

Pratt Institute

2023 Annual Security and Fire Safety Compliance Report



Prepared by the Department of Campus Safety
Includes Policy Statements, Crime and Fire Statistics for
calendar years 2020, 2021, and 2022.

Pratt

Pratt Institute 2023 Annual Security and Fire Safety Compliance Report

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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 Campus 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. 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 the Division of Campus Safety and Preparedness, I'm pleased to present Pratt Institute's 2023 Annual Security and Fire Safety Compliance Report (ASR), created by the Department of Campus Safety and distributed to our community in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Pratt's Campus Safety team is committed to providing safety and security for our campus community and enabling the pursuit of academic excellence and professional goals. The mission of the Pratt Institute Department of Campus Safety is to ensure a safe and secure campus that is welcoming and inclusive. The Department assists the Institute in maintaining and fostering a student centered, learning-focused, and diverse campus where community members and visitors can feel safe.

The ASR is a comprehensive account of safety and security data information at Pratt that includes 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 Campus Safety is committed to serving our diverse community with professionalism and excellence.

Best,

Rodric S. Bowman

Assistant Vice President for Campus Safety and Preparedness
Pratt Institute

A Message from the Assistant Director & Clery Compliance Coordinator



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 2020, 2021, and 2022 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 Campus 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 Campus Safety
Clery Compliance Coordinator
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 Campus Safety

Pratt Department of Campus Safety Mission Statement

The Pratt Institute Department of Campus 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 Campus Safety

Pratt's Department of Campus Safety is responsible for providing campus safety & security services for the Brooklyn and Manhattan campuses. The Pratt Institute Department of Campus Safety administrative office is located on the Brooklyn campus in Chapel Hall, room #003 & #005. The Campus Safety Command Center, located in the Engineering Building, room #108, provides **24/7** operations and coordinates all campus-wide response activities. To contact Campus 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 Campus Safety.

The director of Pratt Campus 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 campus safety and contractual officers who enforce Pratt Institute's policies and procedures. The campus 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 Campus Safety team. Campus 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 Campus Safety.

Pratt campus safety and contractual officers are not police or sworn officers. Pratt campus 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 Campus Safety officers have the authority and responsibility to enforce the Institute's policies, including enforcing law violations. Campus Safety documents violations of the Institute policies and contact the local law enforcement agencies to report observed violations of local, federal, and state laws.

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

All Pratt campus 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 Campus Safety Staff Training

Pratt campus 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, Clery campus security authority training, mental health awareness, and crisis intervention, critical incident response, and much more, to ensure the adequate protection of persons and property.

