IPFW Police Department.

Office of the Dean of Students
Walt Union Room 111 260-481-6601 From campus phone 1-6601

Human Resources
Ketler Hall Room 556 260-481-6840 From campus phone 1-6840

IPFW Student Housing
Clubhouse 260-481-4180 From campus phone 1-4180

This publication contains information about on-campus and off-campus resources that is provided to make available to IPFW community members with specific information about the resources that are available in the event that they become the victim of a crime. The information about “resources” is not provided to imply that these are “reporting entities” for the IPFW Police Department. Crimes should be reported to IPFW Police to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.

CampusLink
This free shuttle service is available for students, faculty, staff, and the general public to get around easily between IPFW’s Coliseum and North campuses, IPFW and its Student Housing on the Waterfill Campus, and some shopping and residential areas.

Buses arrive every 20 minutes. CampusLink operates during IPFW’s and Ivy Tech’s fall and spring semesters, Monday through Friday, 7:30 a.m. to 8:30 p.m. There is no shuttle service Saturdays, Sundays, and some holidays.

Visit www.fwcitilink.com/campuslink for a complete time schedule of routes and information.

Sex Offenses and Assaults - Your Personal Safety
Rape, armed robbery, battery, and active shooter situations are examples of crimes directed against persons. Law enforcement officials have developed techniques to minimize the danger of falling victim to such crimes. The common thread running through all of their advice is simple: remain alert and attentive to potential danger, don’t put yourself at risk, and report suspicious incidents to the police.

Rape and Sexual Assault
Rape is sexual intercourse without consent. More often than not, the victim and the attacker know each other. Sexual assault is the touching of another person in a sexual manner without consent. It may or may not involve actual injury. Acquaintance rape is a serious crime. The lack of verbal or physical resistance because of force, or threat of force, does not mean consent.

The best defenses against rape and sexual assault are alertness and awareness. At all times, including dating situations, you should:
• Let a friend or roommate know whom you will be with, where you will be, and when you expect to return. Leave an address and phone number.
• Do not let peer pressure influence the amount of alcohol you drink. A study at a Big Ten university showed that 80 percent of men and 78 percent of women involved in sexual assaults had been drinking.
• Trust your feelings and instincts. If you feel threatened, there’s probably a good reason. Get away fast.
• Report any assault or threat of assault to the police department having jurisdiction, and/or to the Office of the Dean of Students as soon as possible. In selecting dating partners, beware of a person who:
  • Ignores your wishes.
  • Becomes angry or hostile when you say “no.”
  • Tries to make you feel guilty when you say “no.”
  • Ignores your personal space boundaries.
  • Is quick to show anger or aggression.
  • Is excessively jealous or possessive.
  • Doesn’t listen to what you say.
  • Forces you to continually ward off advances.
  • Expresses hostile feelings.
Your first few dates with any individual should be in public places. Always have an alternate way home.

Rape Aggression Defense (RAD) training is available from the IPFW Police Department upon request.

Rape and Sexual AssaultVictims
If you are the victim of a rape or sexual assault, get to a safe place as soon as you can. Then you should:
• Try to preserve all physical evidence. Do not bathe, douche, use the toilet, or change clothing.
• Notify the police, Fort Wayne Sexual Assault Center, or local hospital—even if you are unsure about filing charges.
• Get medical attention as soon as possible.
• Call a close friend, resident assistant, or other trusted person who can be with you during your interview with the police.
• Use the victim-assistance services offered by campus and/or community agencies including the Center for Women and Returning Adults, IPFW/Parkview Student Assistance Program, Fort Wayne Victim’s Assistance, and Fort Wayne Women’s Bureau–Rape Crisis Hotline (see blue box).
• If you request their assistance, University personnel will assist you in notifying the police.

Disciplinary Procedure Disclosure:
• In cases of alleged sexual assault, the student and the student’s accuser are entitled to the same opportunities to have others present during the hearings.
• Both the student and the student’s accuser shall be informed of the outcome of any hearing brought alleging a sexual assault.
• The university will change a victim’s academic and living situations after an alleged sexual offense if those changes are requested and reasonably available.
• Sanctions the University may impose in cases involving sex offenses include disciplinary probation, probation suspension, suspension and expulsion.

