

Pratt Institute

2022 Annual Security and Fire Safety Compliance Report

CHEMISTRY
BUILDING

ACCESSIBLE ENTRANCE
LOCATED BEHIND
CHEMISTRY BUILDING

Pratt

Prepared by the Department of Public Safety

Includes Policy Statements, Crime and Fire Statistics for calendar years 2019, 2020, and 2021.

Pratt Institute 2022 Annual Security and Fire Safety Compliance Report

Table of Contents

5	Introduction
5	A Message from Pratt Institute's President, Frances Bronet
6	A Message from the Assistant Vice President for Campus Safety and Preparedness
7	A Message from the Assistant Director of Public Safety and Clery Compliance Officer
8	Pratt Department of Public Safety
8	Pratt Department of Public Safety Mission Statement
8	Pratt Department of Public Safety Introduction
9	Pratt Department of Public Safety Training
10	Partnership with Emergency Service Agencies
10	Work with Local Emergency Service Agencies and Other Higher Education Institutions
11	Memorandum of Understanding with Local Police and Emergency Responders
12	Security Awareness and Crime Prevention Programs
12	Security Awareness and Crime Prevention Programs
12	Pratt Safe App Mobile Application
13	Crime and Sexual Assault Prevention Program
14	Crime Prevention Presentations Provided
14	Emergency Preparedness
17	Missing Persons Student Policy and Procedures
19	The Jeanne Clery Act
19	The Jeanne Clery Act Introduction
19	Annual Disclosure of Crime Statistics
20	Annual Report
20	Crime Statistics Reporting
20	Clery Act Geography Definitions
21	Legal Requirements of the Campus Security Act
21	Daily Crime Log
22	How to Obtain a Copy and View the Annual Report?
22	Crime Reporting Policy
22	Crime Report Policy Regarding Sexual Assault
22	Confidential Crime Reporting
23	How to Report an Incident?
23	Campus Security Authorities
23	What Happens after an Incident Report Is Filed?
24	Federal Bureau of Investigation Uniform Crime Reporting and National Incident-Based Reporting System
	Crime Definitions
24	Crime Definitions from the Uniform Crime Reporting Handbook
25	Sex Offenses Definitions – National Incident Based Uniform Crime Reporting Program
26	Pratt Brooklyn Campus
26	Pratt Institute Historic District
27	Pratt Brooklyn Campus Clery Geography Map

28	Crime Statistics for Pratt Brooklyn Campus (Three-Year Comparison)
28	Pratt Brooklyn Campus Crimes Reported
29	Number of Arrest for Selected Offenses
29	Number of Referrals for Selected Offenses
30	Pratt Manhattan Campus
30	Pratt Manhattan Campus Introduction
31	Pratt Manhattan Campus Clery Geography Map
32	Crime Statistics for Pratt Manhattan Campus (Three-Year Comparison)
32	Pratt Manhattan Campus Crimes Reported
33	Number of Arrests for Selected Offenses
33	Number of Referrals for Selected Offenses
34	Pratt Rome Program Campus
34	Pratt Rome Program Campus Introduction
35	Pratt Rome Program Campus Clery Geography Map
36	Crime Statistics for Pratt Rome Campus (Three-Year Comparison)
36	Pratt in Rome Program Campus Crimes Reported
37	Number of Arrests for Selected Offenses
37	Number of Referrals for Selected Offenses
38	Pratt Munson-Williams-Proctor Utica Program
39	Hate Crimes Statistics
39	Hate Crimes Statistics for Pratt Brooklyn Campus (Three-Year Comparison)
40	Hate Crimes Statistics for Pratt Manhattan Campus (Three-Year Comparison)
41	Hate Crimes Statistics for Pratt Rome Program Campus (Three-Year Comparison)
43	The Violence Against Women Act
43	Introduction to VAWA
45	Definitions of: Dating Violence, Domestic Violence, Sexual Assault, and Stalking
46	Crime Statistics for VAWA Offenses for Pratt Brooklyn Campus (Three-Year Comparison)
47	Crime Statistics for VAWA Offenses for Pratt Manhattan Campus (Three-Year Comparison)
47	Crime Statistics for VAWA Offenses for Pratt Rome Program Campus (Three-Year Comparison)
48	Pratt Institute's Sexual Misconduct Policy
48	Notice of Nondiscrimination and Policy Statement on Sexual Misconduct
49	Scope of Policy
50	U.S Department of Education Title IX Regulations
50	Pratt Institute's Title IX Policy
51	Definitions within the Policy
53	Resources and Reporting Options for Victims of Sexual Misconduct
54	Law Enforcement Notification
55	Confidentiality and Privacy
55	Professional and Pastoral Counselors and Medical Providers
55	Responsible Employees
56	Interim or Supportive Measures
57	Report of Sexual Misconduct from Other or Anonymous Sources
57	Time for Reporting
57	Anti-Retaliation Policy
57	Procedures for Responding to a Complaint of Sexual Misconduct
58	Intake Meeting with Complainant
58	Interim Measures or Supportive Measures
59	Effect of Criminal Proceedings
59	Formal Resolution

59	Fact-Finding
60	Adjudication
63	Navigators for the Complainant and Respondent
63	Conduct of the Hearing
64	Determination
65	Sanction
66	Appeal
66	Informal Resolution
67	Sex Offenders Registration
68	Prevention and Awareness Education Programs
68	On-Campus and Off-Campus Support Resources
70	Drug Free Schools and Communities
70	Pratt Institute's Alcohol and Drug Use Policy
71	Policy Statement
71	General Policies Regarding the Use of Alcohol and Other Substances
72	Counseling and Treatment Resources
72	Requirements for Serving Alcohol at On-Campus Faculty/Staff Sponsored Events
73	Requirement for Serving Alcohol at Student-Sponsored Events
74	Unlawful Possession or Distribution of Illegal Drugs and/or Alcohol
74	Relevant Laws and Related Criminal Sanctions
75	Students: Loss of Student Eligibility for Federal Aid Due to Drug Conviction
76	If convicted of an offense involving:
76	Health Risks Associated with Illicit Drug and Alcohol Use
77	Substance Abuse Education and Drug Alcohol Assessment Programs
79	Pratt Institute's Illegal Weapons Policy
79	(HEOA) Notifications to Victims of Crimes of Violence
80	Security of and Access to Pratt Institute's Facilities
80	Campus Access Policy
80	Academic and Administrative Buildings
80	Use of Institute Facilities
81	Residence Halls
81	Security Considerations used for the Maintenance of Campus Facilities
81	Monitoring and Recording of Criminal Activity by Students at Non-Campus locations of Recognized Student Organizations
82	Pratt Institute 2022 Annual Fire Safety Compliance Report
82	Introduction
83	Campus Fire Safety Log
83	Annual Report
84	Pratt Owned/Controlled Student Housing
84	Fire Safety Plans
84	Building Fire Equipment
84	Fire Safety Procedures Students and Employees Should Follow
85	Dormitory Fire Systems
86	Policies Related to Fire Safety Measures
87	Fire Evacuation Training
87	Fire Evacuation Information
88	Reporting Fire
88	Plans for Improvement to Fire Safety
89	Pratt's Brooklyn Campus Fire Statistics for On-Campus Student Resident Facilities
91	Pratt Institute Campus Directory Map

A Message from Pratt Institute's President, Frances Bronet



Dear Members of the Pratt Community,

At Pratt, a commitment to safety and security is one of our highest priorities. During the past year, our dedicated Public Safety Officers continued to be a consistent presence on campus as we worked to balance the educational, social, and emotional needs of our students along with the health and safety of all community members during an unprecedented global health crisis. As valued essential workers, they have been, and continue to be, ambassadors to our campus community, always prepared to provide assistance, direction, or respond to a crisis.

This publication contains information about Pratt's campus safety measures and reports statistics about crime on and around our campus community, as well as fire safety data, in compliance with the Jeanne Clery Disclosure of Campus Security Act. It is intended to inform current community members and assist prospective students and their families in the process of selecting a college or university by describing the many ways in

which we strive to keep our community safe and foster a caring and inclusive campus environment.

I hope you take the time to read this informative document as it provides a comprehensive picture of the work of a group of dedicated, intelligent, and caring professionals.

Sincerely,
Frances Bronet
President
Pratt Institute

A Message from the Assistant Vice President for Campus Safety and Preparedness



On behalf of Campus Safety and Preparedness, I'm pleased to present Pratt Institute's 2022 Annual Security and Fire Safety Report (ASR), created by the Department of Public Safety and distributed to our community in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. All of the members of Pratt's Public Safety team are committed to providing safety and security for all Institute community members and property, enabling the pursuit of academic excellence and professional goals. The members of our department are highly trained public safety professionals who are responsible for ensuring best practices in the areas of campus safety, security, and emergency management. Furthermore, the Department of Public Safety is committed to fulfilling Pratt Institute's strategic pillar of diversity, equity, and inclusion by fostering a welcoming campus environment for all community members. To further our mission, we have partnered with colleagues and community members from across the Institute, ensuring our students, faculty, and staff have a

positive and safe educational experience while on campus.

The document that follows is a comprehensive resource for safety and security data and information at Pratt, including three years of crime statistics, details on our campus safety programs, and the annual fire safety report. The ASR also contains helpful information for our community about our operations, including descriptions of prevention and education programming and policies addressing alcohol and drug use, campus safety, sexual misconduct, relationship violence, and stalking, among others.

Pratt's Department of Public Safety is committed to serving our diverse community with professionalism and excellence. Pratt's team of Public Safety personnel are focused daily on keeping our campuses and community safe, as they work diligently to ensure and maintain a safe and welcoming environment for all members of our community now and in the future.

Best,
Dennis F. Mazone
Assistant Vice President
Campus Safety and Preparedness
Pratt Institute

A Message from the Clery Compliance Officer



Pratt Institute's Annual Security and Fire Safety Compliance Report provides detailed information about our campus safety policies and procedures. The report highlights the many safety-related programs and support options available to our campus community. Also included are 2019, 2020, and 2021 calendar years' crime and fire statistics for Pratt's Brooklyn campus, the Manhattan campus, and the Pratt in Rome, Italy, campus. The information included in this report is beneficial to the campus community and can be used as a guide throughout your academic years and employment at Pratt Institute.

I would like to thank all of our campus and community partners who worked diligently with the Department of Public Safety throughout the year to compile this report and who strive each day to help make Pratt Institute a safe and welcoming environment for all.

Best,
Shanise Stephens
Assistant Director of Public Safety
Clery Compliance Officer
Pratt Institute



Left to Right: Associate Director Joseph Santa Ana, T.S. Walter Lopez, Assistant Director Shanise Stephens, T.S. Jermaine Elgin, T.S. Tyrone Spence, T.S. Tiffany Hinesman, T.S. Jose Santiago, Director Joseph Della Monica

Pratt Department of Public Safety

Pratt Department of Public Safety Mission Statement

The Pratt Institute Department of Public Safety is committed to serving and protecting all members of our diverse community through a partnership focused on public trust and providing a safe and welcoming environment for all.

Pratt Department of Public Safety

Pratt's Department of Public Safety is responsible for providing public safety services for the Brooklyn and Manhattan campuses. The Pratt Institute Department of Public Safety administrative office is located on the Brooklyn campus in the Engineering Building, room #105. The Public Safety Command Center, located in the Engineering Building, room #108, provides 24/7 operations and coordinates all campus-wide response activities. To contact Public Safety for assistance or to report an incident, call the Command Center at 718.636.3540, or email publicsafety@pratt.edu. If you are the victim of a crime, call 911 immediately, then report the incident to the Department of Public Safety.

The director of Pratt public safety reports to the assistant vice president for campus safety and preparedness. The department's staff consists of the director, associate director, assistant director, five tour supervisors, office manager, administrative assistant, and more than seventy uniformed public safety and contractual officers who enforce Pratt Institute's policies and procedures. The public safety officer workforce is a combination of full-time Pratt employees and contractual staff officers, who are responsible for a full range of services, including preparation of crime and condition reports, response to campus emergencies, conducting fire safety exercises, and responding to any other situation requiring the assistance of the Public Safety team. Public safety officers regularly survey the campuses for safety and security hazards. Pratt community members are also urged to report any safety and security concerns or hazards to the Department of Public Safety.

Pratt public safety and contractual officers are not police or sworn officers. Pratt public safety and contractual officers have the same arrest powers as any other private citizen. Through Criminal Procedure Law 140.30 and Penal Law 35.30, New York permits any person to detain (arrest) another for an offense committed in your presence and for a felony that the suspect actually committed, even though out of sight. Pratt Public Safety officers have the authority and responsibility to enforce the Institute's policies, including enforcing law violations. Public Safety documents violations of the Institute policies and contact the local law enforcement agencies to report observed violations of local, federal, and state laws.

Public safety officers patrol the campus and buildings by foot, bicycle, and vehicle, as well as by staffing several fixed posts on our campuses. Public Safety's patrol jurisdiction is limited to any building or properties owned or controlled by Pratt Institute. Pratt tour supervisors and public safety officers are on duty 24 hours a day, seven days a week, and 365 days a year. The Public Safety Command Center can communicate across the Brooklyn and Manhattan campuses, as well as with all local NYC emergency response agencies.

All Pratt public safety officers are certified and maintain a New York State security guard license. This certification requires that they submit to a comprehensive background investigation and participate in a rigorous initial training program and annual in-service training.

All members of the Pratt community, including students, faculty, and staff, are encouraged to promptly and accurately report all crimes to the Department of Public Safety and the NYPD.

Pratt Department of Public Safety Staff Training

Pratt public safety officers are trained in a variety of critical safety skills, including criminal law, first aid, CPR and Automated Electronic Defibrillators (AED), Narcan, traumatic bleeding control, public relations, implicit bias awareness, diversity, equity, inclusion, allies training, methods of de-escalation, effective communication, mental health awareness, and crisis intervention, critical incident response, and much more, to ensure the adequate protection of persons and property.

Training for Pratt Public Safety is provided by various safety, security, and law enforcement professionals, including campus safety and security experts. In-service training and exercises are also offered on an annual basis, as well as during each tour or at roll call. This training gives updates on existing technologies, evaluates officer skills, and addresses safety concerns and trends on campus and among community members.



Partnership with Emergency Service Agencies

Work with Local Emergency Service Agencies and Other Higher Education Institutions

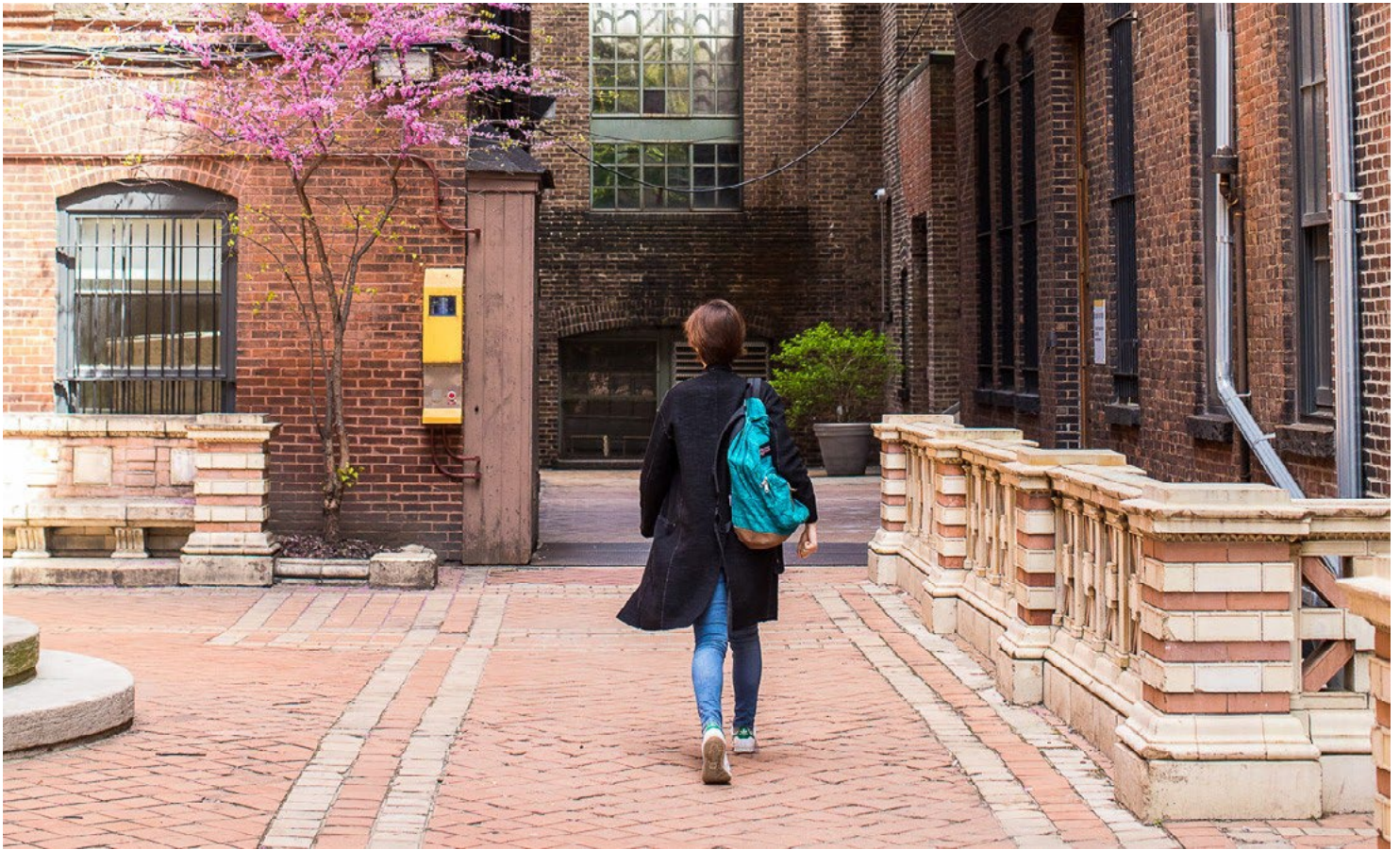
The Department of Public Safety maintains a partnership with the New York City Police Department (NYPD), specifically the 88th Precinct in Brooklyn and the 6th Precinct in Manhattan. Regular meetings are held between the leaders of these agencies on both a formal and informal basis. Pratt Department of Public Safety officers communicate regularly with local police leadership to remain abreast of community conditions and crime trends that may impact our campus community. Department of Public Safety team members work closely with NYPD investigators when incidents require joint investigative efforts, resources, crime-related reports, and information exchanges. The director and associate director of the Institute's Department of Public Safety regularly attend conferences and meetings with NYPD, local and state law enforcement, and other campus public safety agencies to keep abreast of crime trends, incidents, or event-related information and to discuss concerns and needs of the Pratt community.

In Pratt's ongoing effort to be prepared and respond to an ever-changing landscape of potential risks and hazards, Campus Safety and Preparedness maintains a strong working partnership with several NYC colleges and universities, as well as the NYC Office of Emergency Management. These continued partnerships and our Internal preparedness efforts have ensured the department stands ready to respond to the needs of the Pratt community during a wide range of hazards and incidents. Pratt Institute regularly meets with and collaborates with other NYC colleges and universities, formally and informally, in sharing critical information and best practices in safety, security, and

preparedness. In the fall of 2018, Pratt Institute joined the NYC Office of Emergency Management Partners in Preparedness program. This nationally recognized program, established in 2011, supports public and private organizations in preparing their employees, services, and facilities for a wide range of emergencies. Pratt's participation in this program includes access to communications around citywide incidents, emergency management, and business continuity training and resources needed to help support Pratt Institute's preparedness and resilience.

Memorandum of Understanding with Local Police and Emergency Responders

Pratt Institute currently has a Memorandum of Understanding (MOU) with the NYPD, as required by New York State, FDNY, and the Office of Emergency Management (NYCEM). The (MOU) addresses the investigations of criminal incidents. As a benefit of our membership in the NYCEM Partners in Preparedness program, Pratt regularly receives critical citywide information regarding emergency activities, crime alerts, traffic, and weather-related emergency information that has the potential to impact our campus. Pratt Public Safety team members work to continuously evaluate the Institute's emergency and business continuity plans to ensure they reflect best practices and procedures.



Security Awareness and Crime Prevention Programs

Security Awareness and Crime Prevention Programs

We believe crime should be fought proactively by preventing or minimizing opportunities for it to be committed. The Institute's crime prevention programs are based upon the dual concept of eliminating or minimizing criminal opportunities whenever possible and encouraging students, faculty, and staff to be responsible for their and other community members' safety.

During fall orientations in August, Pratt students are informed about the Department of Public Safety's services. In-person and web-based presentations provide ways to maintain personal safety and security on and off campus. New students are provided with crime prevention strategies and resources available on campus and surrounding neighborhoods. Similar information is made available to Pratt's new employees.

Pratt Safe Mobile Application

Pratt Safe is the Institute's mobile campus safety app, developed by App Armor and customized to meet Pratt's specifications established by the Department of Public Safety. For more information on downloading the app, visit the Pratt Safe App web page at [Pratt Safe App](#).

The app provides safety and security services, including:

- 911-calling capability for life-threatening situations

- Push notifications for emergency communication
- Mobile Blue Light: simultaneously send your location and call Pratt Public Safety
- Friend Walk and Virtual Walk Home feature
- Reporting of incidents or tips via in-app forms or voice calls
- Support resources including faculty and staff directory, Title IX, Health Services, and Counseling Center
- Pratt Digital ID: The digital ID allows students, faculty, and staff to access campus and services through a digital version of their official Pratt ID card

Crime and Sexual Assault Prevention Programs

Crime and Sexual Assault Prevention Programs are continually offered by the Department of Public Safety and other departments within the Institute. Examples of programs routinely presented include crime prevention awareness, Title IX, bullying and harassment, theft prevention, vandalism, and educational sessions on personal safety and residence hall security. In addition, the Department of Public Safety offers self-defense classes to students, faculty, and staff members at various times throughout the year.

A common theme among all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their safety and the safety of others.

In addition to seminars, information is disseminated to students, faculty, and staff through crime prevention awareness pamphlets, security alert posters, video display boards, videos, articles on the Institute's social media accounts, and the Pratt Safe App.

Because our students, faculty, and staff come from across the United States and worldwide, expectations regarding crime and safety can vary widely. One of the primary goals of the Department of Public Safety is to educate students, faculty, and staff by sharing timely information on crime and safety.