Training for Pratt Campus 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

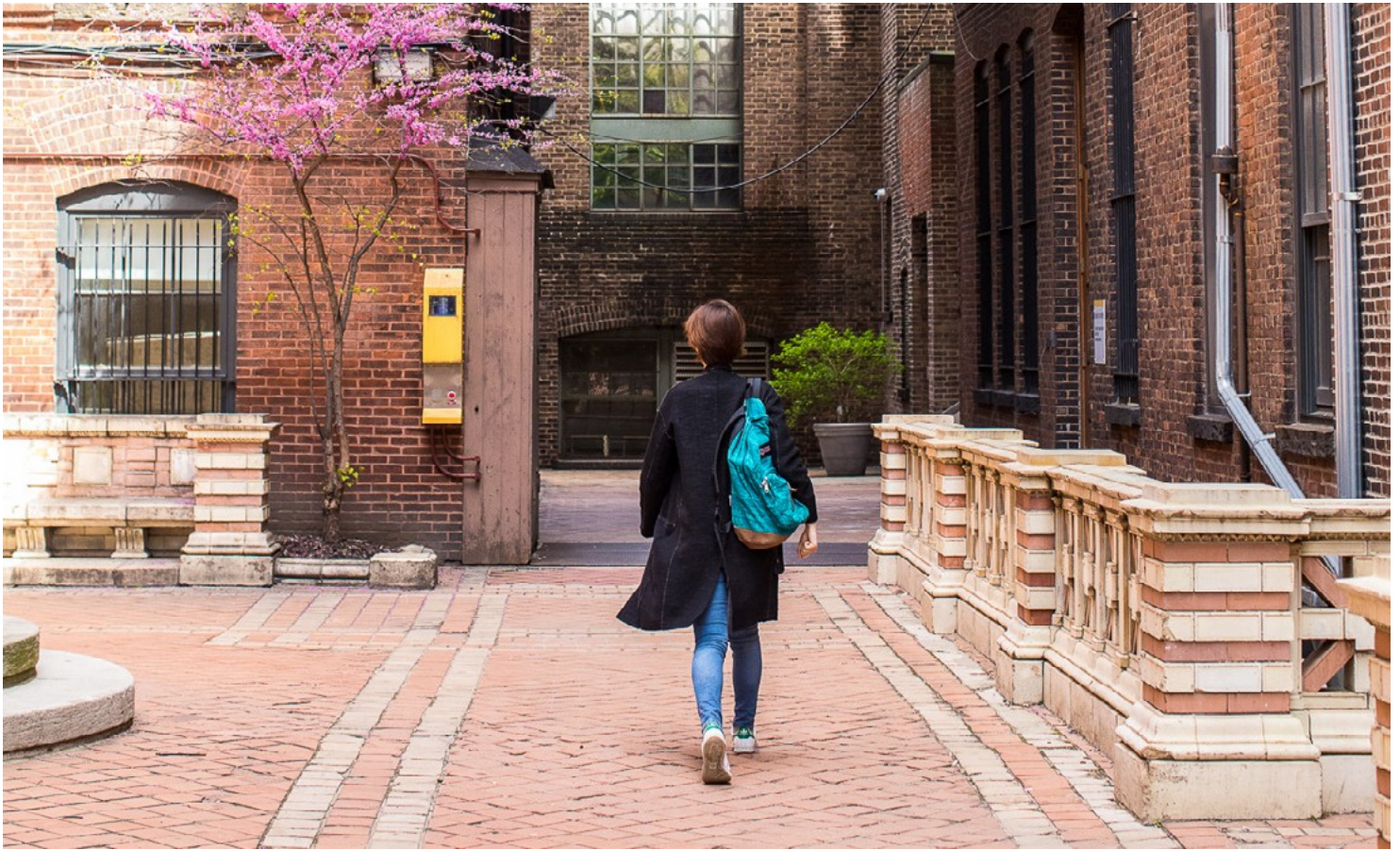
The Department of Campus Safety maintains a partnership with the New York City Police Department (NYPD), specifically the 88th Precinct in Brooklyn and the 6th Precinct in Manhattan. Regular meetings are held between the leaders of these agencies on both a formal and informal basis. Pratt Department of Campus Safety officers communicate regularly with local police leadership to remain abreast of community conditions and crime trends that may impact our campus community. The Department of Campus 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 Campus 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 Campus 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 Campus 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 Campus 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 Campus 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 Campus 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 Campus 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 Campus 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 Campus 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:

Pratt Department of Campus Safety at Brooklyn Campus 718.636.3540

Pratt Department of Campus 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 campus safety officer. Get to know how and where to locate Campus Safety if needed, and feel free to share questions or concerns.

Crime Prevention Presentations Provided

New Student Orientation to Campus Safety – Orientation to Campus 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 safety operations, the various layers of security and safety features employed on campus, how to contact Campus 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 Campus Safety and NYC emergency agencies. Pratt Department of Campus 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 Campus Safety and the New York City Police Department present crime prevention/safety lectures and hold discussions for the campus community.

Campus Safety team members can also conduct safety workshops throughout the academic year. Students are encouraged to contact their RA or Campus 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 campus safety or designee constitutes an ongoing or serious threat, a campus-wide "timely warning" will be issued by the director of Pratt campus 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 campus 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 know 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 campus 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 campus 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 campus 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 campus safety or their designee may also post a timely warning notice on the Department of Campus 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 Campus Safety by phone at **718.636.3540** or in person to our Campus Safety Command Center 24/7, located in the **Engineering Building, Room #108**, or at the Campus 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 Campus 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 campus 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 campus safety or their designee is responsible for determining the contents of the message and for initiating the notification system. If the director of Pratt campus 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 Campus 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 Campus 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 Campus 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 Campus 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 campus 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 Campus Safety
Tel: 718-636-3540
jdell376@pratt.edu

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

Shanise Stephens - Assistant Director
Department of Campus 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 Campus Safety by calling **718-636-3540**, Office of Student Affairs by calling **718-399-4546**, Office of Residential Life, by calling **718-399-4551**, 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 Campus 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 Campus Safety and the Office of Student Affairs. If the student is an on-campus resident, the Department of Campus 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 Campus 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 Campus 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 Campus Safety. As campus 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 Campus Safety in partnership with Institute professionals from Title IX Office, Legal Affairs, Risk Management, the Division of Student Affairs, including the Office of Student Conduct and Residential Life. Pratt Campus Safety meets throughout the year to discuss security and safety issues and review existing policies. In addition, Pratt Campus 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 2020, 2021, and 2022 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 Campus 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 Campus 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 1st 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 Safety Department and is reported to the campus police or the Campus Safety Department.