Know at least two separate routes from your area to an exit or exit stairway.
Know the location of your building’s fire alarms, and learn how to use them.
If you have a disability that could delay your escape, let someone in authority know about it, and be sure there is a plan to assist you.
If you have a disability that could delay your escape, let someone in authority know about it, and be sure there is a plan to assist you.
Fire code prohibits storage or use of grills in or on any building, walkway, stairway, or balcony.
Space heaters, halogen lamps, and other heating devices present a fire hazard and are prohibited.
Smoking is not allowed in IPFW Buildings’ or Residential Housing Facilities.
The use of candles, incense or other device with an open flame is not permitted on the premises of Student Housing.

Fire Safety Evacuation Procedures
• Never block fire exits, doorways, corridors, or stairways. In the event of a fire, the campus alarm system will sound continuously to indicate a fire alarm.
• If you discover a fire, activate the building fire alarm system, and call the fire department (911) or campus police (16911).
• Leave the fire area immediately, following your planned exit route and closing all doors behind you to slow the spread of fire and smoke.
• Exit the building via the closest exit or exit stairway.
• Never use an elevator when evacuating a burning building.
• Once outside the building, move across the street. Tell the IPFW Police Department if anyone is left inside, and do not re-enter until you are told you may do so.

If you are trapped or unable to exit:
• Stay calm, and take steps to protect yourself.
• If possible, move to a room with an outside window.
• If there is a working phone, call 911 or 16911 and tell the dispatcher where you are. Do this even if you can see the fire/ police department from the window.
• Stay where rescuers can see you through the window, and wave a light colored item to attract their attention.
• Stuff clothing, towels, or paper around the cracks in the door to help keep smoke out of your refuge.
• If possible, open the window at the top and bottom. Be ready to shut the window quickly if smoke rushes in.
• Be patient. Rescue of occupants could take hours.

Emergency Medical Response
Contact the IPFW Police Department at 16911 or call 911. The Advanced Life Support (ALS) will then be summoned to the emergency. IPFW police department employees are trained in First Aid, CPR and AED.

Portable Fire Extinguishers
• Portable fire extinguishers at the University are intended for use by trained individuals.
• You should activate the nearest fire alarm prior to using a fire extinguisher. Most portable extinguishers are appropriate for only small contained fires, such as a fire in a wastebasket.
• Don’t fight a fire if you have not been trained or are unsure about what type of extinguisher you are using.
• Remember to never fight a spreading or growing fire and never block your escape.

Emergency Building Evacuation for People With Physical Disabilities
In the event of an emergency that may require a building evacuation, the following procedure is recommended:
• Call 911 or 16911 and advise the dispatcher of your location and remain where you are by staying in place.
• If you are unable to call 911 or 16911, advise others of your location to inform emergency personnel. It is also recommended that a person have a sounding device, such as a whistle, to alert emergency personnel, and a small flashlight.
• Remember to never use the elevators.
• It is best to have arrangements pre-planned for evacuation assistance. Arrangements can be made to reasonably assure that assistance is provided to anyone who requires it. Contact the IPFW Police Department (16827) for pre-plan arrangements or questions.

Fire Prevention & Public Education
The mission of the IPFW Police Department is to assist in mitigating the threat to life and property throughout the IPFW community, with the delivery of quality education, prevention, and preparedness.

The IPFW Police Department offers a variety of fire and safety classes. To find out more, contact the IPFW Police Department at 16827.
Clery Procedures

Sexual Assault Procedures
1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Determine if investigator and/or crime scene technique is needed
5. Collection of evidence
6. Prepare case report documentation and pertinent paperwork for major case file
7. News release
8. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Negligent Manslaughter Procedures
1. Initial complaint received; victim contacted
2. Preliminary interview conducted
3. Obtain description(s) of any possible suspects and/or vehicles if available
4. Investigator and/or crime scene technician contacted (FPWP)
5. Allen County Coroner’s Office contacted
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Burglary Procedures
1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Aggravated Assault Procedures
1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Motor Vehicle Theft Procedures
1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Robbery Procedures
1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Nonforcible Sexual Offense Procedures
1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Nonforcible Rape Procedures
1. Initial complaint received; victim contacted
2. Determine if medical treatment is needed
3. Preliminary interview conducted
4. Obtain description(s) of any possible suspects and/or vehicles if available
5. Determine if investigator and/or crime scene technician is needed
6. Collection of evidence
7. Prepare case report documentation and pertinent paperwork for major case file
8. News release
9. Forward report to the Allen County Prosecutor’s Office for review for potential filing of criminal charges

Bicycle Safety

Student Housing

Safety Tips

• Always lock the doors and windows while you are sleeping and when you leave the room, even if you are just going down the hall.
• Carry your keys with you at all times.
• Do not loan your keys to other individuals.
• Do not keep large quantities of cash in your room.
• Do not let strangers inside your residential building.
• Learn who lives in your building and report any unauthorized persons immediately.