Proactive crime prevention participation by all Pratt community members will help to ensure everyone's safety. The Department of Public Safety asks that you help us to enhance the safety of our environment by doing the following:

- Lock dorm, residence hall doors, and offices when you leave.
- Secure valuables and mobile devices when they are out of your sight.
- Be cautious of those you have just met.
- Report suspicious activity or behavior as soon as possible:
Public Safety at Brooklyn Campus **718.636.3540**
Public Safety at Manhattan Campus **212.647.7776**
For local police, call **911** or **9-911** if calling from an Institute phone.
Download the Pratt Safe App to report a crime tip at [Pratt Safe App](#).
- When going out at night, travel with friends. There is safety in numbers.
- Don't leave friends behind when you leave a party or a nightclub.
- Take public transportation to destinations off campus or car service.
- Card access readers protect many doors on campus. They should not be held open or propped open for strangers. Don't let people into residence halls or other campus buildings, unless you know they are members of the Pratt community.
- Don't hesitate to approach any public safety officer. Get to know how and where to locate Public Safety if needed, and feel free to share questions or concerns.

Crime Prevention Presentations Provided

New Student Orientation to Campus Public Safety – Orientation to Campus Public Safety is offered during fall orientation periods and is available throughout the year. The information is designed to provide students with knowledge of general campus public safety operations, the various layers of security and safety features employed on campus, how to contact campus Public Safety, how to make emergency calls, and what telephone numbers to call when requesting assistance. Also discussed are crime prevention programs, partnerships with local law enforcement, and how to use and access our Pratt Safe App.

Crime Prevention on Campus – Crime Prevention on Campus is a seminar to inform students of the importance of safeguarding their personal property and devices such as laptops, iPhones, other electronic equipment, and bicycles. Students are also provided information on reporting crimes and other suspicious activity to Pratt Public Safety and NYC emergency agencies. Pratt Department of Public Safety partners with NYPD 88th Precinct's "Operation ID" program to register students' electronic devices, such as laptops and cell phones, as well as bicycles.

Safety in the City – Safety in the City is a training seminar designed to familiarize students (particularly those unfamiliar with New York City) with standard safety practices to use as they travel in the city and the safety features built into NYC transit systems.

The Department of Public Safety and the New York City Police Department present crime prevention/safety lectures and hold discussions for the campus community.

Public Safety team members can also conduct safety workshops throughout the academic year. Students are encouraged to contact their RA or Public Safety directly for more details and to schedule a safety workshop.

Emergency Preparedness

Timely Warnings

In the event a crime is reported, within the Pratt Institute Clery Geography on campus, public property, and non-campus that in the judgement of the director of Pratt public safety or designee constitutes an ongoing or serious threat, a campus-wide "timely warning" will be issued by the director of Pratt public safety or their designee, with the approval of the assistant vice president for campus safety and preparedness. Timely Warning notices are typically written and distributed by the director of Pratt public safety or designee.

Timely Warnings are typically issued for the following Uniform Crime Reporting Program (URC) National Incident Based Reporting System (NIBRS) crime classifications.

- Murder/Non-Negligent Manslaughter.
- A string of Burglaries or Motor Vehicle Thefts that occur in reasonably close proximity to one another.
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger Pratt Institute community).
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis).
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the director of Pratt public safety or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a "timely" warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.

- Major Incidents of Arson.
- Other Clery crimes as determined necessary by the director of Pratt public safety or designee in their absence.

Timely Warning Notices will be distributed as soon as pertinent Information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

The warning will be issued through the Institute's email alert system to students, faculty, and staff and posted at residence halls and academic buildings when deemed necessary by the director of Pratt public safety or their designee.

Depending on the particular circumstances of a crime, especially in situations that could pose a serious or continuing threat to the Pratt community, the director of Pratt public safety or their designee may also post a timely warning notice on the Department of Public Safety's web page [Security & Safety Alerts](#) to provide the Pratt community with immediate notification.

Anyone with information they believe may require a timely warning to the Pratt community is urged to report the circumstances to the Pratt Department of Public Safety by phone at **718.636.3540** or in person to our Public Safety Command Center 24/7, located in the **Engineering Building, Room#108**, or at the Public Safety booth located at the Main entrance on Willoughby Avenue.

The institution is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.

Emergency Notifications

Pratt Institute has developed a process to notify the campus community in cases of emergency. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples which may warrant an emergency (immediate) notification after confirmation: armed/hostile intruder, bomb/explosives threat; communicable disease outbreak; severe weather; terrorist incident; civil unrest; natural disaster, hazardous materials incident and structural fire.

Individuals can report emergencies occurring at Pratt Institute by calling Pratt Department of Public Safety Command Center at **718-636-3540**.

After receiving confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, and staff, the director of Pratt public safety or their designee will immediately notify all community members via emergency text message and email using the Pratt emergency mass notification system. Follow-up notifications will be sent to community members via the emergency mass notification system once updates become available.

The director of Pratt public safety or their designee is responsible for determining the contents of the message and for initiating the notification system. If the director of Pratt public safety or designee, in conjunction with other institute administrators, local responders, and Public Officials, confirms that there is an emergency or dangerous situation that poses an immediate threat to the well-being of the Pratt Institute community, the Department of Pratt Public Safety and Communications may collaborate to determine the content of the message and use the emergency mass notification system. Immediate notice may be delayed if it is determined that immediate notification could compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Pratt Institute will without delay and taking into account the safety of the community, determine the content of the notification and initiate the emergency mass notification system, unless issuing a notification will in the judgement of the first responders (including, but not limited to; Pratt Public Safety, Local Police, and or the Local Fire and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

These methods of notification allow those authorized Pratt officials to alert, inform, and reassure the Pratt community, as well as provide timely instructions concerning a critical incident within moments of determining the

specifics of the situation. The emergency mass notification system is tested twice annually, each semester. All members of the Pratt community are automatically enrolled in Pratt's emergency mass notification system.

If there is an immediate threat to the health or safety of students or employee occurring on campus, an institution must follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the campus community as needed.

Emergency Preparedness, Response, and Evacuation

The Institute continually prepares to prevent and mitigate, respond to, and recover from a wide range of hazardous incidents. The Pratt Department of Public Safety continually updates emergency protocols and plans and includes local emergency responders.

While the Institute and community have little control over some hazards that could negatively impact the campus, (such as a public utility failure, significant weather-related incidents, or public health emergencies) there are preventative measures and actions that can be taken to reduce the impact of such events. Other events, such as fire and medical emergencies, trespassers, and vandalism, are more likely to occur and actions have been taken to prevent and minimize the likelihood of their occurrence.

When responding to emergencies, the Institute has found that it is important to work cooperatively with local first response agencies. As appropriate, coordination and input from local emergency response agencies, including the NYC Office of Emergency Management, FDNY, and NYPD, as well as local hospital/medical staff and mental health professionals, will be sought to develop an appropriate plan of response.

The Pratt Department of Public Safety, along with the Departments of Health Services, Student Affairs, Residential Life, and Facilities constantly monitor conditions on and off campus for natural and man-made hazards or concerns that may potentially have a negative impact on our community. These departments are prepared to report any safety and security concerns immediately to ensure that measures can be put into place to mitigate and respond to an incident. In cases of significant emergencies, the director of Pratt public safety, or in their absence the associate director, will be notified. Based on the information provided about the nature of the incident, all necessary steps will be taken to protect human life and property.

The Institute will communicate important emergency information through a variety of channels, including issuing an emergency alert through text messaging, email, and via Pratt's emergency mass notification system and the Pratt Safe App. If any these systems fail or the Institute deems it appropriate, in person communication may be used to communicate an emergency. Immediate notice may be delayed if it is determined that the immediate notification could compromise efforts to assist victims, negatively impact the incident response, or that it would otherwise mitigate the emergency efforts. If the need exists to disseminate information about a significant campus emergency to the larger community, the NYPD, NYC Office of Emergency Management, or the appropriate first response agency will be alerted by the Institute. The persons responsible for initiating these alerts are:

Joseph Della Monica - Director
Department of Public Safety
Tel: 718-636-3540
jdell376@pratt.edu

Joseph Santa Ana - Associate Director
Department of Public Safety
Tel: 718-636-3540
jsantaan@pratt.edu

Shanise Stephens - Assistant Director
Department of Public Safety

Tel: 718-636-3540
ssteph30@pratt.edu

This emergency notification requirement does not replace the timely warning requirements of the Clery Act. While timely warnings apply to Clery reportable crimes, emergency notification requirements address a wider range of threats and hazards (i.e., gas leaks, tornadoes, hurricanes, contagious viruses or pathogens, etc.).

Pratt Institute conducts emergency evacuation drills, which are described and documented once every academic semester. Evacuation plans are posted in all buildings and residential halls.

Missing Persons Student Policy and Procedure

Definition of a Missing Student

Missing student means any student of Pratt Institute subject to the provisions of Section 355(17) of the New York State Education Law and the Jeanne Clery Act, who resides in a facility owned or operated by the Pratt Institute who is reported to the Institute as missing from his or her residence.

Pratt Institute requires all new students to enter, at a minimum, a name and phone number of a person they want to be notified in case of an emergency. This process begins during the spring new student housing application process. After the first week of classes, all continuing students (and any new students who failed to comply with providing emergency contacts in the spring) are contacted and advised to enter an emergency contact into the housing database system, which is accessible to only authorized campus officials and law enforcement officers in the furtherance of a missing person's investigation.

Pratt students are advised that even if they have not registered a contact person, local law enforcement will be notified within 24 hours that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing. Students are advised if under the age of 18 and not emancipated the student's parent or guardian will also be notified, in addition to notifying any additional contact person designated by the student.

Response and Investigation

If a member of Pratt Institute has reason to believe that a student has been missing for 24 hours, a report should be made immediately to the Department of Public Safety by calling **718-636-3540**, Office of Student Affairs by calling **718-399-4546**, Office of Residential Life, by calling **718-399-4550**, Health Services by calling **718-399-4542**, and Counseling Services by calling **718-687-5356**. Suspected missing students should be reported immediately to the Pratt Institute Department of Public Safety. All possible efforts will be made to locate the student to determine their state of health and well-being through the collaboration of the Department of Public Safety and the Office of Student Affairs. If the student is an on-campus resident, the Department of Public Safety will secure authorization to make a welfare entry into the student's dorm room. If a student resides off campus and is reported missing, the Department of Public Safety will enlist the aid of the local police agency having jurisdiction. Concurrently, Institute officials will endeavor to determine the student's whereabouts through contact with friends, associates, and/or employers of the student. Whether or not the student has been attending classes, labs, functions, and scheduled organizational or academic meetings, or appearing for scheduled work shifts will be established.

If located, verification of the student's state of health and intentions of returning to campus will be made. When and where appropriate, a referral will be made to Health Services, Counseling Services, and Student Affairs.

If not located, notification will be made to the missing person contact no later than 24 hours after the determination that the student is missing for 24 hours.

If the student is an off-campus resident, appropriate family members or associates are encouraged to make an official missing person's report to the law enforcement agency with jurisdiction. If a student is under 18 years of age, and not an emancipated individual, the Institute will contact the custodial parent or legal guardian of the student, and any other designated contact person within 24 hours. Regardless of whether the student has identified a contact person,

is above, or is an emancipated minor, Pratt Institute will inform the local Police or the local law enforcement with jurisdiction that the student is missing within 24 hours.

The Institute will cooperate, aid, and assist the primary investigative agency in all ways prescribed by law.



The Jeanne Clery Act



CLERY ACT &
CRIME REPORTING

The Jeanne Clery Act Introduction

The Student Right to Know and Campus Security Act of 1990, later renamed “The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act,” was enacted by Congress and signed into law in November of 1990. In 1992, and again in 2002, Congress significantly amended the law, expanding the reporting criteria.

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA) (Pub. Law 113-4). Among other provisions, this law amended section 85(f) of the Higher Education Act of 1965, as amended (HEA), otherwise known as the Clery Act. These statutory changes require institutions to compile statistics for certain crimes that are reported to campus security authorities or local police agencies including incidents of sexual violence, domestic violence, dating violence, and stalking. Additionally, as of October 2015, institutions are required to include policies, procedures, and programs pertaining to these crimes in their annual security reports.

Annual Disclosure of Crime Statistics

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. In order to comply with the provisions of “The Jeanne Clery Act,” reports from the Institute’s community, which includes the Departments of Public Safety, Residential Life, Office of Student Conduct, Title IX Office, Athletics, Human Resources, Division of Student Affairs, Office of International Affairs, and local law enforcement agencies are compiled and published annually by Pratt Institute Department of Public Safety. As public safety professionals tasked with the maintenance of a safe and secure educational environment, it is our responsibility to provide an accurate and comprehensive report regarding the campus safety and security environment, which includes the incidence of crime.

Annual Report

This report has been prepared by Pratt Institute’s Department of Public Safety in partnership with Institute professionals from Title IX Office, Legal Affairs, the Division of Student Affairs, including the Office of Student Conduct and Residential Life. Pratt Public Safety meets throughout the year to discuss security and safety issues and review existing policies. In addition, Pratt Public Safety meets regularly with local police officials to discuss safety in the area and the crime statistics included in this report.

This report summarizes safety and security policies in effect at Pratt Institute. It also highlights crime reporting procedures, crime prevention programs, and other services available to the campus community. Crime statistics for 2019, 2020, and 2021 calendar years are provided as well as information regarding the number of arrests made for certain designated criminal offenses during these periods of time. It should be noted that the crime statistics included in this publication are organized by locations that are identified as either owned or leased property to Pratt Institute, or where an agreement or memorandum of understanding is in place as defined by the Clery Act.

Crime Statistics Reporting

Statistics for this report are collected from a variety of sources, including 1. Daily incidents reported to Pratt Public Safety, including those made anonymously, regardless of whether there has been an adjudication of the matter; 2. Incidents reported to designated campus security authorities, including those made anonymously, regardless of whether there has been an adjudication of the matter; and 3. Crime information gathered from local law enforcement authorities. The statistics include incidents involving non-student, non-faculty, and non-staff individuals occurring on campus, in residential facilities, as well as non-campus buildings and public properties.

Clery Act Geography Definitions

The Pratt Department of Public Safety discloses statistics for reported Clery Act crimes that occur within the Institute’s Clery geography. Clery Act Geography includes all buildings or property that meet the definition of on-campus or non-campus buildings, and public property or property as defined below:

On-Campus

- Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and
- Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as food or other retail vendors).

-
- On-Campus Residence Halls are a Subset of On-Campus Geography; residence halls are located within the on-campus property.

Non-Campus

- Property owned or controlled by an officially recognized student organization; property owned or controlled by the University that is used in direct support of, or in relation to, the University's educational purposes, is frequently used by students and is not within the same reasonably contiguous geographic area of the University.

Public Property

- All public property within the campus (as defined above) or immediately adjacent to and accessible from the campus.

Legal Requirements of the Campus Security Act

The Campus Security Act requires colleges and universities to:

Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements.

Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other Institute officials who have "significant responsibility for student and campus activities.

Provide "timely warning" notices of those crimes that have occurred and pose an ongoing threat to students and employees.

Disclose in a public crime log any crime that occurred on campus or within the patrol jurisdiction of the campus police or the campus Public Safety Department and is reported to the campus police or campus Public Safety Department.

The Pratt Department of Public Safety is responsible for preparing and distributing the annual security report. Information is compiled through a cooperative effort with other campus departments including Student Affairs, Title IX Office, Athletics, Residential Life, and external agencies such as the New York City Police Department and other local law enforcement agencies. We encourage members of the Pratt community to use this report as a guide for safe practices on and off campus.

Daily Crime Log

In compliance with the Jeanne Clery Disclosure of Campus Security Policies and Campus Crime Statistics Act, Pratt Institute's Department of Public Safety maintains a Daily Campus Crime Log. Clery Act crimes reported to non-public safety Campus Security Authorities (CSAs) must be promptly reported to Public Safety for inclusion in the Daily Crime Log.

Crime log case numbers do not run sequentially. Only case numbers generated for criminal activity are listed in the crime log. Crimes are listed in chronological order. The most recent crimes are at the bottom of the list. The five areas of information typically covered in the crime log are as follows: Nature/Classification, Date/Time Reported, Date/Time Occurred, Location and Disposition. The crime must be placed into the Daily Crime Log within two business days after the crime has been reported.

A hard copy of the Daily Crime Log is available for public inspection at the Pratt Department of Public Safety Administrative Office, located in the Engineering Building, Room #105. This log may be viewed Monday through Friday during normal business hours.

If you have any questions or concerns regarding the Jeanne Clery Act or the Daily Campus Crime Log, contact the Public Safety Command Center at 718.636.3540 or send an email to publicsafety@pratt.edu.

How to Obtain a Copy and View the Annual Report?

You may obtain a printed copy of Pratt's Annual Security Report in person on the Brooklyn campus at the Pratt Institute Department of Public Safety, located in the Engineering Building, Room #105, during normal business hours. You may request to have a copy of the report mailed to you by contacting the Pratt Department of Public Safety at 718.636.3540 or by email at publicsafety@pratt.edu. You can also download a PDF version of the report from the Pratt Department of Public Safety's web page: [Pratt's Annual Security & Fire Safety Report](#).

Crime Reporting Policy

Pratt Institute encourages accurate and prompt reporting of all crimes to the Pratt Department of Public Safety and the appropriate law enforcement agencies when the victim of a crime elects to do so or is able to make such a report. This is the most effective way to ensure the safety and well-being of the campus community. If this is not possible for some reason, community members may report criminal activity to any one of the following Campus Security Authorities (CSAs): Athletics, Student Affairs, Residential Life, Health Services, Title IX, or to any faculty or staff member who the student is comfortable talking to about the crime. The Pratt Department of Public Safety will investigate every crime and request assistance from state and local law enforcement agencies as needed.

Crime Reporting Policy Regarding Sexual Assault

In the area of sexual assault, all faculty and staff are strongly encouraged to assist the victim with reporting to Title IX and accessing support services through Health and Counseling Services even if there is not a report filed with the Department of Public Safety or local police. It is highly recommended that the victim complete and submit the Title IX /Sexual Misconduct Incident Report online form.

https://cm.maxient.com/reportingform.php?PrattInstitute&layout_id=o

Confidential Crime Reporting

Confidential crime reporting is an essential, if not a preferred, method of reporting. The primary point of contact for reporting on-campus crime should be the Department of Public Safety. If you are the victim of a crime and do not want to pursue action within the Institute system or the criminal justice system, you may still want to consider making a confidential report. If you choose to file a confidential report through the Pratt Department of Public Safety, with your permission, the director of Pratt public safety or their designee can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the Institute can keep an accurate record of the number of incidents involving students, employees, and visitors; determine if and where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to a potential danger. Reports filed in this manner are counted and disclosed in the Institute's annual crime statistics report. It is the policy of the Institute to encourage the reporting of crimes even if the victim does not wish to file a formal complaint.

Campus "Pastoral Counselors" and "Professional Counselors" when acting as such are not considered to be a campus security authority for Clery Act purposes and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, the professional counselors at Pratt Institute are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedure to report crimes on a voluntary confidential basis.

Pastoral Counselor: An employee of an institution, who is associated with a religious order or denomination, recognized by the religious order of denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor: An employee of the institution whose official responsibilities include providing psychological counseling to members of the institution's community, and who is functioning within the scope of their license or certification.

How to Report an Incident?

Students, faculty, staff, and guests of Pratt Institute are asked to report emergencies and suspicious or criminal activity to the Pratt Department of Public Safety. To report an incident, for immediate assistance call the Pratt Public Safety Command Center 24/7 at 718.636.3540. An email can be sent to publicsafety@pratt.edu or via the *Pratt Safe App* ([Pratt Safe App](#)) to report a crime tip.

In addition, emergency "blue light" phones are located in various locations around the campus. These emergency phones will automatically connect you to the Pratt Department of Public Safety Command Center. Just push the button, wait for the officer/dispatcher to acknowledge the call and speak. Please ask any Pratt public safety officer for the exact locations of these devices or refer to the campus map via the *Pratt Safe App*. Victims of, or witnesses to, any criminal activity may report an incident by calling the Pratt Department of Public Safety at 718.636.3540. If you are off campus and have an emergency, Police/Fire/EMS can be accessed by dialing 911 from any on-campus landline or cellular telephone. We strongly encourage adherence to all local, state, and federal laws and Pratt Institute's rules and code of conduct.

Campus Security Authorities

While Pratt prefers that campus community members promptly report all crimes and other emergencies directly to the Pratt Department of Public Safety by calling 718.636.3540, we also recognize that some may prefer to report to other individuals or offices within the Institute. The Clery Act recognizes certain Pratt officials and offices as "Campus Security Authorities" (CSAs). The Act defines these individuals as *"an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution."* Examples of CSAs within the Institute are director of human resources, director of residential life and Res-Life personnel, student resident assistants or graduate assistants, director of athletics and athletics coaches, director of student life, director of the Learning/Access Center, director of the Office of International Affairs, director of study abroad and international partnerships, vice president for student affairs, Title IX coordinator, academic advisers, Office of Student Conduct, director of health services, as well as faculty advisers to student groups.

The director of Pratt public safety or their designee will review all crimes reported for the necessity of a timely warning. All reported crimes are recorded in a daily crime log, and this data is reflected in the annual statistical disclosure.

What Happens after an Incident Report Is Filed?

When reports are received by the Pratt Department of Public Safety or by a Campus Security Authority (CSA), the following actions are taken: Community members are referred to the appropriate offices or agencies on and off campus, including law enforcement, counseling services, health services, the Title IX coordinator (for sexual offenses, relationship violence, and stalking), and the Office of Student Conduct. Incident reports concerning students are promptly sent to Student Affairs, the Office of Student Conduct, Residential Life, Health Services, Counseling Services, and the Vice President or their designee for Students Affairs. Incident reports concerning staff and faculty are sent to appropriate administrative or academic departments for review and follow-up, as appropriate.

Additional information obtained via the investigation will also be forward to student conduct, the Office of Student Affairs. If assistance is required from the Local Police Department or the Local Fire Department, Pratt Institute Department of Public Safety will contact the appropriate agency. If a sexual assault or rape should occur, Pratt public safety, and other staff on the scene will offer the victim a wide variety of support services.