The Pratt Department of Campus 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 Campus Safety maintains a Daily Campus Crime Log. Clery Act crimes reported to non-campus safety Campus Security Authorities (CSAs) must be promptly reported to Campus 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 Campus Safety Administrative Office, located in Chapel Hall, Room #003 & 005. 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 **Campus 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 Campus Safety, located in **Chapel Hall, Room #003 & 005**, during normal business hours. You may request to have a copy of the report mailed to you by contacting the Pratt Department of Campus 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 Campus 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 Campus 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 Campus 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 Campus Safety or local police. It is highly recommended that the victim complete and submit the Title IX and Sexual Misconduct Disclosure Online Form. [Title IX and Sexual Misconduct Disclosure Form](#)

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 Campus 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 Campus Safety, with your permission, the director of Pratt Campus 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 Campus Safety. To report an incident, for immediate assistance call the Pratt Campus 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.

Victims of, or witnesses to, any criminal activity may report an incident by calling the Pratt Department of Campus 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 Campus 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 campus 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 Campus 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 Campus Safety will contact the appropriate agency. If a sexual assault or rape should occur, Pratt campus 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

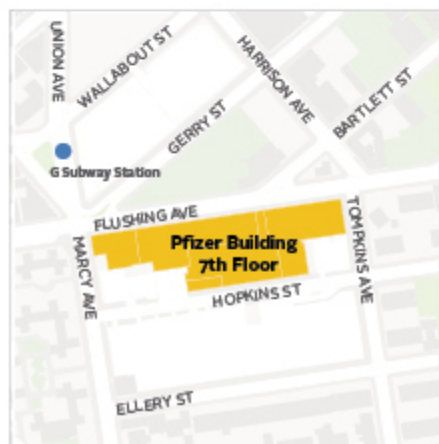
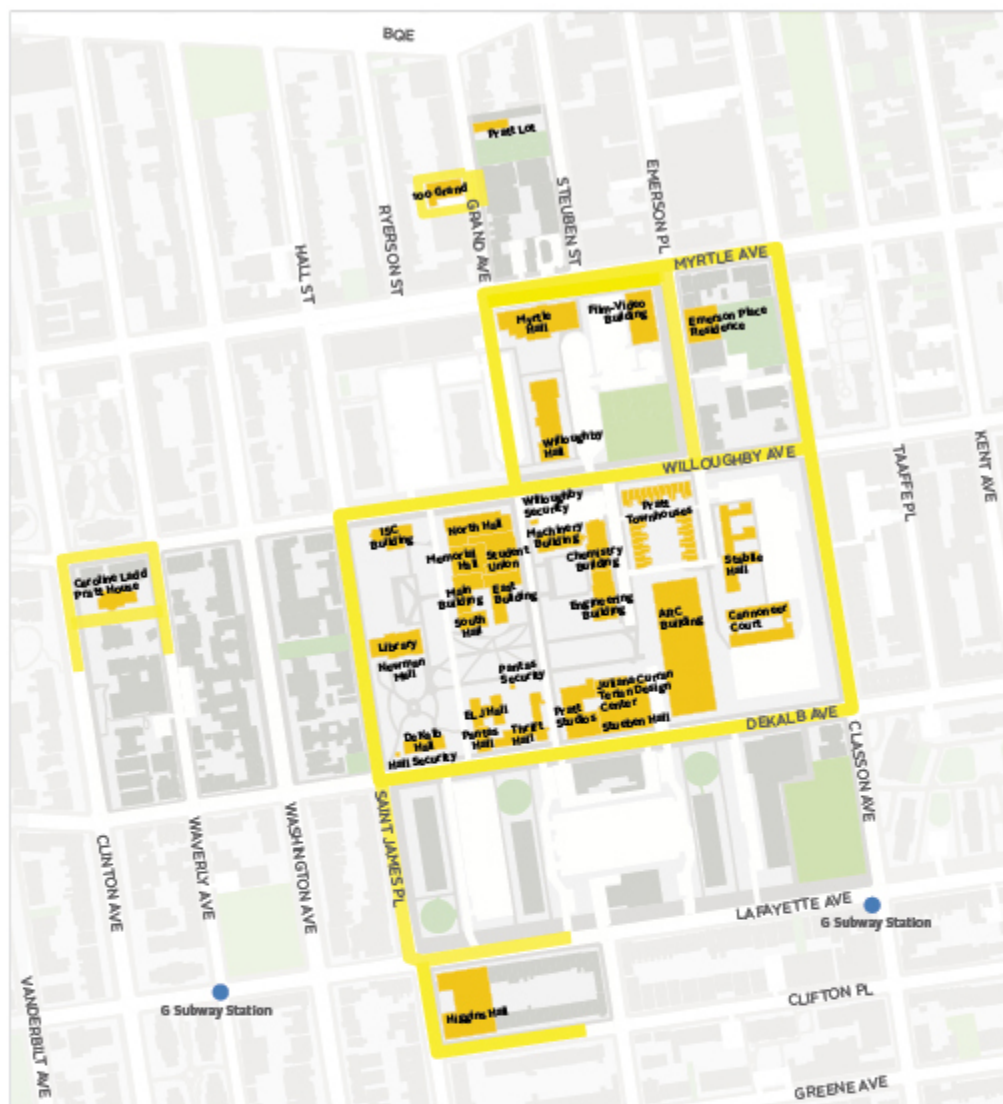
Pratt Institute is situated on an enclosed landscaped 25-acre campus located in Clinton Hill, Brooklyn, with historic buildings, a library, and an athletic center. As a residential campus, it offers several kinds of housing options, including traditional dorms, apartments, and townhouses. There are four 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 Campus 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.