Policy Statement for Reporting Crimes

General Procedures for Reporting a Crime or Emergency

The IPFW Police Department encourages all community members, students, faculty, staff, and guests to report all crimes and public safety-related incidents to the IPFW Police Department promptly. Crimes can be reported to the University Police Department anonymously but calling the anonymous tip line. The University does not have procedures for voluntary, confidential reporting of crime statistics. In addition you may report a crime to the Office of the Dean of Students, Human Resources, and Student Housing. Contact IPFW University Police at the following numbers:

Non-emergencies
From external phone 260-481-6827
From campus phone 1-6827

Emergencies
From external phone 260-481-6911
From campus phone 1-6911

Anonymous Tip Line
From external phone 260-481-0200
From campus phone 1-0200
Campus Safety: Annual Security and Fire Safety Report

- Make a list of your valuable possessions including make, model, serial number, and description. Keep one copy in a safe place and another with your insurance papers.
- Ask service or repair persons to show their identification before admitting them to your room or apartment.
- Never reveal your calling card number or automatic teller machine (ATM) number to anyone.
- Lock your bicycle with a sturdy lock, weaving it through frame, spokes, and rack. Register your bicycle with the police department.
- Always lock your car. Don’t leave valuables in view in the open. Don’t leave your university cards and other valuables inside. Don’t lend your credit cards to anyone. Keep a list of your cards and their numbers with your insurance papers.
- Maintain adequate insurance coverage.
- Report thefts to the police at once.

Identity Theft

Identity theft is a crime in which someone wrongfully obtains and uses another person’s personal data in some way that involves fraud or deception, typically for economic gain. This personal data could be a Social Security number, bank account and credit card information, telephone calling card numbers, and other valuable identifying data.

With identity theft and fraud, which are often computer-aided, there are measures that can be taken to reduce or minimize the risk of becoming a victim. These measures can be taken by remembering the acronym “SCAM.”

- S — Be S T I N G Y about giving out personal information to others unless you have a reason to trust them. Limit the information on any form. Limit the information on any form.
- C — CHECK financial information regularly and examine records for any unrecognized/ unauthorized transactions. Should such transactions be noted, the banking institutions and credit card companies should be contacted immediately.
- A — ASK periodically for a copy of your credit report. The three principal credit reporting companies are Equifax, Experian, and Trans Union. These three companies, as well as the United States Federal Trade Commission, are accessible online.

M — MAINTAIN careful records of banking and financial records, as well as personal computer security. Computer security can be fortified by installing any number of anti-spyware programs and by installing firewalls. Changing passwords frequently and reducing any file sharing can aid in the security of personal computers. Report any suspected identity theft or identity fraud to the police.

Ride Bikes

Ride bikes offer students convenient and cheap transportation, but they also bring risks. By following these suggestions:

- Provide only your first name and phone number when you post information on a board.
- Prior to the trip, meet your potential rider or driver in a public place. Determine that he or she is a student. Do not accept rides from, or offer rides to, non-students.
- Trust your instincts. If you feel uncomfortable with the individual, don’t get into the car.
- Ask for references you can contact before you travel.
- Ask to see identification. Make a note of the name, address, and student identification number. Leave this information and a description of the individual with a friend.
- If you are to be a passenger, find out if others will be riding with you. Meet them in advance in a public place. Don’t ride with them if you don’t feel safe.
- Call ahead to family or friends at your destination so they will know when to expect you.

Group Presentations

IPFW officers present safety and security talks to campus and community groups upon request. Presentations are scheduled regularly to address the special concerns of residence managers, resident assistants, library staff, international students, sororities, fraternities, and other groups.

Publications

Both the police department and the Office of the Dean of Students distribute various publications that address problems such as date rape, alcohol abuse, and theft.

Security of University Facilities

IPFW University Police operates and oversees more than 40 buildings and facilities on the main campus, northeast campus, and student housing.

Lighting

The campus is routinely surveyed to ensure that exterior areas are adequately lit at night. Sidewalks are specifically reviewed to determine whether additional lighting is needed. Trees and shrubs that impair lighting along walkways are trimmed as needed.

Building Security

Physical Plant personnel are responsible for security considerations used in the maintenance of campus facilities. Security-related maintenance issues, such as broken windows, faulty doors and locks, missing screens and discharged fire extinguishers are given first priority by the Maintenance personnel.