Federal Bureau of Investigation Uniform Crime Reporting and National Incident-Based Reporting System Crime Definitions

The following definitions are used for reporting the crimes listed in 34 CFR sec. 668.46 (previously 668.47) in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program. The definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug abuse violations, and liquor law violations are excerpted from the Uniform Crime Reporting Handbook. The definitions of forcible and non-forcible sex offenses are excerpted from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook.

Crime Definitions from the Summary Reporting System (SRS) Uniform Crime Reporting Handbook

- **Arson** – Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property of another, etc.
- **Criminal Homicide-Manslaughter by Negligence** – The killing of another person through gross negligence.
- **Criminal Homicide-Murder and Non-Negligent Manslaughter** – The willful (non-negligent) killing of one human being by another.
- **Rape** - The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Robbery** – The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault** – An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed).
- **Burglary** – The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.
- **Motor Vehicle Theft** – The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joyriding).
- **Weapon Law Violations** – The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; possessing deadly weapons; and all attempts to commit any of the aforementioned.

-
- **Drug Abuse Violations** – Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of controlled substances. The relevant substances include opium and its derivatives (morphine, heroin, codeine); cocaine, marijuana; synthetic narcotics (Demerol, methadone), and dangerous non-narcotic drugs (barbiturates, Benzedrine).
 - **Liquor Law Violations** – The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition).

Sex Offenses Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program.

- **Fondling** – The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary mental incapacity.
- **Incest** – Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** - Sexual Intercourse with a person who is under the statutory age of consent.



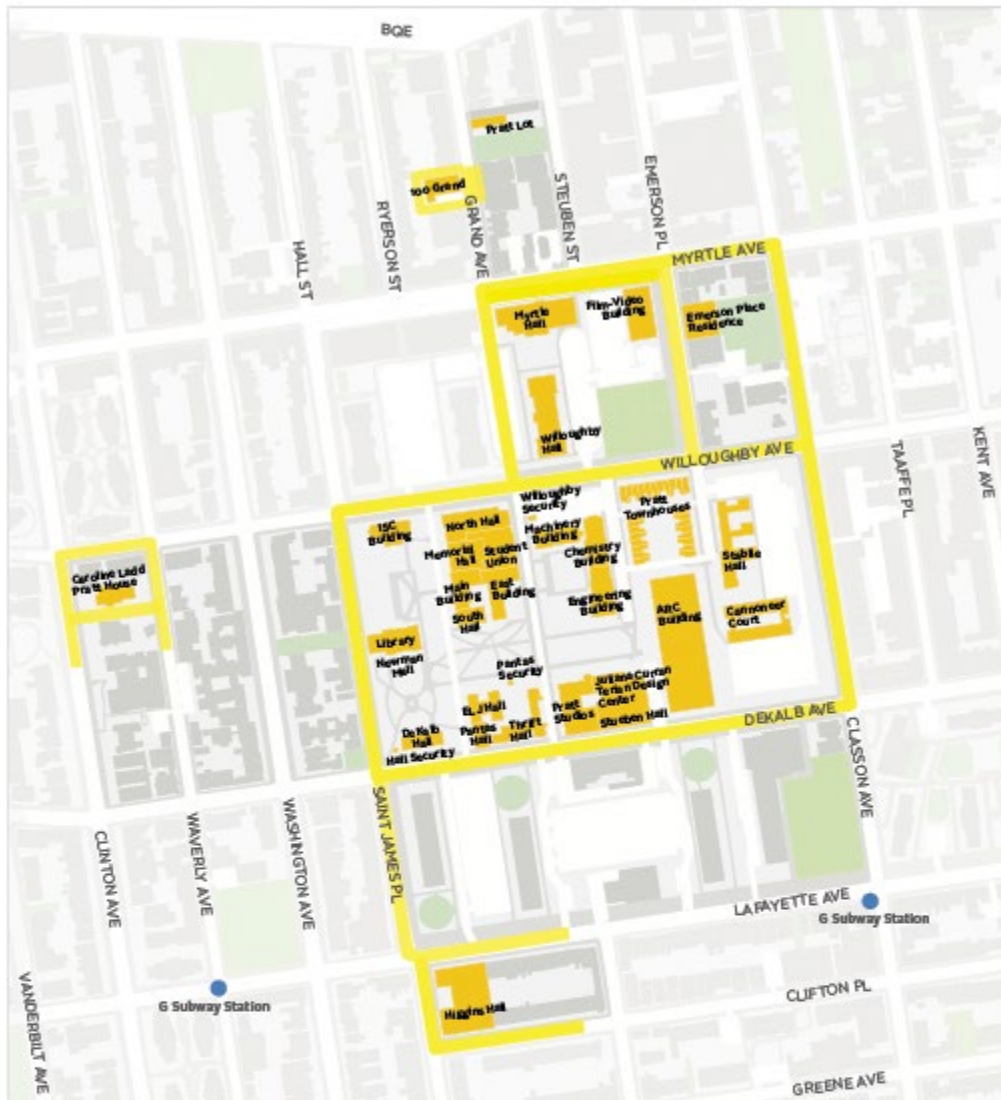
Pratt Brooklyn Campus

Pratt Institute Historic District

Pratt Institute is situated on an enclosed landscaped 25-acre campus located in Clinton Hill, Brooklyn, with historic buildings, a library, and an athletic center. As a residential campus, it offers several kinds of housing options, including traditional dorms, apartments, and townhouses. There are four entrances to the campus, Hall Street is open from 8 a.m. to midnight, Willoughby Avenue is open 24/7, and Ryerson Walk, which closes in the evening hours. The Main gate and Emerson gate, located on Willoughby Avenue, provides access for both pedestrians and vehicles and is staffed by Public Safety 24 hours a day. The Hall Street entrance is convenient for commuters using mass transit and pedestrian traffic. The contemporary sculpture park on campus is open to visitors during the day.

In 2016, Pratt acquired the entire 7th floor of the Pfizer building, located at 630 Flushing Avenue in Brooklyn, one mile from the main campus, to serve as a studio space for the Master of Fine Arts (MFA) program. This location also houses several fine arts shops for metal and wood working.

Brooklyn Campus Clery Geography Map



Pratt Institute Main Campus Clery Geography Map 200 Willoughby Street, Brooklyn

- Pratt Building
- Clery Crime Reportable Street
- Subway Station

Brooklyn Campus

Crimes Reported to Pratt's Department of Public Safety

Three-Year Comparison

Offense Type	Year	On-Campus	Residential Facilities	Non-Campus	Public Property
Murder & Non-Negligent Manslaughter	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Manslaughter by Negligence	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Rape	2019	0	0	0	0
	2020	3	3	0	0
	2021	1	1	0	0
Fondling	2019	0	0	0	2
	2020	1	0	0	0
	2021	0	0	0	0
Incest	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Statutory Rape	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Robbery	2019	0	0	0	1
	2020	0	0	0	1
	2021	0	0	0	2
Aggravated Assault	2019	0	0	0	1
	2020	0	0	0	6
	2021	1	0	0	0
Burglary	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Motor Vehicle Theft	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	1
Arson	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0

Brooklyn Campus

Number of Arrests for Selected Offenses

Three-Year Comparison

Offense Type	Year	On-Campus	Residential Facilities	Non-Campus	Public Property
Liquor Law Violations*	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Drug Law Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Weapons Law Violations	2019	0	0	0	0
	2020	0	0	0	1
	2021	0	0	0	0

Brooklyn Campus

Number of Referrals for Selected Offenses

Three-Year Comparison

(Does not include incidents that involve arrest)

Offense Type	Year	On-Campus	Residential Facilities	Non-Campus	Public Property
Liquor Law Violations*	2019	32	30	0	0
	2020	7	7	0	0
	2021	12	12	0	0
Drug Law Violations	2019	36	36	0	0
	2020	8	8	0	0
	2021	4	4	0	0
Weapons Law Violations	2019	0	0	0	0
	2020	0	0	0	4
	2021	0	0	0	0

Pratt Manhattan Campus

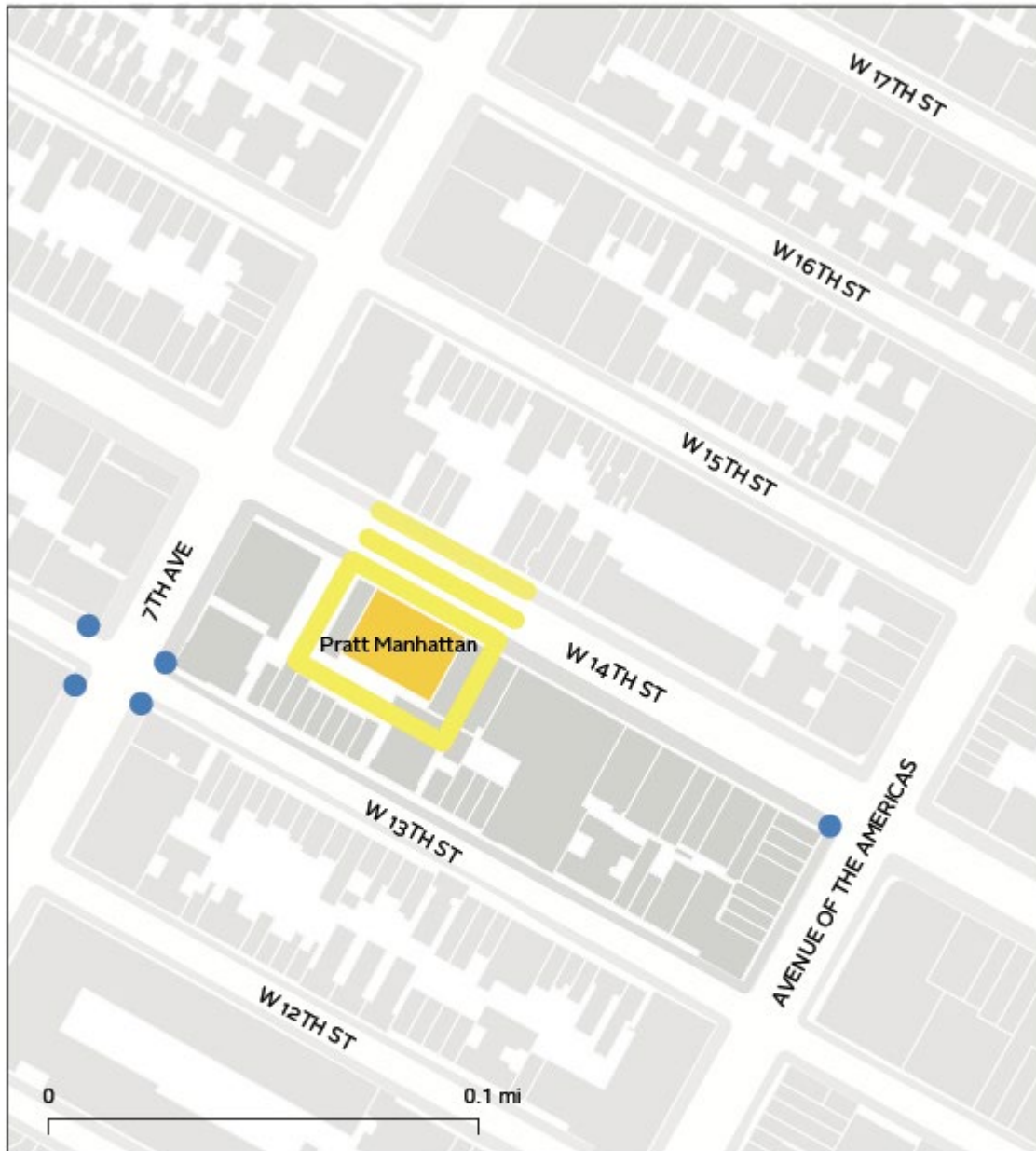


Pratt Manhattan Campus Introduction

The Manhattan campus is located at 144 West 14th Street, between 6th and 7th Avenues. This location is home to Pratt's Associate Degree Programs in Graphic Design, Illustration, and Digital Design and Interactive Media; an undergraduate program in Construction Management; and several of Pratt's graduate programs, including those offered within the School of Information, Historic Preservation, Facilities Management and Design Management, and Arts and Cultural Management.

The seven-story building houses classrooms, faculty offices, gallery space, a library, computer lab, student support services, a micro mart, and a student lounge.

Manhattan Campus
Clery Geography Map



**Pratt Institute
Manhattan Campus
Clery Geography Map**
144 West 14th Street, Manhattan

-  Pratt Building
-  Clery Crime Reportable Street
-  Subway Station

Manhattan Campus

Crimes Reported to Pratt's Department of Public Safety

Three-Year Comparison

Offense Type	Year	On-Campus	Public Property
Murder & Non-Negligent Manslaughter	2019	0	0
	2020	0	0
	2021	0	0
Manslaughter by Negligence	2019	0	0
	2020	0	0
	2021	0	0
Rape	2019	0	0
	2020	0	0
	2021	0	0
Fondling	2019	0	0
	2020	0	0
	2021	0	0
Incest	2019	0	0
	2020	0	0
	2021	0	0
Statutory Rape	2019	0	0
	2020	0	0
	2021	0	0
Robbery	2019	0	0
	2020	0	0
	2021	0	0
Aggravated Assault	2019	0	0
	2020	0	0
	2021	0	0
Burglary	2019	0	0
	2020	0	0
	2021	0	0
Motor Vehicle Theft	2019	0	0
	2020	0	0
	2021	0	0
Arson	2019	0	0
	2020	0	0
	2021	0	0

Manhattan Campus

Number of Arrests for Selected Offenses

Three-Year Comparison

Offense Type	Year	On-Campus	Public Property
Liquor Law Violations	2019	0	0
	2020	0	0
	2021	0	0
Drug Law Violations	2019	0	0
	2020	0	0
	2021	0	0
Weapons Law Violations	2019	0	0
	2020	0	0
	2021	0	0

Manhattan Campus

Number of Referrals for Selected Offenses

Three-Year Comparison

(Does not include incidents that involve arrest)

Offense Type	Year	On-Campus	Public Property
Liquor Law Violations	2019	0	0
	2020	0	0
	2021	0	0
Drug Law Violations	2019	0	0
	2020	0	0
	2021	0	0
Weapons Law Violations	2019	0	0
	2020	0	0
	2021	0	0

Pratt Rome Program Campus



Pratt Rome Program Campus Introduction

This program gives fourth-year undergraduate architecture students the opportunity to live and study in Rome during the spring semester. The 18-credit curricular structure consists of seven core credits in architectural design and urban studies.

The Summer Program in Rome gives students in architecture and related design fields, as well as art history, an opportunity to study an extraordinary multimedia range of architecture, painting, and sculpture from the most ancient to the most recent times in Rome, Florence, Mantua, Vicenza, and Venice.

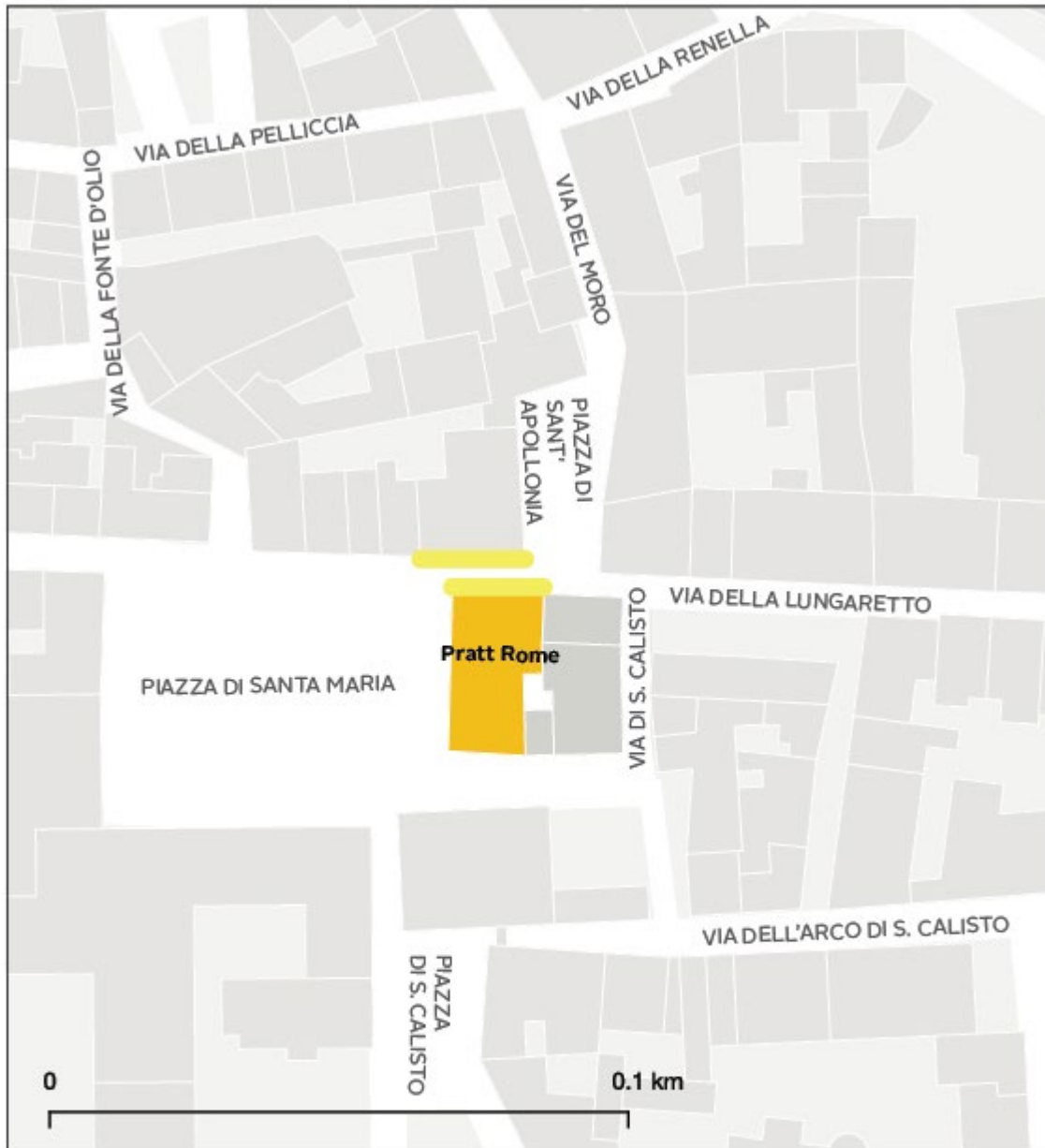
Pratt Institute's students who wish to participate in the study abroad program must complete the following traveler safety steps *before* their trip abroad:

- Complete and submit an application in the Terra Dotta system.
- Register their itinerary with Alert Traveler.
- Purchase *GeoBlue* study abroad health insurance through Pratt.
- Participate in a pre-departure orientation at the end of the semester *before* their trip abroad.

For additional information, visit Pratt's Rome study abroad program web page:



<https://www.pratt.edu/resources/study-abroad-summer-program-rome/>

Rome Program Campus
Clery Geography Map



**Pratt Institute
Rome Campus
Clery Geography Map**

Piazza di Sant'Apollonia, 3,
00153 Roma RM, Italy

-  Pratt Building
-  Clery Crime Reportable Street

Rome Program Campus

Crimes Reported to Pratt's Department of Public Safety

Three-Year Comparison

Offense Type	Year	On-Campus	Public Property
Murder & Non-Negligent Manslaughter	2019	0	0
	2020	0	0
	2021	0	0
Manslaughter by Negligence	2019	0	0
	2020	0	0
	2021	0	0
Rape	2019	0	0
	2020	0	0
	2021	0	0
Fondling	2019	0	0
	2020	0	0
	2021	0	0
Incest	2018	0	0
	2019	0	0
	2020	0	0
Statutory Rape	2019	0	0
	2020	0	0
	2021	0	0
Robbery	2019	0	0
	2020	0	0
	2021	0	0
Aggravated Assault	2019	0	0
	2020	0	0
	2021	0	0
Burglary	2019	0	0
	2020	0	0
	2021	0	0
Motor Vehicle Theft	2019	0	0
	2020	0	0
	2021	0	0
Arson	2019	0	0
	2020	0	0
	2021	0	0

Rome Program Campus

Number of Arrests for Selected Offenses

Three-Year Comparison

Offense Type	Year	On-Campus	Public Property
Liquor Law Violations	2019	0	0
	2020	0	0
	2021	0	0
Drug Law Violations	2019	0	0
	2020	0	0
	2021	0	0
Weapons Law Violations	2019	0	0
	2020	0	0
	2021	0	0

Rome Program Campus

Number of Referrals for Selected Offenses

Three-Year Comparison

(Does not include incidents that involve arrest)

Offense Type	Year	On-Campus	Public Property
Liquor Law Violations	2019	0	0
	2020	0	0
	2021	0	0
Drug Law Violations	2019	0	0
	2020	0	0
	2021	0	0
Weapons Law Violations	2019	0	0
	2020	0	0
	2021	0	0

Pratt Institute Munson-Williams-Proctor Utica Program



Pratt also offers classes in Utica, New York, at the Munson-Williams-Proctor Arts Institute, referred to as Pratt-MWP. Students have the option to complete their first two years of study at the Munson-Williams-Proctor Art Institute and finish their Bachelor of Fine Arts (BFA) degree at Pratt's Brooklyn campus.