Pratt Institute and the Brooklyn Navy Yard Development Corporation (BNYDC) are partnering on the Research Yard, a new advanced research and learning facility. The Research Yard will expand on the Institute's ongoing relationship with the historic shipyard that is now a dynamic hub for technology, design, manufacturing, and interdisciplinary innovation in New York. The 27,000-square-foot Research Yard was designed by architecture firm Smith-Miller + Hawkinson LLP. The open-plan facility includes fabrication labs as well as research areas that include robotics, information visualization, sustainability, community development, environmental sensing, design incubation, and digital archaeology.

Pratt's Brooklyn campus is located a few blocks south of the Brooklyn Navy Yard, which sits on the banks of the East River and holds more than 500 businesses. The Research Yard is in the Navy Yard's located at 63 Flushing Avenue, building 3, an 11-story warehouse constructed in 1918 that already houses tenants such as Honeybee Robotics, an engineering company that has worked on Mars missions, as well as the Brooklyn Grange, which has a rooftop farm that grows produce and collects stormwater. Pratt and its partners are enriching this vibrant environment by transforming a traditional warehouse and fulfillment center into a 21st-century industry-education research model supporting the creative economy. Pratt launched The Research Yard space on the 7th floor of building 3 in March 2023.

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 Campus Safety

Three-Year Comparison

Offense Type	Year	On-Campus	Residential Facilities	Non-Campus	Public Property
Murder & Non-Negligent Manslaughter	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
Manslaughter by Negligence	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
Rape	2020	3	3	0	0
	2021	1	1	0	0
	2022	2	2	0	0
Fondling	2020	1	0	0	0
	2021	0	0	0	0
	2022	1	1	0	2
Incest	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
Statutory Rape	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
Robbery	2020	0	0	0	1
	2021	0	0	0	2
	2022	0	0	0	0
Aggravated Assault	2020	0	0	0	6
	2021	1	0	0	0
	2022	0	0	0	0
Burglary	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
Motor Vehicle Theft	2022	0	0	0	0
	2021	0	0	0	1
	2022	0	0	0	0
Arson	2020	0	0	0	0
	2021	0	0	0	0
	2022	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*	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
Drug Law Violations	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
Weapons Law Violations	2020	0	0	0	1
	2021	0	0	0	0
	2022	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*	2020	7	7	0	0
	2021	12	12	0	0
	2022	14	14	0	0
Drug Law Violations	2020	8	8	0	0
	2021	4	4	0	0
	2022	4	4	0	0
Weapons Law Violations	2020	0	0	0	4
	2021	0	0	0	0
	2022	0	0	0	0