Crime Statistics

The statistics in this Annual Security Report were prepared by the IPFW Police Department based on information gathered from individuals in the following university offices and departments and local law enforcement agencies:

- Office of the Dean of Students
- Office of Student Housing
- Director of Student Life
- IPFW Athletics, Recreation, and Intramural Sports
- IPFW Office of Human Resources
- Indiana University Police
- Fort Wayne Police Department
- Noble County Sheriff's Department
- Allen County Sheriff's Department
- IPFW Police Department
- Warsaw City Police Department

<table>
<thead>
<tr>
<th>Crime Statistics</th>
<th>IPFW Campus 2008</th>
<th>Number of Offenses</th>
<th>IPFW Campus 2009</th>
<th>Number of Offenses</th>
<th>IPFW Campus 2010</th>
<th>Number of Offenses</th>
</tr>
</thead>
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<tr>
<td></td>
<td>Student Residence Facility</td>
<td>On Campus</td>
<td>Non-Campus</td>
<td>Building/ Property</td>
<td>Public Property</td>
<td>Student Residence Facility</td>
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<tr>
<td>Simple Assault</td>
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<td>Non-Forcible Sex Offenses</td>
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<td>Aggravated Assault</td>
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<td>0 0 0 0</td>
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</table>

Note: There were no offenses or other crimes involving bodily injury to any person in which the victim was intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim.

The statistics in this Annual Security Report were prepared by the IPFW Police Department based on information gathered from individuals in the following university offices and departments and local law enforcement agencies:

- Office of the Dean of Students
- Office of Student Housing
- Director of Student Life
- IPFW Athletics, Recreation, and Intramural Sports
- IPFW Office of Human Resources
- IPFW EEOC Officer
- Indiana University Police
- Fort Wayne Police Department
- Noble County Sheriff's Department
- Allen County Sheriff's Department
- IPFW Police Department
- Warsaw City Police Department

Indiana University Police
Fort Wayne Police Department
Noble County Sheriff's Department
Allen County Sheriff's Department
IPFW Police Department
Warsaw City Police Department
### IPFW 2008 Fire Amenities Chart

<table>
<thead>
<tr>
<th>Building</th>
<th>Fire Alarm Monitoring</th>
<th>Full Sprinkler System</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plans/Drills</th>
<th>No. of Evacuation (Fire) Drills Each Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cole Commons</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>0</td>
<td>0</td>
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<tr>
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<td>X</td>
<td>X</td>
<td>X</td>
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<tr>
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<td>X</td>
<td>X</td>
<td>X</td>
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<tr>
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</tr>
<tr>
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</table>

### IPFW 2008 Fire Statistics

<table>
<thead>
<tr>
<th>Building</th>
<th>Total Fires in Each Building</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Injuries That Required Medical Treatment</th>
<th>No. of Deaths Related to Fire</th>
<th>Value Damage Caused by Fire</th>
<th>Case Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cole Commons</td>
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<td>09/12/08</td>
<td>8:06 p.m.</td>
<td>Burned Food</td>
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<td>0</td>
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<td>08I003231</td>
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</table>

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### Crime Prevention Programs and Security Awareness

No matter how effective the university’s programs may be, the primary responsibility for safety and security lies with each of us. No police department or set of procedures can be effective unless individuals exercise reasonable care and prudence. Safety and security is everyone’s responsibility. The university offers a variety of safety programs and services that can be customized to fit your needs. Currently, the following are offered:

- **Self-defense Awareness and Familiarization Exchange (SAFE)**
  - Another program that is designed primarily for women, the Self-defense Awareness and Familiarization Exchange (SAFE). Presented by the designers of RAD, the SAFE program exposes participants to information that may reduce their risk of exposure to violence and allows them to familiarize themselves with physical skill training. SAFE is a two-hour presentation that serves as a precursor to the full RAD program. Classes are taught by certified SAFE instructors.
  - For additional information on the above classes, e-mail Lt. W. Kent Notestine at notestine@ipfw.edu or call 16827. Enrollment priority is given to university students, faculty, and staff, and is handled on a first-come, first-served basis.

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### Bike Patrol

The IPFW Police Department's bike patrol unit includes 6 officers. Officers can perform nearly all of their duties on bicycles, with the exception of transporting individuals. The bike patrol is a cost-effective community outreach program that allows officers to interact with people while patrolling the campus.

- **Crime Intervention Team**: There are IPFW police officers specifically trained to safely de-escalate contacts with emotionally distressed and mentally ill people and work with the mental health system to help people in need. The Crime Intervention Team (CIT) is a county-wide effort that involves the hospitals, courts, and many law enforcement officers from various local agencies.