Pratt-MWP has a world-class museum, extensive academic facilities, and programs in Graphic Design, Illustration, Fine Arts, Art Education, Photography, and Interior Design. *Information regarding safety and security at Pratt-MWP can be found at <https://www.mwpai.edu/student-life/campus-safety/>*

Brooklyn Campus

Hate Crimes Reported to Pratt's Department of Public Safety

Three-Year Comparison

Offense Type	Year	Bias Category	On-Campus	Residential Facilities	Non-Campus	Public Property
Murder & Non-Negligent Manslaughter	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Manslaughter by Negligence	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Rape	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Fondling	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Incest	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Statutory Rape	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Robbery	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Aggravated Assault	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Burglary	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Motor Vehicle Theft	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Arson	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0

Larceny-Theft	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Simple Assault	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Intimidation	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
Destruction/ Damage / Vandalism of Property	2019	N/A	0	0	0	0
	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0

There were no reported Hate Crimes for the calendar years 2019, 2020, and 2021

Manhattan Campus

Hate Crimes Reported to Pratt's Department of Public Safety

Three-Year Comparison

Offense Type	Year	Bias Category	On-Campus	Public Property
Murder & Non-Negligent Manslaughter	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Manslaughter by Negligence	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Rape	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Fondling	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Incest	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Statutory Rape	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Robbery	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0

Aggravated Assault	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Burglary	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Motor Vehicle Theft	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Arson	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Larceny-Theft	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Simple Assault	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Intimidation	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Destruction/ Damage / Vandalism of Property	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0

There were no reported Hate Crimes for the calendar years 2019, 2020, and 2021

Rome Program Campus

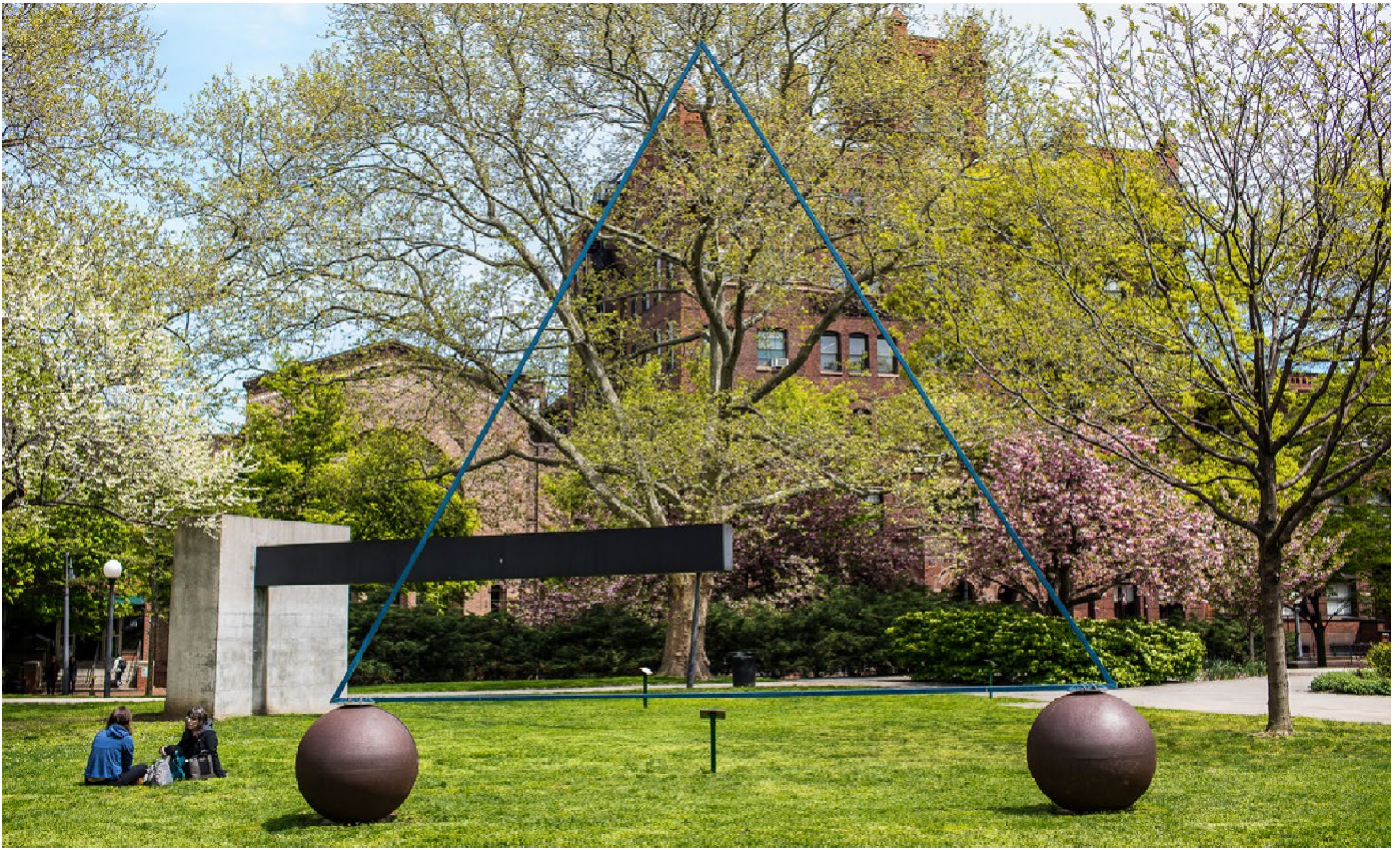
Hate Crimes Reported to Pratt's Department of Public Safety

Three-Year Comparison

Offense Type	Year	Bias Category	On-Campus	Public Property
Murder & Non-Negligent Manslaughter	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Manslaughter by Negligence	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Rape	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0

Fondling	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Incest	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Statutory Rape	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Robbery	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Aggravated Assault	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Burglary	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Motor Vehicle Theft	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Arson	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Larceny-Theft	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Simple Assault	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Intimidation	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0
Destruction/ Damage / Vandalism of Property	2019	N/A	0	0
	2020	N/A	0	0
	2021	N/A	0	0

There were no reported Hate Crimes for the calendar years 2019, 2020, and 2021



The Violence Against Women Act

On March 7, 2013, President Obama signed a bill that strengthened and reauthorized the Violence Against Women Act. Included in the bill was the Campus Sexual Violence Elimination Act (Campus SaVE), which amends the Clery Act and affords additional rights to campus victims of sexual violence, dating violence, domestic violence, and stalking.

The Violence Against Women Act (VAWA) is a landmark piece of federal legislation that sought to improve the criminal justice and community-based responses to domestic violence, dating violence, sexual assault, and stalking in the United States. The passage of VAWA in 1994, and its reauthorization in 2000, 2005, and again in 2013, has changed the landscape for victims of domestic violence, dating violence, sexual assault, and stalking.

Pratt Institute prohibits the offenses of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the campus community. Pratt addresses this statement of the policy to inform the campus community of the institution's programs to address domestic violence, dating violence, sexual assault, and stalking as well as procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to the Pratt Department of Public Safety or another institute official.

Every post-secondary institution participating in Title IV financial aid programs is required to:

- Compile statistics of incidents of sexual assault, domestic violence, dating violence, and stalking that occur within Clery geography and are reported to campus security authorities;
- Include within its Annual Security Report a statement of policy regarding Programs to prevent domestic violence, dating violence, sexual assault, and stalking;

The procedures that will be followed once an incident of these crimes has been reported, including a statement of the standard of evidence that will be used during any institutional conduct proceeding arising from the report;

Educational programs to promote the awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking, which shall include primary prevention and awareness programs for incoming students and new employees, as well as ongoing prevention and awareness programs for students and faculty, and includes:

- A statement that the institution prohibits these offenses;
- The definition of domestic violence, dating violence, sexual assault, and stalking in its jurisdiction;
- The definition of consent in reference to sexual activity;
- Safe and positive options for bystander intervention;
- Information on risk reduction to recognize warning signs of abusive behavior;

Possible sanctions on protective measures the institution may impose following a final determination of an institutional disciplinary procedure regarding rape, acquaintance rape, domestic violence, dating violence, sexual assault, or stalking;

Procedures victims should follow if a sex offense, domestic violence, dating violence, sexual assault, or stalking has occurred, including information in writing about:

- Importance of preserving evidence;
- To whom the alleged offense should be reported;
- Options regarding law enforcement and campus authorities, including notification of the victim's option to notify law enforcement (on campus and local police), be assisted by campus authorities in notifying law enforcement if the victim so chooses, the option to decline to notify such authorities, and, where applicable, the rights of victims and the institution's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court;

Procedures for institutional disciplinary action in cases of alleged domestic violence, dating violence, sexual assault, and stalking, which shall include statements that proceedings shall:

- Provide a prompt, fair, and impartial investigation and resolution;
- Be conducted by officials who receive annual training on issues related to domestic violence, dating violence, sexual assault, and stalking, and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability;
- The accuser and the accused are entitled to the same opportunity to have others present during an institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice;
- Both the accuser and the accused shall be simultaneously informed, in writing, of;
- The outcome of the institutional disciplinary proceeding;
- The institution's procedures for the accused and the victim to appeal the results;
- Any change in the results that occur prior to the time the results become final;

Information about how the institution will protect the confidentiality of victims;

Written notification of students about existing counseling, health, mental health, victim advocacy, legal assistance, and other services available for victims on-campus and in the community;

Written notification of victims about options for, and available assistance in, changing academic, living, transportation, and working situations, if requested by the victim and such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement;

A student or employee who reports to the institution that they have been a victim of one of the aforementioned crimes shall be provided with a written explanation of the student or employee's rights and options.

Definitions of Dating Violence, Domestic Violence, Sexual Assault, and Stalking Are Provided Below:

Dating Violence

The term "dating violence" means violence committed by a person:

- Who is or has been in a social relationship of a romantic or intimate nature with the victim; and,
- Where the existence of such a relationship shall be determined based on a consideration of the following factor;
- The length of the relationship.
- The type of relationship.
- The frequency of interaction between the persons involved in the relationship.
- For the purposes of this definition
- Dating violence Includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.
- For purposes of complying with the requirements of this section and §668.41, any incident meeting this definition Is considered a crime for purposes of Clery Act reporting.

Domestic Violence

The term "domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

For the purposes of complying with the requirements for this section §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Sexual Assault

An offense that meets the definition of rape, fondling, Incest, or statutory rape used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBA UCR Program, a sex offense is any sexual act directed against another person, without the consent of the victim, including instances where the victim if incapable of giving consent.

Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral

penetration by a sex organ of another person, without the consent of the victim.

Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

Stalking

The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for his or her safety or the safety of others; or
- Suffer substantial emotional distress.
 - i. For the purposes of this definition—
 - A) Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
 - B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
 - C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
 - ii. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Brooklyn Campus VAWA Crimes Reporting Table

Three-Year Comparison

Offense Type	Year	On-Campus Property	On-Campus Student Housing Facility	Non-Campus Property	Public Property
Domestic Violence	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Dating Violence	2019	0	0	0	0
	2020	4	4	0	0
	2021	1	0	0	0
Stalking	2019	4	3	0	0
	2020	0	0	0	0
	2021	0	0	0	1

Manhattan Campus VAWA Crimes Reporting Table

Three-Year Comparison

Offense Type	Year	On-Campus Property	Public Property
Domestic Violence	2019	0	0
	2020	0	0
	2021	0	0
Dating Violence	2019	0	0
	2020	0	0
	2021	0	0
Stalking	2019	0	0
	2020	0	0
	2021	0	0

Rome Program Campus VAWA Crimes Reporting Table

Three-Year Comparison

Offense Type	Year	On-Campus Property	Public Property
Domestic Violence	2019	0	0
	2020	0	0
	2021	0	0
Dating Violence	2019	0	0
	2020	0	0
	2021	0	0
Stalking	2019	0	0
	2020	0	0
	2021	0	0



Pratt Institute's Sexual Misconduct Policy

Notice of Nondiscrimination and Policy Statement on Sexual Misconduct

Pratt Institute's mission is to educate students to become creative, responsible professionals who will contribute fully to society. The Institute upholds values and standards that support that mission and holds high expectations regarding the conduct of students, faculty, staff, and administrators.

The health, safety, and well-being of all members of the Pratt Institute community are the Institute's primary concerns. In furtherance of the mission of Pratt Institute, and in accordance with Title IX of the Education Amendments of 1972 ("Title IX"), the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the "Clery Act"), as amended by the Violence Against Women Act/Campus Sexual Violence Act ("Campus SaVE Act"), and Article 129-B of the New York

Education Law ("NY Law"), the Institute is committed to maintaining a community free from all forms of sex discrimination, including sexual misconduct. In accordance with Title IX, the Institute does not discriminate on the basis of sex, gender, or gender identity or expression in its educational programs and activities. Under Title IX, discrimination on the basis of sex includes sexual harassment and sexual violence.

If a complaint of Sexual Misconduct falls under the jurisdiction of Title IX, it will be addressed by the [Title IX Policy](#). All other complaints of Sexual Misconduct that are not covered by the Title IX Policy will be addressed below.

Sexual misconduct will not be tolerated in the Institute's education programs or activities. The Institute strictly prohibits sexual harassment and sexual violence, including the offenses of sexual assault, sexual coercion, sexual exploitation, dating violence, domestic violence, and stalking.

Sexual misconduct can occur between strangers, acquaintances, or people who know each other well, including those who are involved in an intimate or sexual relationship and can be committed by anyone regardless of sex, gender, or gender identity. The Institute does not tolerate any form of sexual misconduct. The Institute adopts the standard of affirmative consent to sexual activity set forth in the NY Law.

Questions regarding Title IX, the Campus SaVE Act, and the NY Law may be referred to the Institute's Title IX coordinator or to the [U.S. Department of Education Office for Civil Rights](#).

The Institute's designated Title IX Coordinator is:

Judith Faith Williams Cadet, Title IX Coordinator
200 Willoughby Avenue
Willoughby Hall 1, Room 104
Brooklyn, NY 11205
Phone: 718.687.5369
Fax: 718.399.4239
jwilli59@pratt.edu | titleix@pratt.edu

The Title IX coordinator's responsibilities include, but are not limited to, overseeing the Institute's response to complaints of sexual misconduct, coordinating investigations into allegations of sexual misconduct, and identifying and addressing any patterns or systemic problems of sexual misconduct that arise during the investigation of a complaint of sexual misconduct. In the event that the Title IX coordinator is unavailable, their designee will act to initiate and oversee the process on behalf of the Institute. Reports of sexual misconduct should be submitted by completing the Title IX/Sexual Misconduct incident reporting online form.
https://cm.maxient.com/reportingform.php?PrattInstitute&layout_id=o

Scope of Policy

This policy governs sexual misconduct involving Pratt students, and applies to such students regardless of race, color, national origin, religion, creed, age, disability, sex, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, criminal conviction, part-time/full-time status, or other protected status.

If the respondent is an Institute employee or other person doing business with the Institute, the investigation and disciplinary processes described in the Institute's Employee Sexual Misconduct Policy will apply. For information about this policy, please contact the Title IX coordinator. Please be aware that it is Pratt's policy to ensure that its work and learning environment is free from intimate, romantic, dating, or other similar relationships between supervisors and their subordinates, and between faculty members and their students.

This policy applies to any allegation of sexual misconduct that takes place on Institute property, including Pratt residence halls, or any other property on which an Institute program or activity takes place. This policy also covers conduct that takes place off of Institute property, including study abroad programs, but which may have an impact on the Institute community or in which both the complainant and respondent are members of the Pratt community.

This policy (i) sets forth the available resources and reporting options for victims of sexual misconduct; (ii) specifies and defines the prohibited conduct; (iii) describes the Institute's procedures for responding to complaints of sexual misconduct, including the investigation, hearing, and sanctioning process; and (iv) describes programs implemented by the Institute to educate and increase awareness among the Institute community regarding sexual misconduct.

The following forms of sexual misconduct are prohibited:

- sexual harassment
- sexual assault

- sexual coercion
- sexual exploitation
- dating violence
- domestic violence
- intimidation
- stalking

U.S. Department of Education Title IX Regulations

Recently, in May of 2020, the U.S. Department of Education published final regulations governing institutional responses to “sexual harassment,” including sexual violence, pursuant to Title IX of the Education Amendments of 1972, the federal law that prohibits discrimination on the basis of sex in any education program or activity receiving federal financial assistance. These new regulations define the scope of an institution’s Title IX jurisdiction, specify supportive measures that institutions must offer to individuals who report sexual harassment, and impose requirements on the grievance process institutions use for adjudicating a complaint.

The new regulations include the following provisions, among others:

- More narrowly defines Title IX sexual harassment as “severe, pervasive, and objectively offensive.”
- Limits the applicability of Title IX to conduct occurring on campus or property owned or sufficiently controlled by the institution, including officially recognized student groups.
- Limits the applicability of Title IX to conduct occurring in the United States.
- Requires a live hearing, including an opportunity for cross-examination of parties and witnesses, to be done by an advisor of the party’s choice, who may be an attorney.
- Makes the procedures applicable to complaints by or against employees, as well as students.
- Provides for informal resolution of all complaints, with the consent of both parties.

Pratt Institute’s Title IX Policy

The new regulations went into effect on August 14, 2020. Pratt has thus developed this Title IX Policy in compliance with the regulations. This policy applies to any complaint of misconduct that would be a violation of Title IX as defined in the regulations. The existing policies governing student and employee sexual misconduct remain in effect and will govern any complaints of sexual misconduct that do not meet the definition under Title IX but would otherwise be a violation.

Although the regulations in some respects represent significant changes in Pratt’s response to a complaint of sexual misconduct as defined by Title IX, they also explicitly permit institutions to pursue sexual misconduct violations that fall outside of Title IX’s scope under their own codes of conduct. So for example, a complaint of misconduct on a study abroad program outside the US would not be covered by Title IX, but nonetheless would still be addressed by the Institute’s existing policy.

Pratt strives to ensure that every student and employee is fully able to participate in and enjoy the benefits of Pratt’s educational programs and activities, free from sexual harassment or discrimination. We want to emphasize that the new regulations do not alter Pratt’s commitment or its ability to respond to complaints of misconduct, regardless of the location of the action or its severity. We encourage anyone who has experienced any harassment or misconduct of this nature to come forward and report it to the Title IX coordinator by completing and submitting the online Title

Definitions within the Policy

“Accused” shall mean an individual accused of a violation who has not yet entered Pratt’s conduct process.

“Affirmative Consent” is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant’s sex, sexual orientation, gender identity, or gender expression.

- Consent to any sexual act or prior consensual sexual activity between or with any party does not necessarily constitute consent to any other sexual act.
- Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol.
- Consent may be initially given but withdrawn at any time.
- Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent.
- Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm.
- When consent is withdrawn, or can no longer be given, sexual activity must stop.

“Bystander” means an individual who observes a crime, impending crime, conflict, potentially violent or violent behavior, or conduct that is in violation of rules or policies of the Institute.

“Complainant” means the individual making the allegation(s) of sexual misconduct.

“Dating Violence” means violence or coercive behavior committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the complainant’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual, physical, or psychological abuse, or the threat of such abuse.

“Domestic Violence” means a felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of New York, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of New York.

“Intimidation” means implied threats or acts that reasonably cause another to fear for his/her safety or well-being.

“No-Contact Order” means a directive prohibiting contact between or among designated individuals through any means, direct or indirect, including personal contact, email, telephone, text message, social media, or by means of a third party.

“Respondent” means the individual accused of a violation who has entered the Institute’s conduct process, including formal and informal resolution.

“Retaliation” means taking any adverse action or attempting to take adverse action, including intimidating, threatening, coercing, or in any way discriminating against an individual because of the individual’s complaint of sexual misconduct or participation in an investigation or proceeding related to alleged sexual misconduct.

“Sexual Assault” includes non-consensual sexual intercourse and non-consensual sexual contact. “Non-consensual sexual intercourse” means any form of sexual penetration or intercourse (vaginal, anal, or oral), however slight, with any object by an individual upon another individual without consent and/or by force. Intercourse means vaginal or anal penetration by a penis, object, tongue, or finger; and oral copulation (mouth to genital contact or genital to mouth contact). “Non-consensual sexual contact” means any intentional sexual touching, however slight, with any body part or object by an individual upon another individual without consent. Intentional sexual contact includes contact with the breasts, buttocks, or groin, or touching another with any of these body parts; making another person touch any of these body parts; and any intentional bodily contact in a sexual manner.

“Sexual Coercion” is the application of unreasonable pressure, including emotionally or physically manipulative actions or statements, or direct or implied threats, in order to compel the person to engage in sexual activity.

“Sexual Exploitation” means abuse or exploitation of another person’s sexuality without consent, for the perpetrator’s own advantage or benefit, or for the benefit or advantage of anyone other than the one being exploited. Sexual exploitation includes, without limitation, causing or attempting to cause the incapacitation of another person in order to gain a sexual advantage over that person; causing the prostitution of another person; electronically recording, photographing, or transmitting intimate or sexual utterances, sounds, or images of another person; allowing third parties to observe sexual acts; engaging in voyeurism; distributing intimate or sexual information about another person; and/or knowingly transmitting a sexually transmitted infection, including HIV, to another person.

“Sexual Harassment” means unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, graphic, or physical conduct of a sexual nature, when: (1) submission to, or rejection of, such conduct is made either explicitly or implicitly a term or condition of an individual’s employment, education or campus life activities, or used as the basis of any academic, student life, or employment decision (quid pro quo); or (2) such conduct is sufficiently severe, persistent or pervasive such that it limits an individual’s ability to participate in or benefit from, the Institute’s education or work programs or activities (hostile environment).

“Sexual Misconduct” means a range of unwelcome behavior of a sexual nature that is committed without consent or by intimidation, coercion, threat, or force. Sexual misconduct includes, but is not limited to, sexual harassment, sexual assault, sexual coercion, sexual exploitation, dating violence, domestic violence, and stalking.

“Stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to: (1) fear for his or her safety or the safety of others; or (2) suffer substantial emotional distress.

For purpose of this definition:

“Course of conduct” means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property.

“Substantial emotional distress” means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

“Reasonable person” means a person under similar circumstances and with similar identities to the victim.

Conduct that violates the Institute policy may also violate New York State laws and subject the perpetrator to criminal prosecution.

Resources and Reporting Options for Victims of Sexual Misconduct

Immediate Medical Assistance and Counseling

The Institute strongly urges any student who has been the victim of any form of sexual misconduct to seek immediate assistance. Sexual assault forensic examinations (SAFE) are available at local hospitals noted below. Assistance is available 24 hours a day, 7 days a week, from:

- Local Police and Emergency Assistance - Call 911
- Pratt Public Safety
Brooklyn Campus (Command Center - 24/7) - (718) 636-3540
Manhattan Campus Public Safety Desk - (212) 647-7776
- Safe Horizon Victims' Services and Advocacy
Rape Crisis/Sexual Abuse Hotline – (212) 277-3000 or (866) 698-HELP (4357)
Domestic Violence Hotline - (800) 621-HOPE (4673)
- Woodhull Medical Center Sexual Assault Response
Team 760 Broadway, Brooklyn, NY 11206
(718) 963-8000
- Bellevue Hospital Center Sexual Assault Response Team SAFE
Center 462 First Avenue, New York, NY 10016
(212) 562-3435
- Kings County Hospital Center Rape Crisis Center
451 Clarkson Ave, Brooklyn, NY 11203
(718) 245-3131
- Beth Israel Medical Center Petrie Campus Rape Crisis Center
First Avenue at 16th Street, New York, NY 10003
(212) 420-2000
- Coney Island Hospital Sexual Assault Response Team SAFE Center
2601 Ocean Parkway, Brooklyn NY 11235
(718) 616-4400
- Queens Hospital Center Sexual Assault Response Team SAFE Center
82-68 164th St, Jamaica, NY 11432
(718) 883-3000
- Elmhurst Hospital Sexual Assault Response Team SAFE Center
79-01 Broadway, Elmhurst, NY 11373
(718) 334-4000
- Brooklyn Hospital
121 DeKalb Ave
(718) 250-8075
- Lutheran Medical Center
150 55th St
(718) 630-7185
- St. Luke's Roosevelt Hospital
111 Amsterdam Ave
(212) 523-4000

- Maimonides Medical Center
4802 10th Ave
(718) 283-6000

In instances involving physical injury or sexual assault, the Institute strongly encourages obtaining a medical examination to determine the extent of injuries. In addition, the hospital, with the victim's permission, will collect physical evidence in a sexual offense evidence collection kit. Consenting to the completion of a sexual offense evidence collection kit does not obligate pursuing criminal charges with the police; it is a way to preserve evidence should there be a choice to pursue criminal charges at a later time. Hospitals are required by law to preserve such evidence for a minimum of 30 days. If choosing to seek medical assistance:

- It is important to not bathe, wash, shower, douche, brush teeth, comb hair, change clothes, or clean up so that no evidence of the attack is destroyed.
- A specially trained nurse or physician will conduct an interview about the circumstances of the assault.
- The examination will occur in a private examination room; no police personnel will be present during the examination.
- Medications to prevent pregnancy and sexually transmitted infections, including HIV, will be offered, and, if any, injuries will be treated.
- If you decide to go to the hospital after being sexually assaulted and you don't have health insurance, you do not have to pay for any costs related to the Sexual Assault Forensic Exam. The New York State Office of Victim Services can cover the cost of your medical care.

Law Enforcement Notification

Under NY law, victims of sexual misconduct have the right to notify or decline to notify law enforcement. Timing is a critical factor in collecting and preserving evidence that may assist in proving that the alleged misconduct occurred or may be helpful in obtaining protection or restraining orders from the police. The Pratt Department of Public Safety and other Institute representatives indicated below, are available to assist in notifying law enforcement of an incident of sexual misconduct and in contacting law enforcement or legal service organizations to learn about these remedies. [New York State Legislation & Law.](#)

The Institute is committed to providing a prompt, fair, and impartial investigation and resolution to all allegations of sexual misconduct. Therefore, the Institute also encourages the reporting of sexual misconduct to an Institute representative in a timely manner. Incidents of sexual misconduct should be reported to the Institute's Title IX coordinator. Any incident of sexual misconduct reported to another Institute employee, with the exception of those employees designated as confidential, as set forth below, will be reported by the employee to the Title IX coordinator.

Reporting individuals should be aware that they have the following rights: to make a report to Pratt Public Safety, local law enforcement, and/or state police or choose not to report; to report the incident to Pratt's Title IX coordinator; to be protected by Pratt from retaliation for reporting an incident; and to receive assistance and resources from Pratt.

Regardless of whether or not an official complaint of sexual misconduct is made, various counseling options are available from the Institute's Health Services, located in Suite 117 of Willoughby Hall, 215 Willoughby Avenue, Brooklyn, NY 11205 718.399.4542 and Counseling Services, located on the third floor of the ISC Building, in Room 314 718.687.5356.

Hours of operation for Counseling and Health Services can be found on Pratt's web pages provided below:

[Counseling Services Health Services](#)

[Health Services - Pratt](#)

Confidentiality and Privacy

We consider student privacy to be very important. Counseling records are maintained separately from your medical and academic information. The information that you provide to Pratt counselors is maintained with strict adherence to confidentiality in accordance with laws and professional ethics. Your information is not disclosed to anyone without your permission, except in rare, emergency situations as required by law. The Institute understands that, for many victims of sexual misconduct, confidentiality is a primary concern. The Institute values the privacy of all members of the Institute's community. However, it is important to note that certain Institute employees are required by state and federal laws to share information from a report of sexual misconduct with the Institute or governmental agencies.

Professional and Pastoral Counselors and Medical Providers

Professional, licensed counselors and pastoral counselors (ordained clergy) whose official responsibilities include providing mental health counseling to Institute students, including those who act in that role under the supervision of a licensed counselor, are not required to report any information about an incident of sexual misconduct to the Title IX coordinator without a victim's permission.

State law requires professional counselors to report: (i) when a patient is likely to engage in conduct that would result in serious harm to the patient or to others; or (ii) if there is reasonable cause to suspect that a minor has been sexually abused.

The Office of Campus Ministry and Health and Counseling work together for the spiritual and psychological well-being of the students. Campus ministers can be reached by telephone at the Campus Ministry Office: 718.636.3422 or by email at chapel@pratt.edu.

Counseling services at Pratt are free and confidential. Services are provided by licensed professional psychotherapists. Psychologists and licensed clinical social workers are available to meet with students by appointment. Pratt also uses a consulting psychiatrist to provide further evaluation for psychiatric medications when needed. Referrals can be made to other facilities for specialized treatment in areas such as eating disorders and drug rehabilitation. For an appointment, call 718.687.5356 or send an email to therapy@pratt.edu.

Pratt Health Services medical providers are available to students at 718.399.4542 or by email at health@pratt.edu.

Pratt's offices and employees who cannot guarantee confidentiality will maintain the individual's privacy to the greatest extent possible. Information provided to a non-confidential resource will only be relayed as necessary for the Title IX coordinator to investigate and/or seek a resolution.

Responsible Employees

A "responsible employee" is an Institute employee who has the authority to redress sexual misconduct, who has a duty to report incidents of sexual misconduct, or who a student could reasonably believe has this authority or duty. A report of sexual misconduct to a responsible employee will immediately trigger the Institute's investigation into the alleged sexual misconduct in accordance with the procedure described in this policy. A responsible employee must report all relevant details about the alleged sexual misconduct shared by the victim to the Title IX coordinator. To the extent possible, information reported to the responsible employee will be shared only with those having a need to know such information in order to respond in accordance with the Institute's policy.

The Institute is obligated by law to investigate all allegations of sexual misconduct regardless of whether the victim wishes to file a complaint. Therefore, if a complainant reports an incident of sexual misconduct to a responsible employee, but wishes to remain confidential or requests that no investigation into the incident be conducted, the Institute will weigh that request against the Institute's obligation to provide a safe, non-discriminatory environment for all members of the Institute's community, including the complainant. If the Institute honors the request for

confidentiality, the complainant must understand that the Institute's ability to effectively investigate the incident and pursue disciplinary action against the accused may be limited. In rare circumstances, the Institute may not be able to honor a complainant's request for confidentiality when doing so would jeopardize the Institute's responsibility to provide a safe, non-discriminatory environment. The Institute has designated the Title IX coordinator to evaluate requests for confidentiality once a responsible employee is notified of alleged sexual misconduct. When weighing a complainant's request for confidentiality, the Title IX coordinator will consider a range of factors, including, but not limited to, the following:

- Whether there have been other sexual misconduct complaints about the same respondent;
- Whether the respondent has a history of arrests or records from a prior school indicating a history of violence;
- Whether the respondent threatened further sexual misconduct or other violence against the complainant or others;
- Whether the sexual misconduct was committed by multiple perpetrators;
- Whether the complainant's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group;
- Whether the alleged sexual misconduct was perpetrated with a weapon;
- The age of the complainant; and
- Whether the Institute has other means to obtain relevant evidence (e.g., security cameras or personal, physical evidence).

After considering these factors, the Institute may be compelled to investigate the alleged sexual misconduct and, if appropriate, pursue disciplinary action in a manner that may require the Institute to disclose the complainant's identity to the respondent. If the Institute determines that it must disclose the complainant's identity to the respondent, the Institute will promptly inform the complainant.

If, after considering these factors, the Institute determines that it is able to respect the complainant's request for confidentiality, the Institute will nevertheless take all reasonable steps to respond to the complaint consistent with the complainant's confidentiality request and will determine whether interim measures are appropriate or necessary. The Institute will also consider broader re-medial action, such as increased monitoring, supervision of security at locations where the reported sexual misconduct occurred, increasing training, education, and prevention efforts, and conducting climate surveys.

Interim or Supportive Measures

Any individual who has been the victim of sexual misconduct may request assistance in changing academic, living, transportation, and working situations. The Institute will grant such Interim or supportive measures, provided they are reasonable and available, regardless of whether the victim chooses to report the crime to law enforcement. Such Interim or supportive measures may include moving a student's residence, adjusting a student's academic or Institute work schedule, and issuing a "no-contact order." Under such order, a respondent's intentional contact with the victim will be deemed a violation of this policy subject to additional conduct charges. Pratt Public Safety will provide assistance to any victim seeking an order of protection through local law enforcement or the equivalent if outside New York.

Requests for Interim or supportive measures in connection with incidents of sexual misconduct should be made to the Institute's Title IX coordinator. The Institute will provide information about the student's request for interim or supportive measures only to those having a need to know such information in order to implement the accommodations.

Reports of Sexual Misconduct from Others or Anonymous Sources

If the Institute receives a report of alleged sexual misconduct by someone other than the alleged victim (e.g., by a friend or roommate, resident adviser) or from an anonymous source, the Institute's Title IX coordinator will promptly notify the alleged victim of the report, and inform the alleged victim of the available resources and assistance. The Institute will respond to the report of sexual misconduct as if the victim had made the initial report.

The health and safety of every student at the Institute are of utmost importance. Pratt recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence, including but not limited to domestic violence, dating violence, stalking, or sexual assault, occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. Pratt strongly encourages students to report domestic violence, dating violence, stalking, or sexual assault to Institute officials.

A bystander acting in good faith or a reporting individual acting in good faith who discloses any incident of domestic violence, dating violence, stalking, or sexual assault to Pratt's officials or law enforcement will not be subject to Pratt's code of conduct action for violations of alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking, or sexual assault. Pratt also reserves the right to provide amnesty to code of conduct violations in additional circumstances.

Time for Reporting

There is no time limit for reporting sexual misconduct. Nevertheless, any member of the Institute's community who believes that they have been a victim of sexual misconduct is encouraged to report the alleged sexual misconduct immediately in order to maximize the Institute's ability to obtain evidence and conduct a thorough, impartial, and reliable investigation.

Under no circumstances will the Institute allow impending graduation to compromise its resolution of a sexual misconduct complaint. The conferral of a degree may, therefore, be held, if necessary, until proper resolution of any sexual misconduct charges, provided that a hearing opportunity will be scheduled for the earliest possible date that can accommodate the parties and their witnesses.

Anti-Retaliation Policy

The Institute prohibits retaliation against any person who reports sexual misconduct or participates in the investigation of any allegation of sexual misconduct, including testifying as a witness. Retaliation should be reported promptly to the Institute's Title IX coordinator. Reports of retaliation will be investigated in accordance with the appropriate Institute policy, and such conduct may result in disciplinary action independent of the sanction(s) or interim measures or supportive measures imposed in response to the underlying allegations of sexual misconduct.

Procedures for Responding to a Complaint of Sexual Misconduct

The Institute is committed to providing a prompt, fair, and impartial investigation and resolution to all allegations of sexual misconduct. Incidents of sexual misconduct should be reported to the Institute's Title IX coordinator. If an incident of sexual misconduct is reported to another Institute employee, with the exception of those employees designated above as confidential, such employee will report the incident to the Title IX coordinator.

Initial Steps - Intake Meeting with Complainant

If the complaint falls under the jurisdiction of Title IX, it will be addressed by the [Title IX Policy](#). If a complaint falls outside of Title IX jurisdiction, it will be addressed as follows:

Upon notice of any allegation of sexual misconduct, the Title IX coordinator will schedule an individual intake meeting with the complainant within one business day of receiving notice. At the intake meeting, the Title IX coordinator will provide the complainant with a general understanding of this policy, and identify forms of support or immediate assistance available to the complainant (e.g., referrals to appropriate law enforcement agencies; referrals for medical treatment at local hospitals, and trauma centers). The Title IX coordinator will also provide the complainant with a written explanation of their rights and options with respect to their report of sexual misconduct. The intake meeting may also involve a discussion of any Interim or supportive measures that may be appropriate concerning the complainant's academic schedule, Institute housing, and/or Institute employment arrangements. Additional information regarding interim or supportive measures is set forth in the Interim Measures section below.

At the initial intake meeting, the Title IX coordinator will seek to determine how the complainant wishes to proceed, i.e., whether the complainant wishes to pursue Formal Resolution, Informal Resolution (not available for complaints of sexual violence), or does not wish to pursue resolution of any kind. Regardless of how the complainant chooses to proceed, the Institute seeks to resolve every report of sexual misconduct within 120 calendar days of the initial report, excluding any appeal. The time frames included in this policy may vary depending on the details of the complaint and, in some cases, the time of the academic year (e.g., during Institute breaks or final exams). The Institute may extend any time frame for good cause, provided the complainant and respondent are given a written explanation as to the reason for such extension.

If the complainant wishes to proceed with either Formal Resolution or Informal Resolution, the Title IX coordinator will ascertain the name of the respondent, and the date, location, and nature of the alleged sexual misconduct. The Title IX coordinator will ask the complainant to submit a written statement to the appointed investigator of their narrative of the incident within one business day and to schedule a meeting with the investigator.

If the complainant does not wish to pursue Formal Resolution or Informal Resolution, and either request that their complaint remain confidential, or refuses to participate in the initial intake meeting with the Title IX coordinator, the Title IX coordinator will inform the complainant that the Institute's ability to respond may be limited. In such scenarios, Title IX nevertheless requires the Institute to evaluate the complainant's request(s) for no action in the context of the Institute's commitment to providing a reasonably safe and non-discriminatory environment for the entire Institute community. The Institute will make every effort to honor a complainant's request for anonymity, and the Title IX coordinator will explain the potential for conclusions to be drawn about the complainant's identity should a Formal Resolution process be determined to be necessary to protect the campus community. The complainant may their complaint or other involvement in the resolution process at any time.

Interim or Supportive Measures

In all complaints of alleged sexual misconduct, on behalf of the Institute, the Title IX coordinator will initiate an appropriate inquiry and take immediate protective measures to support and protect the complainant, including taking appropriate interim steps before the final outcome of the investigation and hearing, if any. Accordingly, after the intake meeting, the Title IX coordinator may impose a "no-contact order," which typically will include a directive that the parties refrain from having contact with one another, directly or through proxies, whether in person or via electronic means, pending the fact-finding and, if applicable, the adjudication.

Any student who has been the victim of sexual misconduct may request assistance in changing academic, living, transportation, and working situations after a report of sexual misconduct. The Title IX coordinator will evaluate and ensure such Interim or supportive measures are made, provided they are reasonable and available, regardless of whether the victim chooses to report the crime to law enforcement. When taking such steps to separate the complainant and the respondent, the Institute will, to the extent practicable, minimize the burden on the

complainant.

The complainant and respondent can seek review of the need for and terms of a no-contact order, interim measures, and other Interim or supportive measures granted.

To ensure the safety and well-being of the complainant, the Title IX coordinator may also take any further protective action that they deem appropriate concerning the interaction of the parties pending the hearing, which may include directing appropriate officials to alter the students' academic, transportation, Institute housing, and/or Institute employment arrangements, or other appropriate protections. In addition, if the respondent is a student determined to pose a continuing threat to the health and safety of the Pratt community, the respondent may be subject to an interim suspension from the Institute.

Violation(s) of the Title IX coordinator's directives and/or protective actions will constitute related offenses that may lead to additional disciplinary action.

Effect of Criminal Proceedings

Sexual misconduct may constitute a violation of both law and Institute policy. The Institute encourages students to report alleged sexual misconduct promptly to local law enforcement agencies. Criminal investigations may be useful in the gathering of relevant evidence, particularly forensic evidence. The standards for finding a violation of criminal law are different from the standards for finding a violation of this policy. Therefore, criminal investigations or reports are not determinative of whether sexual misconduct, for purposes of the policy, has occurred. In other words, conduct may constitute sexual misconduct under this policy even if law enforcement agencies lack sufficient evidence of a crime and decline to prosecute.

The filing of a complaint of sexual misconduct under this policy is independent of any criminal investigation or proceeding. The Institute will not wait for the conclusion of any criminal investigation or proceedings to commence its own investigation or take any necessary interim measures to protect the complainant and the Institute community. However, the Institute may temporarily delay its investigation to enable law enforcement to gather evidence and to engage in a preliminary investigation of sexual misconduct matters that may also violate the state criminal code. Such delay should not last longer than 10 days except when law enforcement requests and justifies a longer delay.

Formal Resolution

The Formal Resolution process includes three phases: 1) fact-finding, 2) adjudication, and 3) determination. In most cases, all three phases will occur. However, in cases in which no respondent is identified or where a victim wishes to remain confidential or does not wish to pursue corrective action, and the Title IX coordinator has determined, after reviewing the incident and/or complainant's request against the factors listed in the Confidentiality section above, that the respondent does not pose a risk to the community, only the fact-finding phase may occur.

Fact-Finding

If the complainant wishes to proceed with Formal Resolution, the Title IX coordinator will promptly initiate an official investigation and will immediately appoint an investigator to conduct the fact-finding for the complaint and provide the investigator with the names of the complainant and respondent and the date, location, and nature of the alleged sexual misconduct. The Title IX coordinator, in consultation with the appointed investigator, will send letters directing the respondent and any complainant-identified witnesses to schedule meetings with the investigator.

Fact-finding will commence within one business day of the Title IX coordinator's appointment of the investigator. In most cases, the investigation will be conducted by a trained investigator appointed by the Title IX coordinator. In some cases, the Title IX coordinator may conduct the fact-finding phase.

Fact-finding is separate and distinct from the adjudication phase. During the fact-finding phase, no documents or

statements will be given to any individual questioned in order to provide for more objective testimonies—a key aspect to the adjudication phase. The purpose of fact-finding is to gather any and all information related to a report of sexual misconduct.

The investigator will meet individually with parties involved and may interview witnesses and collect and review such evidence as the investigator deems necessary or helpful to the investigation into the alleged sexual misconduct, including written statements from the parties involved.

Once the investigation is complete, the investigator will provide a written report of the findings of the investigation to the Title IX coordinator, including a recommendation regarding applicable

charges. The Title IX coordinator will review the investigator's report and will determine, based on the above-mentioned criteria, whether the case will be adjudicated and make a final determination regarding charges. The Title IX coordinator will contact the complainant with the final charges and confirm a desire to move forward before proceeding to the adjudication as permissible within the constraints of ensuring campus safety.

Adjudication

If there is a decision to adjudicate, the Title IX coordinator will appoint and notify a trained adjudicator to conduct the hearing and provide all documentation related to the complaint.

Rules of Hearings

Pratt Institute will not issue a disciplinary sanction arising from an allegation of covered sexual harassment without holding a live hearing unless otherwise resolved through an Informal Resolution process. The live hearing may be conducted with all parties physically present in the same geographic location, or, at Pratt Institution's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually through a video conferencing platform designated by Pratt Institute. This technology will enable participants simultaneously to see and hear each other. At its discretion, Pratt Institute may delay or adjourn a hearing based on technological errors not within a party's control. All proceedings will be recorded through audio recording and/or audiovisual recording and/or transcript. That recording or transcript will be made available to the parties for inspection and review. Prior to obtaining access to any evidence, the parties and their advisors must sign an agreement not to disseminate any of the testimony heard or evidence obtained in the hearing or use such testimony or evidence for any purpose unrelated to the Title IX Grievance Process. Once signed, this agreement may not be withdrawn.

Continuances or Granting Extensions

Pratt Institute may determine that multiple sessions or a continuance (i.e., a pause on the continuation of the hearing until a later date or time) are needed to complete a hearing. If so, Pratt Institute will notify all participants and endeavor to accommodate all participants' schedules, and complete the hearing as promptly as practicable. Newly discovered evidence as a general rule, no new evidence or witnesses may be submitted during the live hearing.

If a party identifies new evidence or witnesses that were not reasonably available prior to the live hearing and could affect the outcome of the matter, the party may request that such evidence or witnesses be considered at the live hearing. The decision-maker will consider this request and make a determination regarding (1) whether such evidence or witness testimony was actually unavailable by reasonable effort prior to the hearing, and (2) whether such evidence or witness testimony could affect the outcome of the matter. The party offering the newly discovered evidence or witness has the burden of establishing these questions by the preponderance of the evidence. If the decision-maker answers in the affirmative to both questions, then the parties will be granted a reasonable pause in the hearing to review the evidence or prepare for questioning of the witness.

Participants in the live hearing

Live hearings are not public, and the only individuals permitted to participate in the hearing are as follows:

Complainant and Respondent (The Parties)

- The parties cannot waive the right to a live hearing.
- The Institute may still proceed with the live hearing in the absence of a party, and may reach a determination of responsibility in their absence, including through any evidence gathered that does not constitute a “statement” by that party. (For example, a verbal or written statement constituting part or all of the sexual harassment itself is not a “prior statement” that must be excluded if the maker of the statement does not submit to cross-examination about that statement. In other words, a prior statement would not include a document, audio recording, audiovisual reading, and digital media, including but not limited to text messages, emails, and social media postings, that constitute the conduct alleged to have been the act of sexual harassment under the formal complaint.)
- Pratt Institute will not threaten, coerce, intimidate or discriminate against the party in an attempt to secure the party’s participation.
- If a party does not submit to cross-examination, the decision-maker cannot rely on any prior statements made by that party in reaching a determination regarding responsibility but may reach a determination regarding responsibility based on evidence that does not constitute a “statement” by that party.
- The decision-maker cannot draw an inference about the determination regarding responsibility based solely on a party’s absence from the live hearing or refusal to answer cross-examination or other questions.
- The parties shall be subject to the Institute’s Rules of Decorum.

The Decision-Maker

- The hearing body will consist of a single decision-maker or a panel of three decision-makers based on the discretion of the Title IX coordinator.
- No member of the hearing body will also have served as the Title IX coordinator, Title IX investigator, or advisor to any party in the case, nor may any member of the hearing body serve on the appeals body in the case.
- No member of the hearing body will have a conflict of interest or bias in favor of or against complainants or respondents generally, or in favor or against the parties to the particular case.
- The hearing body will be trained on topics including how to serve impartially, issues of relevance, including how to apply the rape shield protections provided for complainants, and any technology to be used at the hearing.
- The parties will have an opportunity to raise any objections regarding a decision-maker’s actual or perceived conflicts of interest or bias at the commencement of the live hearing.