- **Escort Service**: The IPFW Police Department provides escort services for students and staff. Request an escort by calling 16827 from a campus phone or dialing 260-481-6827 from an external phone.

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### Theft

Campuses and surrounding areas are frequent targets of thieves, largely because so many students and employees carelessly leave doors unlocked and valuables unprotected. As with crimes against the person, your best defense against thieves is vigilance. Recognize that danger exists around you, and take precautions. Here are a few suggestions:

- Keep your doors and windows locked.
- Don’t hide your spare key outside your apartment.
- Don’t lend your key to anyone.
- Don’t keep your ID card on your key ring.
- Don’t keep large amounts of money in your room or apartment. Keep money in a bank or in your residence’s locked box.
- Don’t advertise that you aren’t home by letting mail or newspapers accumulate on your doorstep or by recording a revealing message on your answering machine. Ask friends not to leave messages on your door.
- Don’t leave valuables unattended.
- Keep your checkbook, jewelry, and cash in a locked drawer.
- Engrave your ID number on valuable possessions.

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### Workplace Violence Awareness and Prevention Training

Offered by the IPFW Police Department, this training session provides participants with information related to workplace violence including risk factors, key elements, definitions and types of workplace violence, and more. For more information, e-mail Chief Jeff Davis at davidj@ipfw.edu.
Policy for Reporting the Annual Disclosure of Crime Statistics

The IPFW Police Department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and alternate sites, and the assistance of IPFW Athletics, Recreation, and Intramural Sports, IPFW Student Housing on the Waterfield Campus, the Office of the Dean of Students, the Office of Student Life, the Center for Women and Returning Adults, and Human Resources. Each entity provides updated statistical information.

Campus crime, arrest, and referral statistics include those reported to the IPFW Police Department, designated campus officials (including but not limited to directors, deans, department heads, residence halls disciplinary personnel, athletic coaches) and local law enforcement agencies. As a result of the negotiated rulemaking process, which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092(f) clarification was given to those considered to be campus security authorities. Campus “Professional Counselors,” when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The rulemaking committee defines a professional counselor as: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.

Each year, a postcard is sent to all students and employees notifying them of the availability of this report. The full text of this report can be located on the University Police web site at http://ipfw.edu/offices/police/documents/IPFW_Police_Crime_Annual.pdf. Copies of this report may also be obtained at the University Police Department located in the Support Services Building.

IPFW Police Department

The IPFW Police Department is staffed 24 hours a day, 365 days a year. The university maintains its own professional police agency, consisting of 18 police officers, 7 dispatchers, and 2 safety officers. State law grants IPFW police officers the same powers of arrest and law enforcement as city and county officers. In addition to having jurisdiction on campus and adjacent public streets, IPFW police officers have state wide jurisdiction (see IC 21-17-5-5). The IPFW Police Department employs competent law enforcement professionals who use advanced equipment and techniques as they perform their duties. The department works closely with the Indiana State Police and the police departments of Fort Wayne and Allen County. This includes a Major Crime Scene Policy with the Fort Wayne Police Department. The IPFW Police Department encourages other agencies to inform it of all reported criminal activity at any site affiliated with the university or with university-recognized organizations.

Homeland Security

The IPFW Police Department is working closely with the Department of Homeland Security to maintain a safe campus community. The Department of Homeland Security has trained several IPFW police officers through the following courses: WMD Law Enforcement Protective Measures, WMD Law Enforcement Response Actions, and WMD Incident Complexities. Also, the department is continuing its education with the National Incident Management System (NIMS) incident command courses as required by FEMA.

In an emergency, police can be summoned via any of the more than 50 special emergency telephones located throughout campus as well as by regular telephones. All reports of criminal activity will be handled and investigated in an appropriate and professional manner. Besides direct efforts in crime prevention and detection, the IPFW Police Department
### IPFW 2010 Fire Statistics

<table>
<thead>
<tr>
<th>Residential Hall Building</th>
<th>Total Fires in Each Building</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>No. of Injuries that Required Medical Treatment</th>
<th>No. of Deaths Related to a Fire</th>
<th>Value Damage Caused by Fire</th>
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### IPFW 2010 Fire Amenity Chart

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<th>Fire Alarm Monitoring Done On Site (by UPD)</th>
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<th>Smoke Detection</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plans/ Placards</th>
<th>No. of Evacuation (Fire) Drills Each Academic Year</th>
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<td>X</td>
<td>X</td>
<td>0</td>
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