Advisor of Choice

- The parties have the right to select an advisor of their choice, who may be, but does not have to be a legal professional.
- The advisor of choice may accompany the parties to any meeting or hearing they are permitted to attend, but may not speak for the party, except for the purpose of cross-examination.
- The parties are not permitted to conduct cross-examination; it must be conducted by the advisor. As a

result, if a party does not select an advisor, the Institute will select an advisor to serve in this role for the limited purpose of conducting the cross-examination at no fee or charge to the party.

- The advisor is not prohibited from having a conflict of interest or bias in favor of or against complainants or respondents generally, or in favor or against the parties to the particular case.
- The advisor is not prohibited from being a witness in the matter.
- If a party does not attend the live hearing, the party's advisor may appear and conduct cross-examination on their behalf.
- If neither a party nor their advisor appears at the hearing, Pratt Institute will provide an advisor to appear on behalf of the non-appearing party.
- Advisors shall be subject to the Institute's Rules of Decorum and may be removed upon violation of those rules.

Witnesses

- Witnesses cannot be compelled to participate in the live hearing, and have the right not to participate in the hearing free from retaliation.
- If a witness does not submit to cross-examination, as described below, the decision-maker cannot rely on any statements made by that witness in reaching a determination regarding responsibility, including any statement relayed by the absent witness to a witness or party who testifies at the live hearing.
- Witnesses shall be subject to the Institute's Rules of Decorum.

Hearing Procedures

For all live hearings conducted under this Title IX Grievance Process, the procedure will be as follows:

- The decision-maker will open and establish rules and expectations for the hearing.
- The parties will each be given the opportunity to provide opening statements.
- The decision-maker will ask questions of the parties and witnesses.
- Parties will be given the opportunity for live cross-examination after the decision-maker conducts their initial round of questioning. During the parties' cross-examination, the decision-maker will have the authority to pause cross-examination at any time for the purposes of asking their own follow-up questions; and any time necessary in order to enforce the established rules of decorum. Should a party or the party's advisor choose not to cross-examine a party or witness, the party shall affirmatively waive cross-examination through a written or oral statement to the decision-maker. A party's waiver of cross-examination does not eliminate the ability of the decision-maker to use statements made by the party.

Live Cross-Examination Procedure

Each party's advisor will conduct live cross-examination of the other party or parties and witnesses. During this live-cross examination, the advisor will ask the other party, or parties and witnesses, relevant questions and follow-up questions, including those challenging credibility directly, orally, and in real-time. Before any cross-examination question is answered, the decision-maker will determine if the question is relevant, in accordance with the Relevance Policy.

Cross-examination questions that are duplicative of those already asked, including by the decision-maker, may be

deemed irrelevant if they have been asked and answered.

Review of Transcript/Recording

The recording/transcript of the hearing will be available for review by the parties within three business days unless there are any extenuating circumstances. A copy of the recording/transcript of the hearing will not be provided to parties or advisors of choice.

Navigators for the Complainant and Respondent

Upon the decision to adjudicate, the Title IX coordinator will appoint a navigator to each complainant and respondent. The complainant and respondent will meet separately with their respective navigators to review their rights and responsibilities and the hearing procedures. The complainant and respondent will also receive this information in writing. The parties may decline to meet with the appointed navigator or request the appointment of a different person if a prior conflict exists.

In addition, the Title IX coordinator will send the complainant and respondent an official letter that outlines the allegations of the complaint, which will include the date, time, location, and factual allegations about the violation, sections of the code of conduct violated, and possible sanctions; identifies the adjudicator; and states the date, time, and location of the hearing with the adjudicator at least five business days in advance of the hearing date. A party wishing to challenge the participation of the adjudicator must notify the Title IX coordinator, in writing, within three business days of receipt of the notice of the adjudicator, stating the specific reason(s) for the party's objection.

The Title IX coordinator will determine whether the challenge has merit and, if so, will assign a new adjudicator. The complainant and respondent will be given the choice to be present at the hearing or submit official written statements should they wish to remain anonymous, however, all parties will have access to all written statements, so anonymity cannot be guaranteed.

Pre-Hearing Submissions

At least three business days prior to the hearing, the parties will provide the adjudicator with a list of witnesses they wish to be called, copies of documents, and a description of any other information they propose to present at the hearing. The adjudicator will provide each party with a copy of the list of witnesses and identification or copies of documents or other information submitted by each party prior to the hearing.

In the absence of good cause, as determined by the adjudicator, the parties may not introduce witnesses, documents, or other information at the hearing that were not provided at least three business days prior to the hearing.

Prior to the hearing, the Title IX coordinator will provide the adjudicator all information gathered during the fact-finding phase.

Conduct of the Hearing

The hearing will take place on the date and time specified in the notice of hearing. If circumstances arise that require a change in the hearing date or time, the Title IX coordinator will provide both parties with written notice explaining the reason for such change. The Institute may arrange for the hearing to be recorded and may arrange for the preparation of any transcript of the recording that the Institute deems appropriate.

The hearing will be conducted as follows:

- As a non-adversarial process, the hearing will not follow a courtroom model, and formal rules of evidence will not be observed. The format of the hearing follows that of a student conducting administrative hearing except the 'board' consists of only one trained faculty or staff member acting as adjudicator.

- A record of the hearing will be kept by transcripts, recording, or other appropriate records. Such record shall be preserved and maintained for at least five years from the date of the hearing.
- Consideration will be given to witnesses who may wish to submit or verify previously submitted statements in lieu of being present for the hearing.
- The complainant and respondent will be instructed to report for the hearing on a specific day and time. All contact between them will be limited/eliminated.
- If either party fails to attend the hearing, the adjudicator may proceed and determine the complaint on the basis of the evidence available, provided the absent party was duly notified of the scheduled hearing date.
- Both the complainant and the respondent may have an advisor, of their own choosing, present to support and assist them during the pre-hearing, hearing, and appeal stages of the Formal Resolution process. The advisor may be, but does not have to be, the navigator appointed earlier in the process. An advisor may not direct questions to the adjudicator or witnesses at the hearing but may consult with the party that they are assisting. The adjudicator will not allow an advisor's presence to inhibit the parties' sharing of information or the conduct of the hearing.
- After reviewing all documents pertaining to the case, the adjudicator will interview the complainant, respondent, and any witnesses in an order that makes sense to the adjudicator. As necessary, the adjudicator may recall hearing participants for additional questioning.
- At no time will the complainant and respondent be questioned at the same time or be permitted to question each other; however, at the discretion of the adjudicator, the complainant or respondent may be permitted to question their witnesses.
- At any time during the adjudication phase, the adjudicator may interview witnesses and collect and review such evidence as the adjudicator deems necessary or helpful to his or her investigation into the alleged sexual misconduct.
- At the conclusion of the adjudicator's questioning of all parties and witnesses, both the complainant and respondent will be given the opportunity to present to the adjudicator any statements or information not previously covered at the hearing.
- If the adjudicator determines that unresolved issues exist that would be clarified by the presentation of additional information, the adjudicator may suspend the hearing and reconvene it in a timely manner to receive such information. A delay may not be based on the failure of witnesses to appear without good cause or on the proposed introduction of documents or other information that should have been presented at the pre-hearing meeting.

In order to comply with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), and to provide an orderly process for the presentation and consideration of relevant information without undue intimidation or pressure, the hearing process is not open to the general public. Accordingly, documents prepared in anticipation of the hearing, documents, testimony, or other information introduced at the hearing, and any transcript of the hearing itself may not be disclosed outside of the hearing proceedings, except as may be required or authorized by law and/or Institute policy.

Determination

In all investigations into alleged sexual misconduct, the Institute will evaluate the evidence under a "preponderance of the evidence" standard. A preponderance of the evidence means that information shows it is "more likely than not" that the respondent violated this policy and that sexual conduct occurred without affirmative consent.

The respondent will be found to be responsible for the alleged sexual misconduct if the adjudicator concludes, based

upon careful review of all information presented, that it is more likely than not that such sexual misconduct occurred. The adjudicator shall determine whether the respondent is responsible for sexual misconduct, and will recommend the corrective measures and/or sanctions necessary for ensuring the protection of the complainant and the community to the vice president for student affairs. The adjudicator will provide a written statement of these determinations, which will include factual findings that support the determination and rationale for the decision and sanctioning recommendation, to the Title IX coordinator and the vice president for student affairs. After reviewing the adjudicator's written statement, the vice president for student affairs will determine the sanction.

Sanctions

The vice president or their designee for student affairs may consider suspension or expulsion for any student found responsible for sexual misconduct; however, they may impose any of the following sanction(s) that are determined to be fair and proportionate to the violation:

- Reprimand or warning
- Changing the respondent's academic schedule
- Disciplinary probation
- Revocation of honors or awards
- Restricting the respondent's access to Institute facilities or activities
- Community service
- Issuing a "no-contact order" to the respondent or requiring that such an order remain in place
- Changing the respondent's housing assignment
- Dismissal from or restricting or reassignment of Institute employment
- Removing the responding from student housing
- Suspension (limited time or indefinite) Expulsion
- Revocation of degree

In determining an appropriate sanction(s), the vice president or their designee for student affairs will consider any existing record of past violations of Institute policies, as well as the nature and severity of such past violation(s). The vice president for student affairs will consider as part of the deliberations whether the respondent poses a continuing risk to the complainant and/or the Institute community. Either party may make or submit an impact statement to the vice president during the sanctioning phase. The rationale for any sanction imposed will be explained and supported in the written decision of the vice president for student affairs.

Within five business days from the conclusion of the hearing, the vice president for student affairs will issue a determination letter to the respondent and the complainant. Both parties, concurrently, will receive a copy of this determination letter.

The determination letter will contain only the following information: (i) the name of the respondent;

(ii) whether the respondent has been found responsible or not responsible for the specific violation(s) of the sexual misconduct policy; (iii) the sanction imposed, if any; (iv) the Institute's appeal process; (v) any change to the results that occurs prior to the time that the results become final; and (vi) when the results become final. Both the respondent and the complainant have a right to this information. The determination letter may not be disclosed except where disclosure is authorized or required by law.

For crimes of violence, including sexual violence, Pratt will make a notation on the transcript of a student found responsible through the hearing process in cases where the sanction includes suspension or expulsion that the student was "suspended after a finding of responsibility for a code of conduct violation" or "expelled after a finding of responsibility for a code of conduct violation." For the respondent who withdraws from the Institute while such conduct charges are pending, and declines to complete the disciplinary process, Pratt will make a notation of the transcript that the student "withdrew with conduct charges pending." If a finding of responsibility is vacated for any reason, any such transcript notation will be removed.

Appeal

Either party may appeal the determination of the adjudicator and/or the disciplinary decision of the vice president for student affairs. A party has three grounds under which to appeal the Institute's determination: (i) the adjudicator committed procedural errors that had an impact on the decision,

(ii) there is new evidence that was not reasonably available at the time of the hearing before the adjudicator, or (iii) the sanctions are not consistent with past practices or the severity of the alleged sexual misconduct.

Final sanctions are in effect until any timely appeal of the decision is resolved. The vice president for student affairs may suspend the determination pending exhaustion of appeal, allow the student to attend classes or other activity on a supervised or monitored basis, or make such other modifications to the determination as may be advisable. Interim measures will remain in effect until the appeal is resolved.

The procedure to file an appeal is as follows:

- A party wishing to appeal the determination of responsibility and/or the sanction must file a notice of intent to appeal within five business days of the date the party is notified of the adjudicator's findings and the sanctions of the vice president for student affairs.
- An appeal panel of three trained members will be appointed by the Title IX coordinator to review the appeal. All members of the appeal panel will be free of conflicts of interest in the case. Except for appeals brought under (ii) above, the appeal panel's entire review process will be based on the party's appeal and the adjudicator's record of the case.
- Otherwise, no additional evidence is allowed and no witnesses may be heard.
- The appeal panel will make a final determination on the appeal. The appeal panel shall render its decision regarding the appeal within 10 business days and will provide written notice of such determination to the vice president for student affairs, and issue a final determination letter to the respondent and the complainant. Both parties, concurrently, will receive a copy of this final determination letter.

Informal Resolution

A complainant who wishes to file a formal complaint but who does not wish to pursue Formal Resolution may request a less formal proceeding, known as "Informal Resolution." The Informal Resolution procedure is only available for complaints of sexual harassment.

If the complainant wishes to proceed with Informal Resolution, the Title IX coordinator will ascertain the name of the respondent, and the date, location, and nature of the alleged sexual misconduct, and, within two business days, will schedule an individual intake meeting with the respondent in order to provide them with a general understanding of the policy.

Informal Resolution provides an opportunity for the complainant to confront the respondent in the presence of, and facilitated by, a presiding officer, and to communicate their feelings and perceptions regarding the incident, the impact of the incident, and their wishes and expectations regarding protection in the future. The respondent will have an opportunity to respond. The respondent is expected to attend this meeting and participate in the Institute's

investigation.

The complainant and the respondent each may bring an advisor to the Informal Resolution. Advisors are subject to the same restrictions set forth for advisors in the Formal Resolution, outlined above. The vice president for student affairs will preside over the Informal Resolution and may elect to be assisted by another staff member.

If in the course of the Informal Resolution, the respondent admits to violating the Institute's Student Sexual Misconduct Policy, that admission will serve as a finding of responsibility that is final and cannot be appealed. The vice president for student affairs will recommend a sanction, which the respondent can accept or reject. The sanctions that may be imposed as the result of the Informal Resolution process are the same as those outlined in the Formal Resolution process above. If the recommended sanction from the vice president for student affairs is accepted, the process is concluded. If the recommended sanction is rejected, the complaint will proceed to the Formal Resolution sanctioning process. In such a case, all information gathered during the Informal Resolution process will be made available to the adjudicator in the Formal Resolution sanctioning process.

Informal Resolution may result in the imposition of protective actions agreed upon by the parties, or (with or without such agreement) based on information derived from the Informal Resolution taken together with any other relevant information known to the Institute at the time of the Informal Resolution.

The Institute may, at any time, elect to end such proceedings and initiate Formal Resolution instead. Statements or disclosures made by the parties in the course of the Informal Resolution may be considered in the Formal Resolution.

In order to promote honest, direct communication, information disclosed during Informal Resolution must remain private, except where disclosure may be required by law or authorized in connection with duties on behalf of the Institute.

For additional information regarding filing a report and options for confidential reporting and disclosure, please consult with the [Student Sexual Misconduct Policy](#) or contact the Title IX coordinator.

Sex Offenders Registration

In accordance with, and under the amendments to the "Adam Walsh Child Protection and Safety Act of 2006", (formerly recognized under Megan's Law, 1994) adapted to comply with the federal law known as the Campus Sex Crimes Prevention Act of 2000, the Sexually Violent Offenders Registration Act, the Jeanne Clery Act, and the Family Educational Rights and Privacy Act of 1974, the Department of Public Safety is providing a web link to the [New York State Sex Offenders Registry](#). This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by the State concerning registered sex offenders may be obtained. Sex offenders registered in New York are required to notify the Registry of any institution of higher education at which they expect to be, whether for compensation or not, enrolled, attending, or employed and whether such sex offender resides or expects to reside in a facility operated by the institution. Changes in status at the institution of higher education must also be reported no later than ten days after such change.

The law requires the Division of Criminal Justice Services (DCJS) to include this information regarding an institution of higher education on its registry and that DCJS notify Pratt's Department of Public Safety of the presence of such an individual.

Information concerning registered sex offenders transmitted to the Department of Public Safety by the State (DCJS) may be obtained in the Department of Public Safety Administrative Offices located in the Engineering Building, Room 105.

Prevention and Awareness Education Programs

Creating a safe and respectful environment is the responsibility of all members of the Pratt community. To promote and maintain this environment, the Institute engages in comprehensive awareness and educational programming to prevent sexual misconduct, including sexual harassment, domestic violence, dating violence, sexual assault, stalking, and retaliation. The Institute provides primary prevention and awareness programs for all incoming students and employees, as well as offering ongoing prevention and awareness campaigns for all students and employees.

The Institute educates the student community about sexual misconduct through the following programs:

- All new students complete a mandatory online tutorial about affirmative consent and bystander intervention to prevent sexual violence.
- Educational materials and programming are provided throughout the year through Pratt's Title IX, Student Affairs, Public Safety, and Health and Counseling Services.

On-Campus and Off-Campus Support Resources

Pratt Important Phone Numbers

Pratt Institute's Department of Public Safety
Command Center Eng. 108 and Administrative Offices Eng. 103 and 105
718.636.3540

Pratt Institute's Title IX Office
215 Willoughby Residence Hall
First Floor
Monday through Friday
718.687.5369

Pratt Institute's Counseling Services
Learning Access Center Building, I.S.C.
Third Floor
Monday through Friday
718.687.5356

Pratt Institute's Health Services
215 Willoughby Residence Hall
First Floor
Monday through Friday
718.399.4542

Pratt Institute's Campus Ministry
Chapel Hall
718.636.3422

Off-Campus Support Services

- The Safe Horizon Community Program in Brooklyn is a victim-assistance organization that provides a 24-hour multilingual hotline; in-person assistance; criminal justice victim advocacy; and referrals to resources ranging from medical assistance to counseling. Safe Horizons Crime Victims Hotline is **866-689-HELP (4357)**. Safe Horizon's Rape, Sexual Assault, and Incest Hotline is **212-227-3000**.
- You may call the police. While victims are not obligated to report a sexual assault to the police, they are encouraged to do so. Reporting a sexual assault does not necessarily mean that a court appearance will be required.

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- Whether or not you choose to notify Public Safety or the police, you are strongly encouraged to seek medical attention as soon as possible. This action is important if injury or disease are involved, but also because medical exams provide evidence often needed should you decide to report the crime at a later date.
 - Whether or not you report the crime and/or receive medical assistance, on-campus or off-campus counseling and victim advocacy services are available to you. These services are confidential.

Outside Counseling and Support Services Contacts for Sex Crimes Assistance

Brooklyn District Attorney's Office
Sex Crimes Bureau
718.250.3170

New York City Police Department
Brooklyn Sex Crimes Squad
718.230.4415

NYPD-Sex Crimes Report and Rape Hotline (24 Hrs.) (212) 267-RAPE (7273)

A female detective will provide immediate assistance and information about medical, legal, and emotional support services; strictly confidential, name not required.



Drug Free Schools and Communities Act

In compliance with the Drug Free Schools and Communities Act, Pratt Institutes publishes Information regarding the Institute's prevention programs related to drug and alcohol abuse prevention which include standards of conduct that prohibit the unlawful possession use and distribution of alcohol and illegal drugs on campus and at institution associated activities and events, sanctions for violations of federal, state, and local laws, and Institute's policy, a description of health risks associated with alcohol and other drug use and abuse, and a description of available counseling, treatment, rehabilitation and/or re-entry programs for Pratt Institute students and employees. A complete description of these topics is available online at <https://www.pratt.edu/policies/alcohol-and-drug-use-policy/>

Pratt Institute's Alcohol and Drug Use Policy

Summary

This document clarifies the Institute's expectations and approach related to the use of alcohol by faculty, staff, and students and describes penalties for the possession, sale, distribution, and/or use of illegal drugs or alcohol to persons under the age of 21.

Reason for This Policy

Pratt Institute is committed to creating an environment for its students and employees free of drug and alcohol abuse. Because of this commitment, the Institute has adopted standards of conduct concerning the use and abuse of illicit drugs and alcohol.

Target Population

This policy applies to all members of the Institute and to all Institute-sponsored events and activities that occur on and off campus.

Policy Statement

Pratt Institute has zero tolerance for abuse or illegal use of alcohol or other drugs. As a result, and in compliance with the Drug-Free Schools and Communities Act Amendments of 1989, misconduct related to alcohol or other drug abuse will not be tolerated. Violation of this policy will result in appropriate disciplinary action in accordance with Pratt's policies. Such disciplinary action may include progressive discipline, up to and including termination for employees, and appropriate sanctions for students, as well as referral for legal prosecution, depending on the nature of the violation. Students found in violation of the alcohol and drug policy for the first time will face sanctions 1) no less than some form of social probation, 2) must participate in some form of community service or educational exercise, and 3) will have parents or guardians notified of judicial action.

In addition, employees and students are reminded that the Institute considers it the responsibility of the members of this community, both individually and collectively, to comply with the applicable local, state, and federal laws controlling drug and alcohol possession, use, or distribution.

General Policies Regarding the Use of Alcohol and Other Substances

- The possession, sale, distribution, or use of alcohol by anyone under the age of 21 is prohibited. Additionally, the sale or distribution of alcohol by anyone over 21 years of age to anyone under 21 years of age is prohibited.
- The possession, sale, or use of any illegal substances are strictly prohibited. This includes prescription medications sold or used by anyone other than the person who was originally prescribed the medication.
- Consumption of alcohol is prohibited at student art openings.
- Alcoholic beverages dispensed on campus (in a Pratt-owned or leased facility) must be distributed by the Institute's dining service. This includes authorized student-sponsored events, faculty/staff events, community events, and external organizations (or individuals) using Pratt Institute facilities.
- The use of alcohol at Pratt Institute events held off campus will only be permitted when the alcohol is served by a licensed and insured third party.
- Alcohol use in the residence halls: Willoughby, Esther Lloyd-Jones, Townhouses, or Grand Avenue residents who are 21 years old or older may consume alcohol in the privacy of their residence hall suite, apartment, or house. Alcohol is not permitted in yards or on roof decks or balconies of the residence halls. Bulk alcohol (such as kegs and beer balls) is not permitted in residence halls.
- Off-campus use of alcohol and other drugs: Students who violate federal, state, or local laws regarding the possession, use, or distribution of alcohol or other drugs while off campus are subject to Pratt Institute sanctions in addition to any criminal penalties that may exist. This applies to students who are on campus and under the influence of alcohol and other drugs resulting from off-campus use.

Counseling and Treatment Resources

- Information on counseling and treatment resources for students is available on the Student Affairs web page at [Counseling Services Treatment Resources](#) or by contacting the Office of [Counseling Services](#).
- Counseling and treatment resources for employees include the Pratt Employee Assistance Program (EAP). Employees may utilize the services of an external EAP confidentially for professional counseling, legal referrals, financial advice, and other assistance related to personal life issues. EAP services are provided by an external company and there is no charge to employees. Employees can access EAP services by calling 1.800.311.4327 or downloading this PDF [Pratt Employees EAP Services](#).

Requirements for Serving Alcohol at On-Campus Faculty/Staff-Sponsored Events (with or without students present)

- Alcohol may only be served in the following locations:
 - Student Union
 - The first floor of Higgins Hall South
 - The second-floor lobby of Pratt Manhattan
 - Seventh-floor student lounge of Pratt Manhattan
- Any other location must be approved by the vice president of the sponsoring division. Alcohol is never permitted in common areas including outdoors, residence hall yards, frontsteps of any building, and elevators.
- All alcohol must be purchased and served by dining services or another licensed vendor. Advance notice must be provided to dining services who will advise about the process for obtaining a permit, if necessary.
 - Dining services are responsible for identifying designated servers in advance of the event. Servers must be at least 21 years of age and may not consume alcohol while serving or any time prior to serving alcohol.
 - A sign must be posted at the point of service indicating the NYS legal drinking age is 21 and minors will not be served. At Dining Services' (AVI) discretion, student's attending events may include Tyvek wristbands indicating guests are of legal age to drink. Those guests who appear over the age of 30 will not be carded or wrist-banded. Alcohol consumption will be marked on wristbands at a rate of one beverage per hour. The only acceptable forms of identification which can serve as positive proof of age are:
 - A driver's license (if the year of birth and picture are on the license),
 - A government-issued photo identification card, or
 - A passport
 - The Department of Public Safety must be notified in advance of any event where alcohol will be served. A public safety officer must be present at any event where alcohol will be served. The hosting group is responsible for the cost.

Any exceptions to these procedures must be approved by the vice president of the sponsoring division.

Requirements for Serving Alcohol at Student-Sponsored Events

- Alcohol may only be served in the following locations:

- Student Union
- The first floor of Higgins Hall South
- Seventh-floor student lounge of Pratt Manhattan

Alcohol is never permitted in common areas including outdoors, residence hall yards, front steps of any building, and elevators.

- The Department of Public Safety must be notified in advance of any event where alcohol will be served. A public safety officer must be present at any event where alcohol will be served. The hosting group is responsible for the cost.
- At on-campus events, all alcohol must be purchased and served by dining services. An appropriate number of non-alcoholic beverages and snacks must be provided.
- Dining services are responsible for identifying designated servers in advance of the event. Servers must be at least 21 years of age and may not consume alcohol while serving or any time prior to serving alcohol.
- At off-campus events, alcohol must be served by a licensed third party. All of the following conditions and requirements apply to off-campus events. It is the event sponsor's responsibility to ensure the server's ability to comply with this policy in advance of the scheduled event.
- Alcohol can only be served and consumed in a clearly designated area that is separated from the area where alcohol cannot be served or consumed.
- A sign must be posted at the point of service indicating the NYS legal drinking age is 21 and minors will not be served. All students in attendance are required to provide identification to confirm proof of age prior to service. Students confirmed as 21 years of age must be provided with an identifying wristband valid only for the event. (Provided free of charge by the Office of Student Involvement.) The only acceptable forms of identification which can serve as positive proof of age are:
 - A driver's license (if the year of birth and picture are on the license),
 - A government-issued photo identification card, or
 - A passport
- Valid Pratt identification is required for admission to the event. If other guests are invited, they must present a valid form of identification. A maximum of two guests per Pratt student host will be admitted, space permitting. Non-hosted guests are not permitted.
- Alcohol permitted/prohibited (Quantities to be approved by the director of student involvement):
 - Student groups must serve beer in kegs. Bottled or canned beer is not permitted.
 - Wine is permitted only with prior approval from the director of student involvement.
 - Hard liquor of any kind is not permitted.
 - The number of drinks per person is restricted to one per hour and shall not exceed four per event.
 - Individuals who appear to be intoxicated may not be served alcoholic beverages under any circumstances.
 - Persons under the age of 21 are not permitted to hold alcohol.

Exceptions to these procedures must be approved by the vice president of the sponsoring division. Use the [Alcohol](#)

[Location Exemption Form](#) to obtain this approval.

Unlawful Possession or Distribution of Illegal Drugs and/or Alcohol

- Students who are convicted of any offense under federal or state laws involving the possession or sale of a controlled substance are ineligible for federal grants, loans, or work assistance for the period beginning with the date of conviction and lasting for one to two years (for first-time offenders) or for an indefinite period (for repeat offenders). (20 U.S.C. ~1070 and 42 U.S.C. ~2751).
- Federal Family Educational Rights and Privacy Act (FERPA) guidelines encourage colleges and universities to inform parents and legal guardians of students under the age of 21 who have violated laws on the use or possession of alcohol and/or drugs. Pratt Institute may elect to utilize this option. Students are urged to notify their families prior to the Institute's notification.
- In addition to Institute disciplinary sanctions, students and employees who violate this policy may be subject to state and/or federal legal sanctions. [New York State Offenses & Penalties](#)

Relevant Laws and Related Criminal Sanctions

All members of the Institute community should also be aware that, in addition to Institute sanctions, they may be subject to criminal penalties under certain circumstances for the possession, service, or sale of alcoholic beverages, particularly for serving or selling an alcoholic beverage to a person under the age of 21 years. Where appropriate or necessary, the Institute will cooperate fully with law enforcement agencies.

A. New York State:

- The unlawful possession, use, or distribution of illicit drugs and alcohol in New York State is punishable by criminal sanctions authorized by the federal government and by the State of New York. These sanctions can include imprisonment, fines, assigned community service, and loss of federal student financial aid eligibility.
- Regarding illicit drugs, the seriousness of the offense and the penalty imposed upon conviction usually depend upon the individual drug and the amount of the drug held or sold.
- For example, in New York State, the criminal possession of 500 milligrams of cocaine is a class D felony, punishable by sentences up to 2 ½ years in prison. The sale of less than one-half an ounce of cocaine is a class B felony, punishable by sentences up
- to 9 years in prison. The criminal possession of eight to sixteen ounces of marijuana is a class E felony, punishable by sentences up to 1 ½ year in prison, as is the sale of more than 25 grams of marijuana. Possession or sale of larger amounts of marijuana is punishable by more severe penalties. Judges have some discretion to consider the circumstances in 6 sentencing. In New York State, a gift of drugs, including marijuana, is treated as a sale.
- Under US federal law, possession of illicit drugs can be punished by jail terms of up to 20 years and minimum fines ranging from \$1,000 to \$5,000. Federal possession and trafficking convictions can also lead to the forfeiture of property (e.g., your car), the denial of federal benefits such as student loans and grants, and a criminal record that may prevent an individual from entering certain career fields.
- A person need not be in actual physical possession of a controlled substance to be guilty of a crime. The unlawful presence of a controlled substance in an automobile is presumptive evidence of knowing possession of such substance by each passenger unless the substance is concealed on the person of one of

the occupants. Similarly, the presence of certain substances, including marijuana, in open view in a room under circumstances demonstrating an intent to prepare the substance for sale is presumptive evidence of knowing possession of such substance by anyone in close proximity.

- Criminal penalties also may result from the misuse of alcoholic beverages.
- In New York, if you give or sell an alcoholic beverage to a person less than 21 years old, you are committing a misdemeanor punishable by a fine, a jail term, or both. Any sale of any kind of alcoholic beverage without a license or permit is also a misdemeanor punishable by a fine, a jail term, or both.
- If you are under the age of 21, you are prohibited from possessing an alcoholic beverage with the intent to consume it. Each violation is punishable by a fine of up to \$50 and/or completion of an alcohol awareness program and/or up to 30 hours of appropriate community service. You can also be fined up to \$100 and/or be required to perform community service and/or be required to complete an alcohol awareness program if you are under 21 and present falsified proof when purchasing or attempting to purchase alcoholic beverages. Your driver's license may be suspended for three months if you are under 21 and use a driver's license to try to purchase alcohol illegally. Fines and license suspension periods may increase with subsequent violations.
- These above are only examples of the penalties that can be assessed against you for the illegal possession, use, or distribution of alcoholic beverages and/or drugs. You should also know that it is the Institute's policy to discourage violations of federal, state, and city laws by its students. Where appropriate, the Institute will refer students who violate such laws for prosecution by the relevant government authorities and will cooperate fully with such authorities.

Students: Loss of Student Eligibility for Federal Aid Due to Drug Conviction

- Section 484 of the Higher Education Act of 1965 (as amended in 1998) provides that a student is ineligible for federal student aid if convicted, under federal or state law, of any offense involving the possession or sale of a controlled substance during a period of enrollment in which federal student aid was received.
- Federal aid can be grants, student loans, and/or college work study.
- The period of ineligibility begins on the date of conviction and lasts until the end of a statutory specified period.
- Rehabilitation – A student whose eligibility has been suspended under paragraph (1) may resume eligibility before the end of the ineligibility period determined under such paragraph:
- The student satisfactorily completes a drug rehabilitation program that – complies with such criteria as the secretary shall prescribe in regulations for purposes of this paragraph; and includes two unannounced drug tests; or the conviction is reversed, set aside, or otherwise rendered nugatory.
- The suspension of eligibility for financial aid due to drug-related offenses and rehabilitation set forth in the following table:

If convicted of an offense involving:

The possession of a controlled substance

A drug or other substance that is tightly controlled by the government because it may be abused or cause addiction. The control applies to the way the substance is made, used, handled, stored, and distributed. Controlled substances include opioids, stimulants, depressants, hallucinogens, and anabolic steroids.

The ineligibility period is:

First offense: 1 year

Second offense: 2 years

Third offense: Indefinite

The sale of a controlled substance

Selling a controlled substance includes such activity as bartering, giving away, manufacturing, distributing, delivering, exchanging, or even offering to perform any of those activities. This means that you can be convicted of this crime even if no transaction ever takes place.

The ineligibility period is:

First offense: 2 years

Second offense: Indefinite

Health Risks Associated with Illicit Drug Use and Alcohol Abuse

Summaries of the health risks and the signs and symptoms associated with illicit drug use and alcohol abuse are further discussed on Pratt's web page at [Alcohol & Illicit Drugs Health Implications](#).

Each individual will experience drugs in different ways depending on the individual characteristics such as body size, sex, and other physical and psychological factors. (Source of drug-related information) [National Institute on Drug Abuse](#).

Terminology:

Tolerance: Development of body or tissue resistance to the effects of a chemical so that larger doses are required to reproduce the original effect.

Withdrawal: Physical or emotional signs of discomfort related to the discontinued use of a substance.

Psychological Dependence: A tendency for repeated or compulsive use of an agent because its effects are considered pleasurable or satisfying, or because it reduces undesirable feelings.

Physical Dependence: Adaptation of body tissue to the continued presence of a chemical, revealed in the form of serious, even life-threatening withdrawal symptoms. The extent of physical dependence and the severity of withdrawal vary by drug and by amount, frequency, and duration of use. While physical dependence can complicate the process of cessation of use, it is the psychological relationship with a substance that often proves more difficult to alter.

Substance Abuse Education and Basics and Casics Drug and Alcohol Assessment Programs

Clean Cats is a community of students with multiple identities who are interested in recovery from alcohol or substance misuse, eating issues, self-harm and/or behavior they deem addictive. All forms of recovery are supported, and we define recovery as your personal healing journey. Examples include (but are not limited to): moderation, abstinence, moderation, spiritual/religious approaches, harm reduction, sober curious, etc.

Our mission is to provide incoming students, returning students, and existing students with peer support, advocacy, and a sense of community around their recovery. It includes supporting its members as they pursue a balance between an academically successful, socially engaged, well-rounded college experience, and the achievement of their recovery goals. We strive to destigmatize the experience of addiction and recovery.

BASICS is a two-session assessment with a counselor aimed at helping a student learn more about their drinking and how it may be affecting their life. **CASICS** is a similar assessment with the focus being on a student's marijuana use. The program is designed to assist students in examining their own drinking behavior and/or marijuana use in a judgment-free environment. The goals are selected by the student and aimed at reducing risky behaviors and harmful consequences.

For more information on the Clean Cat's and Basics and Casics programs, contact:

Jernee Montoya
Supervising Social Worker and Coordinator of Clinical AODS
200 Willoughby Avenue
Willoughby Hall, 1st Floor
Brooklyn, NY 11205
718.399.4545
jmontoya@pratt.edu

Additional resources for substance abuse and alcohol abuse programs are provided at [Substance Abuse and Alcohol Programs Helpful Websites](#).

Suspect an Overdose? Afraid to Call 911? Don't Be!

NYC's new "911 Good Samaritan" law provides protections from charge and prosecution for drug and alcohol possession for the victim and those who seek help during an overdose.

[Good Samaritan Laws](#)

Prescription Drug Misuse

Prescription drug misuse occurs when you use a medication without a prescription, in a way other than as prescribed, or for the feeling it generates (i.e., to get high, stay awake, escape uncomfortable feelings).

It is a growing concern on college campuses and is the #1 cause of accidental death in the US. Prescription drug misuse can lead to heroin addiction when a person is abusing opiates (Vicodin, Oxycontin, Percocet). For more information, please check out this link: [Warning Signs of Prescription Drug Misuse](#).

Narcan Training

Save a life! Get trained to use Narcan (the opioid overdose reversal drug). For training inquiries, contact:

Jasmine Cuffie
Coordinator of Health Education and Promotion
200 Willoughby Avenue
Willoughby Hall 1, Room 117
Brooklyn, NY 11205
718.399.4542
jcuffie@pratt.edu

If you are on campus, call Pratt Public Safety at **718.636.3540** or contact your RA. Do not let your fear of getting someone in trouble for drinking prevent you from reaching out for help. Remember, an angry friend is better than the regret of a lost friend.

For more information on how to reduce harm, please visit <https://www.pratt.edu/about/offices/student-affairs/the-counseling-center/> webpage.

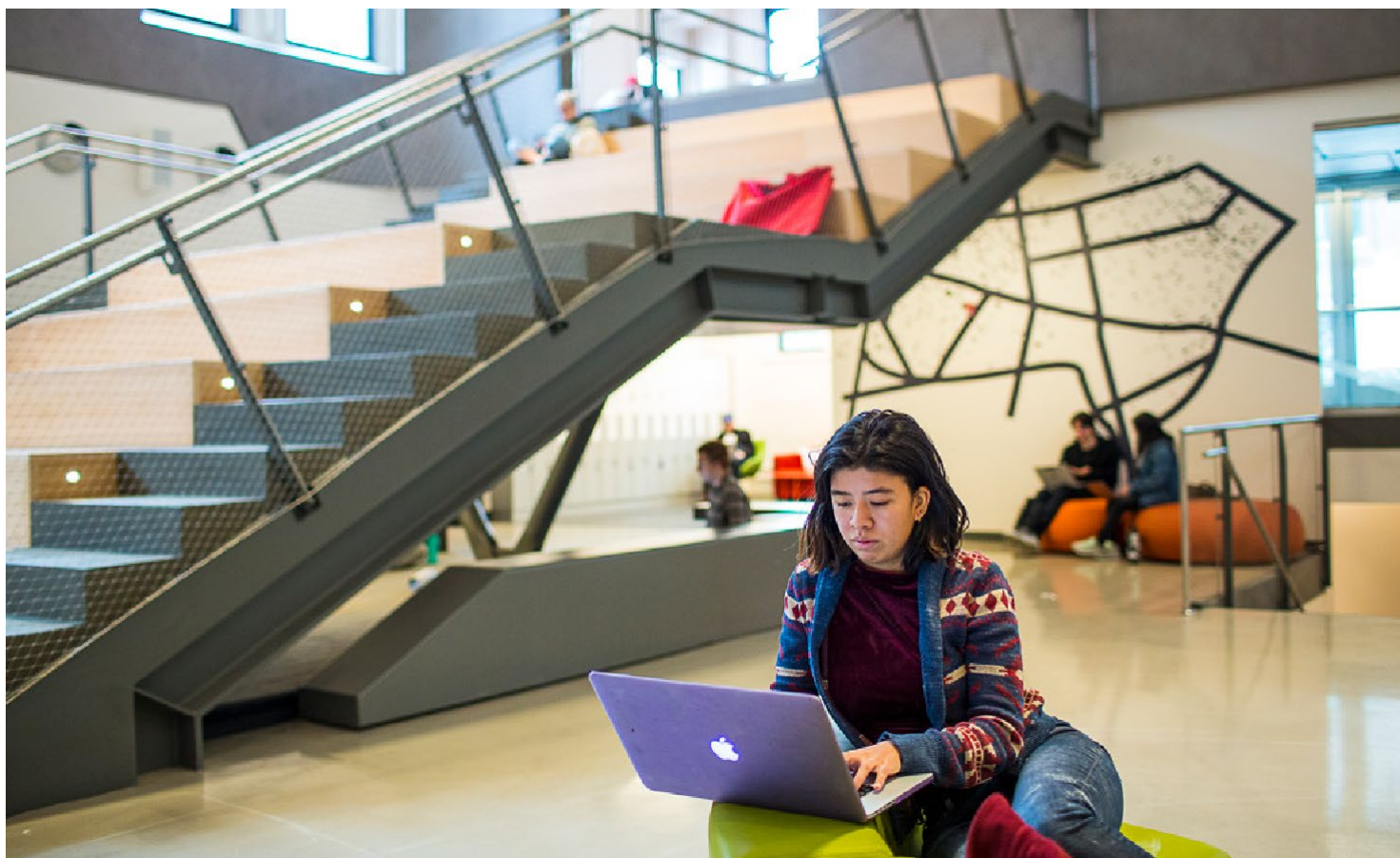


Pratt Institute's Illegal Weapons Policy

Possession and/or use of firearms, ammunition, or other weapons, including any dangerous article or substance with the potential to injure or discomfort a person, is prohibited. See Pratt's Campus Weapons Policy for additional information [Community Standards](#).

(HEOA) Notification to Victims of Crimes of Violence

Pratt Institute upon written request will disclose to the alleged victim of a crime of violence, or non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the Institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.



Security of and Access to Pratt Institute's Facilities

Campus Access Policy

During normal operations, the campus grounds are open to the general public. Access to all campus buildings and residence halls are restricted to faculty, staff, students, and invited guests. For additional information regarding the Institute's requirements for guest visits to campus, please read the "Campus Access Policy" on Pratt Institute's web page [Campus Access - Pratt](#).

Academic and Administrative Buildings

Campus academic and administrative buildings are secured by the public safety officers. Like the residence halls, these buildings are equipped with fire safety equipment that includes smoke detectors and/or heat sensors that activate the central fire alarm system. Many administrative and academic buildings are on access control, requiring Pratt community members to swipe their Pratt ID cards to gain access.

Use of Institute Facilities

With the exception of campus events that are open to the general public and advertised as such, the Institute's facilities and programs are generally reserved for accomplishing the objectives and programs of the Institute. Visitors and non-Institute affiliated groups seeking to utilize Institute facilities are expected to make prior arrangements with the appropriate Institute office. Authorization to use Pratt facilities is determined by Institute regulations in effect at the time of the request.

Residence Halls

Pratt Institute has implemented procedures to increase safety within the resident halls by staffing a public safety officer at each residential entrance 24-hours a day, 7 days a week.

All residence halls have limited access through main entry doors only with swipe card access. Procedures for guest visitation are established and hours are set forth by the Institute. Residence hall access and visitation rules are printed in the On-Campus Living Handbook, available at residence hall entrances, and online in the Resident Student Living Guide <https://one.pratt.edu/s/resident-student-living-guide>

Residence halls are equipped with fire safety equipment that includes smoke detectors and/or heat sensors that activate the central fire alarm system and most are equipped with automatic fire sprinkler systems and Carbon Monoxide detectors. In the residence halls, emergency exits are equipped with alarms that sound whenever opened. Residence hall staff members are trained to maintain security and to summon public safety, police, fire, medical, and maintenance assistance when needed.

Criminal activity observed within or in the vicinity of residence hall buildings should be reported to the Pratt Department of Public Safety by calling 718-636-3540.

Firearms, explosives, fireworks, or other hazardous materials are not permitted in or around the residence halls.

Security Considerations Used for the Maintenance of Campus Facilities

Pratt Institute maintains campus facilities in a manner that minimizes hazardous and unsafe conditions. The institute's campus parking lots and pathways are illuminated with lighting. Pratt Institute Department of Public Safety works closely with the Office of Facilities Management to address burned out lights promptly as well as malfunctioning door locks or other physical conditions that enhance safety and security. Pratt community members should report equipment issues, lighting outages, fire hazards, water leaks, and unsafe conditions to Pratt Department of Public Safety and the Office of Facilities Management.

Monitoring and Recording of Criminal Activity by Students at Non-Campus locations of Recognized Student Organizations

Pratt Institute does not have official recognized student organizations that own or control housing facilities outside of the Pratt Institute core campus. Therefore, the local police department is not used to monitor and record criminal activity since there are no non-campus locations of student organizations.



Pratt Institute Department of Public Safety 2022 Annual Fire Safety Compliance Report

Prepared by the Department of Public Safety

Includes the Institute's Campus Safety Fire Practices and Standards for the 2021-2022 Academic Year and Fire Statistics for Calendar Years 2019, 2020, and 2021.

Introduction

The Higher Education Opportunity Act (Public Law 110-315) (HEOA) also known as the Campus Fire Safety Right-to-Know Act of 2007 was enacted by Congress and signed into law in August of 2008. The Campus Fire Safety Right-to-Know Act amends the Higher Education Act of 1965 to require each institution participating in any program under the Act to provide to all current students and employees, and to any applicant for enrollment or employment upon request, an annual fire safety report containing specified information about the campus fire safety practices and standards of that institution.

The Act requires institutions to report on such information annually to the campus community in a manner that will aid in the prevention of similar occurrences. It directs each institution to require the national organizing bodies of the

fraternities, sororities, and other student groups they recognize to collect specified fire safety information for each student housing facility they own, control, or occupy and report such information to the Secretary of Education, all current members, and to any interested party upon request. It requires the Secretary to report to Congress on fire safety systems and standards in institution and student housing facilities, and on exemplary fire safety education and training programs at such institutions.

Campus Fire Safety Log

Pratt Institute's Department of Public Safety maintains a log of fires that have occurred in on-campus student housing facilities in accordance with federal regulations (34 CFR §688.49). The fire log is open to the public and available to review Monday through Friday during normal business hours at the Pratt Department of Public Safety Administrative Office, located in the Engineering Building, room 105.

The fire log includes a list of open flame/fire events that have occurred at Pratt Institute's on-campus student housing facilities, including the nature and category of the fire, date, time, and general location for calendar years 2019, 2020, and 2021. This log does not include the fire events that occur at non-student housing facilities.

The definitions that apply to the fire log are the following;

- **"On-campus student housing"** refers only to structures containing residential occupancy for students. The fire log does not include neighboring centers within student housing developments, campus facilities (administrative, academic, library, student life, or support) where students may overnight on a transient basis, vehicles, locations off Pratt Institute's property, or outdoor locations of any kind.
- **"Fire"** is defined as "any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. "Fire" does not include controlled burning, even when the event is contrary to policy, such as candles, smoking, or other open flames, when the open flame does not result in property damage.

Annual Report

In order to comply with the provisions of "The Campus Fire Safety Right-to-Know Act of 2007," reports of incidents involving fire in residential facilities are compiled and reported annually by the Pratt Department of Public Safety. As safety and security professionals tasked with the maintenance of a safe and secure educational environment, it is our responsibility to provide an annual fire safety report containing specified information about the campus fire safety practices and standards of the Institute.

This report summarizes fire safety policies and procedures required by the Act and in effect at Pratt Institute. Highlighted in this report are the records of all on-campus student housing fires, including the nature, date, time, and general location of each fire. Also included are the fire reporting procedures, fire prevention programs, and other services available to the campus community.

Fire statistics for 2019, 2020, and 2021 calendar years are provided as well as information regarding the types of fire safety systems installed in the various residential buildings. It should be noted that the fire statistics included in this publication are organized by locations that are identified as either owned or leased property belonging to Pratt Institute. The statistics include causes of fire as well as injuries, deaths, and property damage resulting from fires.

Pratt Owned/Controlled Student Housing

At Pratt Institute, all residence halls have wet sprinkler systems. The systems are also equipped with; gravity feed fire pumps chained main valves, and water flow valves with tamper switches.

The fire alarm systems have a combination of addressable and non-addressable points with hard-wired smoke detectors in hallways; hard-wired smoke/heat detectors in mechanical rooms, custodial closets, lounges, student rooms, and hard-wired heat detectors in kitchen spaces. Duct detectors are used where necessary for shutting down the HVAC systems. Pull stations for manual notification of an emergency are located throughout the buildings. Buildings are equipped with an alarm annunciation horn or strobe/annunciator horn. Fire alarm panels announce to a central station, manned 24 hours, monitoring the systems. The Public Safety Department also monitors the local alarm panels of the buildings.

Fire Safety Plans

If a fire is discovered in any Institute building, members of the campus community are encouraged to activate the pull station and evacuate the building as instructed and demonstrated in fire drills. Students, faculty, and staff are encouraged to call Pratt Public Safety at 718.636.3540 in Brooklyn and 212.647.7776 in Manhattan, along with 911 in the event of a fire emergency. The fire alarm emergency signal is a continuous sounding alarm. In case of a fire alarm activation, each person in the residence hall or campus building should leave the building as quickly as possible, using available stairways and fire escapes, not elevators. Each student or campus community member should also leave room doors unlocked and close the door upon exiting their room. Students and community members should walk quietly and quickly downstairs and stand in a designated area away from the building.

Building Fire Equipment

Mechanical problems with locks, doors, or other security or fire equipment should be reported to Facilities Management and the Public Safety Department. Students should not walk on or access fire escapes or rooftops of any Institute building except during drills or an actual fire emergency. Students found in the residence halls after the fire alarm has sounded will be referred to the campus judicial process. Participation in the fire drill and alarm activations is mandatory, as per New York City Fire Department (FDNY) regulations, by the entire Pratt community.

Fire Safety Procedures Students and Employees Should Follow

In case of a fire in your room, residence hall, or campus building, immediately call 911, followed by Pratt Public Safety at 718.636.3540 in Brooklyn and 212.647.7776 in Manhattan. Give your name, the exact location of the fire, and, if known, what is burning. If you cannot put the fire out yourself, leave immediately and pull the closest firebox alarm station as you exit the building. As you leave the room, close the door behind you, this will help prevent the fire from spreading. Do not use elevators, proceed to the nearest stairwell. Return to the building only when instructed by Public Safety, police, or fire department officials.

Warning: The act of discharging a fire extinguisher, lighting a fire, and misusing or tampering with the alarm or sprinkler systems is considered irresponsible behavior. These actions can endanger your life and the lives of others, furthermore, this type of behavior can result in immediate campus judicial sanction or criminal action. In these situations, the Institute reserves the right to pursue criminal charges through the appropriate New York City authorities.

Pratt Public Safety and the Office of Facilities Management collaborate to conduct fire drills at all campus buildings and residence halls semi-annually once in the fall and spring semester. Participation is required from all Pratt community members and visitors on campus when the fire drills are conducted.

Dormitory Fire Systems

Willoughby Hall 215 Willoughby Avenue	Standpipe & Sprinkler system. Gravity feed. Main valve chained, valves with tamper switch.	System type EST-3. Central Station Connection through Statewide Fire Corp.
Leo J. Pantas Hall 224 Grand Avenue	Standpipe & Sprinkler system. Fire pump. Main valve chained, valves with tamper switch.	System type EST-2. Central Station Connection through Statewide Fire Corp.
Esther Lloyd Jones Hall 243 Ryerson Street	Standpipe & Sprinkler system. Main valve chained.	System type Thorn Automated System M-200 and Fire Quest 200.
Cannoneer Court 280-296 Classon Avenue	Standpipe & Sprinkler system. Main valve chained, valves with tamper switch.	System type EST-2. Central Station Connection through Statewide Fire Corp.
Vincent A Stabile Hall 203 Emerson Place	Standpipe & Sprinkler system. Fire pump. Main valve chained, valves with tamper switch.	System type EST-2. Central Station Connection through Statewide Fire Corp.
Emerson Townhouses 172-186 Emerson Place	Sprinkler system. Main valve chained, valves with tamper switch.	System type Edwards EST-3 Master Coder with C/O Detection. Central Station Connection through Statewide Fire Corp.
Steuben Townhouses 171-185 Steuben Street	Sprinkler system. Main valve chained, valves with tamper switch.	System type Edwards EST-3 Master Coder with C/O Detection. Central Station Connection through Statewide Fire Corp.
Willoughby Townhouses 220 - 234 (220A, 226A, 232A) Willoughby Avenue	Sprinkler system. Main valve chained, valves with tamper switch.	System type Notifier NFS2-640 with C/O Detection. Central Station Connection through Statewide Fire Corp.
Grand Ave. 100 Grand Avenue	Standpipe & Sprinkler system. Main valve chained.	System type EST-3 with C/O Detection. Central Station Connection through Statewide Fire Corp.
Emerson Place 135 Emerson Place	Standpipe & Sprinkler system. Fire pump. Main valve chained, valves with tamper switch.	System type EST-3 with C/O Detection. Central Station Connection through Statewide Fire Corp.
Caroline Ladd Pratt House 229 Clinton Avenue	Standpipe & Sprinkler system. Main valve chained.	System type Acme 120V.

Policies Related to Fire Safety Measures

Electric Equipment: Electrical appliances including, but not limited to, space heaters, clothes washers, dryers, and dishwashers are prohibited in apartments and rooms. Microwave ovens, toaster ovens, and toasters, or any other exposed coil appliance are prohibited from rooms without kitchens except for those provided by the Office of Residential Life and Housing. Coffee makers and the like, with non-exposed heating coils, are permitted.

Air conditioners are prohibited from all residence halls, except Willoughby and Grand Avenue, where air conditioner units must only be installed into the provided wall-mounted sleeves. Students are not permitted to make modifications or alter existing room configurations. (See the Resident Student Living Guide 2021/2022) <https://one.pratt.edu/s/resident-student-living-guide>

Lighting: Some students may desire or require lighting in addition to the lights provided in a particular room. Students are encouraged to bring desk lamps and other light sources with them, not only to provide additional lighting but also to personalize their space. Halogen lamps provide great light and are popular. Any halogen lamp brought into the residence hall must be UL approved and have a protective screen covering the bulb.

Although halogen lamps may contribute to fires if not cared for or used properly, Pratt's insurance carrier has permitted continuing the use of these light sources within the above-stated guidelines. However, the use of LED lamps is strongly encouraged as an alternative to halogen lamps.

Open Flames and Flammable Materials: Candle and incense burning are a threat to the health and safety of all residents. As such, possession and use of these items in the residence halls are strictly prohibited.

The use of any open-flamed devices (incense, candles, coal-burning hookahs, Sterno fuel, and kerosene lamps) is strictly prohibited. Also, as a result of their inherent dangers, flammable materials such as paints and paint thinners are prohibited except in small quantities.

Cooking: Students who live in apartments with kitchens have a responsibility to maintain the stove-top and oven so that they are clean and safe. Always clean grease and other food from the top of the stove and inside the oven. NEVER LEAVE FOOD UNATTENDED WHILE COOKING. Campus judicial charges will be brought against any resident who, through negligence, creates a potentially dangerous situation in a residence hall. This includes activating a smoke detector or fire alarm due to negligent cooking habits.

Decorations: Decorating room/apartment walls is permitted, however, tapestries, carpets, and other materials hung from walls or ceilings that are a fire hazard are prohibited. Non-artificial Christmas trees are also prohibited in residence halls.

Smoking: In compliance with New York State law, all residence halls (including balconies and fire escapes) are smoke-free. In addition, as of August 2017, Pratt Institute became a smoke-free campus, both Brooklyn and Manhattan. Accordingly, smoking and vaping are prohibited in any indoor and outdoor space on either campus including, but not limited to, classrooms, studios, dining halls, and lounges, as well as any outdoor gathering spaces or other locations on either campus.

Fireworks: The use of fireworks is illegal by New York State law. The possession or use of fireworks on campus is prohibited. Policy violation may result in a judicial or criminal action.

Fire Evacuation Training

Pratt Institute's Department of Public Safety, along with the Office of Facilities Management, and Office of Residential Life, conducts fire drills in all campus student residence halls at the beginning of each academic year. Each resident is required to participate in the drills. Pratt Institute currently and routinely contacts the New York City Fire Department (FDNY) for training and advice on fire prevention education and response. During the month of September (Campus Fire Safety Month), the Institute, along with the assistance of the New York City Fire Department (FDNY), provides students with materials and training on fire safety in campus-related settings to help students learn how to protect themselves.

Fire Evacuation Information

A fire evacuation placard is posted on the back of all student apartment and room doors. Students are asked to inform an RA if this placard is not on the back of their door. These important instructions will help indicate evacuation paths in a fire emergency.

All students must evacuate the building when a fire alarm sounds. Failure to evacuate, placing false alarms, interfering with the proper functioning of a fire alarm system, tampering with or removing the detection devices, extinguisher, sprinkler and fire safety apparatus are grounds for disciplinary action and/or appropriate criminal actions.

- If fire is suspected, activate the alarm, immediately call 3540 or 718.636.3540, alert others, and help remove anyone who needs assistance from the immediate danger of the fire or smoke.
- Close all doors to confine and delay the spread of fire and smoke as much as possible.
- When you hear the evacuation alarm, move to the nearest fire exit or fire exit staircase (do not use elevators).
- Proceed to the designated evacuation assembly area outside the building unless directed to an alternate location.
- If your clothing catches on fire, stop-drop-roll!
- If you are trapped in a specific area, wedge wet clothing or towels under the door to keep out the smoke. Call 911 to notify authorities of your location.
- Never use the palm of your hand or fingers to test for heat. Burning your palm or fingers could hamper your ability to crawl or use a ladder for escape.
- Be prepared; know where you are and where the exits to the outside are located. If heavy smoke is present, crouch low or crawl. Hold breath as long as possible or breathe through your nose using handkerchief or shirt as a filter.
- If you have to move through flames, hold your breath, move as quickly as you can, cover your head, and stay low.
- If fire is contained to a small area and if it is safe to do so, use a fire extinguisher; pull safety pin from handle, aim at base of fire, squeeze the trigger handle, and sweep from side to side. (Watch for re-flash).
- Be familiar with how fire extinguisher operates.
- Do not use water on an electrical fire. Use a fire extinguisher approved for electrical fires. Know where fire suppression equipment is maintained.
- Smother oil and grease fires in a kitchen area with baking soda, salt or by putting a non-flammable lid over the flame.
- If you cannot escape by a door or window, hang a white or light-colored piece of clothing out the window to let firefighters know your location.

Reporting Fires

Per federal law, Pratt Institute is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Therefore, if you encounter a live fire in one of these facilities, you should immediately get to a safe place, then call 911. After emergency services are called, notify the Pratt Department of Public Safety when it's safe to. Pratt Public Safety will investigate and document the incident for disclosure in the institute's annual fire statistics. Fires in on-campus student housing facilities should also be reported to the Offices of Residential Life, Facilities Management, and Student Affairs.

If a member of the Pratt Institute community finds evidence of a fire that has been extinguished, and the person is not sure whether the Pratt Institute Department of Public Safety was notified or has already responded, the community member should immediately notify the Department of Public Safety who will investigate and document the incident for disclosure in the Institute's annual fire statistics.

Plans for improvement to Fire Safety

The Pratt Institute Office of Facilities Management is currently upgrading the fire alarm systems in the Chemistry, Machinery and Engineering campus buildings and, 100 Grand Avenue, and Pantas Residence Halls. The POTS line transmitters with internet / cellular transmitters at Higgins Hall, Stabile Hall, Memorial Hall stage, North Hall, East Hall and Student Union were replaced. The Office of Facilities Management will continue replacing transmitters with communication issues in the near term.

The fire statistics for on-campus resident facilities for the calendar years 2019, 2020, and 2021 are provided on the next page.

Pratt's Brooklyn Campus Fire Statistics for On-Campus Student Resident Facilities

Three-Year Comparison

2019 Annual Fire Report on Residence Halls

Residence Hall	Fire	Fire Category and Cause	Injuries	Deaths	Property Damage
Willoughby Hall 215 Willoughby Avenue	1	Unintentional / Cooking	0	0	\$100.00 - \$999.00
Leo J. Pantas Hall 224 Grand Avenue	0	N/A	0	0	\$0.00
Esther Lloyd Jones Hall 243 Ryerson Street	0	N/A	0	0	\$0.00
Cannoneer Court 280-296 Classon Avenue	0	N/A	0	0	\$0.00
Vincent A Stabile Hall 203 Emerson Place	0	N/A	0	0	\$0.00
Emerson Townhouses 172-186 Emerson Place	0	N/A	0	0	\$0.00
Steuben Townhouses 171-185 Steuben Street	0	N/A	0	0	\$0.00
Willoughby Townhouses 220-234 (220A, 226A, 232A) Willoughby Avenue	0	N/A	0	0	\$0.00
Grand Ave. 100 Grand Avenue	0	N/A	0	0	\$0.00
Emerson Place 135 Emerson Place	0	N/A	0	0	\$0.00
Caroline Ladd Pratt House 229 Clinton Avenue	0	N/A	0	0	\$0.00

Categories: Intentional, Unintentional, Undetermined

2020 Annual Fire Report on Residence Halls

Residence Hall	Fire	Fire Category and Cause	Injuries	Deaths	Property Damage
Willoughby Hall 215 Willoughby Avenue	0	N/A	0	0	\$0.00
Leo J. Pantas Hall 224 Grand Avenue	0	N/A	0	0	\$0.00
Esther Lloyd Jones Hall 243 Ryerson Street	0	N/A	0	0	\$0.00
Cannoneer Court 280-296 Classon Avenue	0	N/A	0	0	\$0.00
Vincent A Stabile Hall 203 Emerson Place	0	N/A	0	0	\$0.00
Emerson Townhouses 172-186 Emerson Place	0	N/A	0	0	\$0.00
Steuben Townhouses	0	N/A	0	0	\$0.00

171–185 Steuben Street					
Willoughby Townhouses 220–234 (220A, 226A, 232A) Willoughby Avenue	0	N/A	0	0	\$0.00
Grand Ave. 100 Grand Avenue	1	Unintentional / Cooking	0	0	\$100.00 - \$999.00
Emerson Place 135 Emerson Place	0	N/A	0	0	\$0.00
Caroline Ladd Pratt House 229 Clinton Avenue	0	N/A	0	0	\$0.00

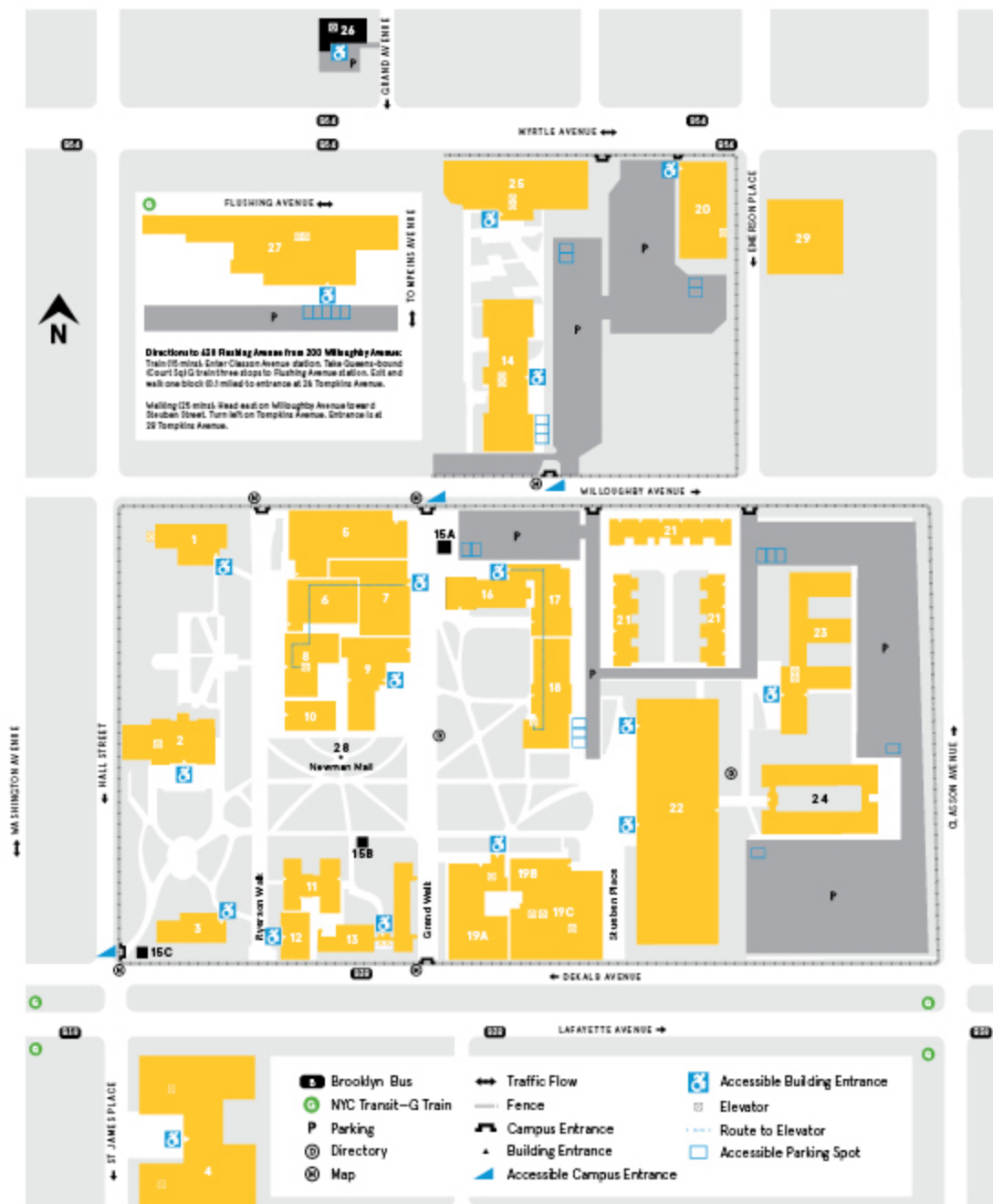
Categories: Intentional, Unintentional, Undetermined

2021 Annual Fire Report on Residence Halls

Residence Hall	Fire	Fire Category and Cause	Injuries	Deaths	Property Damage
Willoughby Hall 215 Willoughby Avenue	0	N/A	0	0	\$0.00
Leo J. Pantas Hall 224 Grand Avenue	0	N/A	0	0	\$0.00
Esther Lloyd Jones Hall 243 Ryerson Street	0	N/A	0	0	\$0.00
Cannoneer Court 280–296 Classon Avenue	0	N/A	0	0	\$0.00
Vincent A Stabile Hall 203 Emerson Place	0	N/A	0	0	\$0.00
Emerson Townhouses 172–186 Emerson Place	0	N/A	0	0	\$0.00
Steuben Townhouses 171–185 Steuben Street	0	N/A	0	0	\$0.00
Willoughby Townhouses 220–234 (220A, 226A, 232A) Willoughby Avenue	0	N/A	0	0	\$0.00
Grand Ave. 100 Grand Avenue	0	N/A	0	0	\$0.00
Emerson Place 135 Emerson Place	0	N/A	0	0	\$0.00
Caroline Ladd Pratt House 229 Clinton Avenue	0	N/A	0	0	\$0.00

Categories: Intentional, Unintentional, Undetermined

Pratt Institute Campus Directory



BUILDING LISTING

- | | | | |
|------------------|-----------------------------------|--|--|
| 1. ISC Building | 11. Esther Lloyd Jones Hall (ELJ) | 19A. Pratt Studios | 26. 100 Grand |
| 2. Library | 12. Thrift Hall | 19B. Juliana Curran Terlan Design Center | 27. Pfizer Building, 630 Flushing Avenue |
| 3. DeKalb Hall | 13. Pantas Hall | 19C. Steuben Hall | 28. Newman Mall and Clock |
| 4. Higgins Hall | 14. Willoughby Hall | 20. Film/Video Building | 29. Emerson Place Residence |
| 5. North Hall | 15A. Willoughby Security Booth | 21. Pratt Townhouses | |
| 6. Memorial Hall | 15B. Pantas Security Booth | 22. ARC Building | |
| 7. Student Union | 15C. Hall Security Booth | 23. Stable Hall | |
| 8. Main Building | 16. Chemistry Building | 24. Cannoneer Court | |
| 9. East Building | 17. Machinery Building | 25. Myrtle Hall | |
| 10. South Hall | 18. Engineering Building | | |