Pratt Manhattan Campus

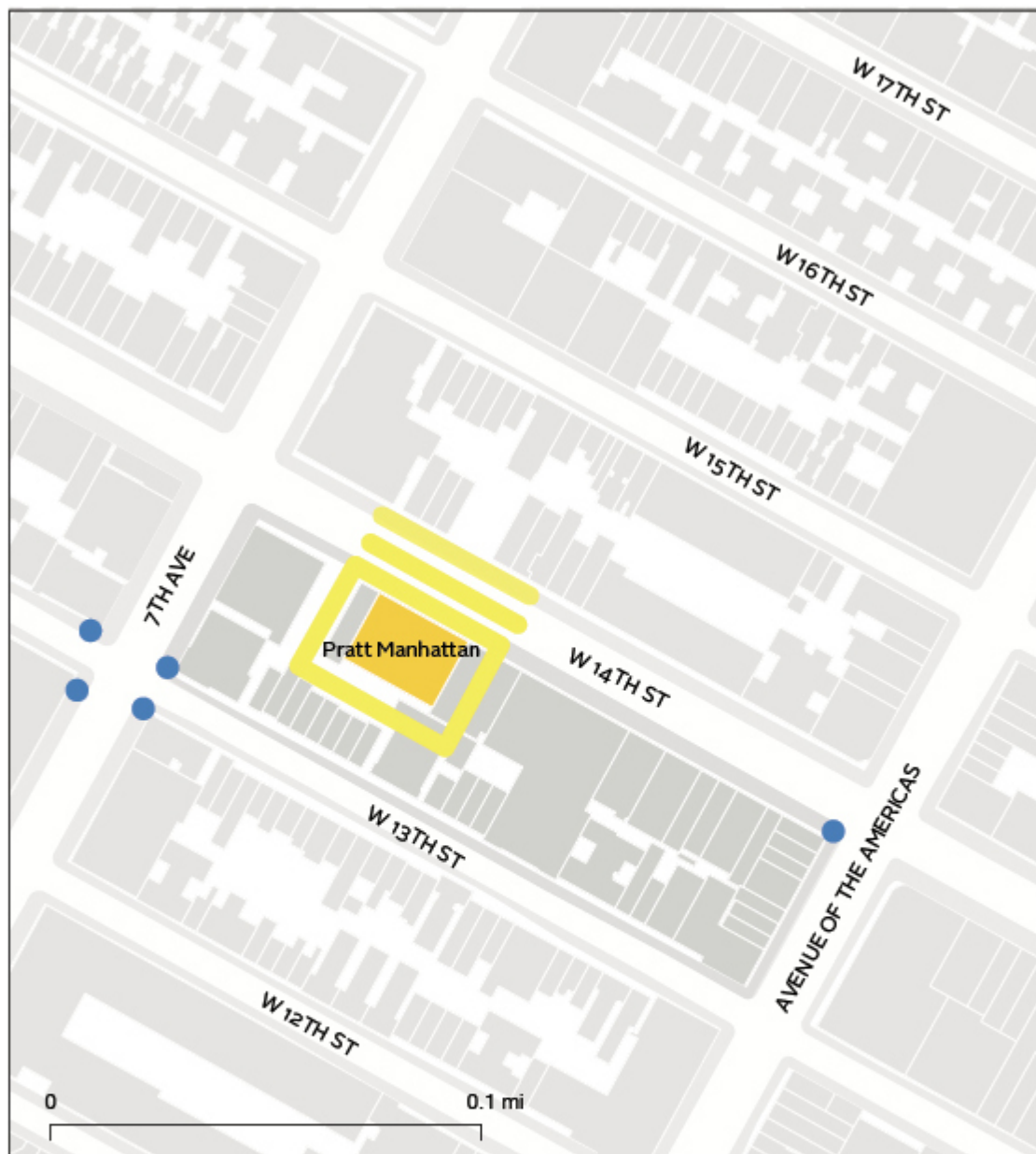


Pratt Manhattan Campus Introduction

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 Campus Safety

Three-Year Comparison

Offense Type	Year	On-Campus	Public Property
Murder & Non-Negligent Manslaughter	2020	0	0
	2021	0	0
	2022	0	0
Manslaughter by Negligence	2020	0	0
	2021	0	0
	2022	0	0
Rape	2020	0	0
	2021	0	0
	2022	0	0
Fondling	2020	0	0
	2021	0	0
	2022	0	0
Incest	2020	0	0
	2021	0	0
	2022	0	0
Statutory Rape	2020	0	0
	2021	0	0
	2022	0	0
Robbery	2020	0	0
	2021	0	0
	2022	0	0
Aggravated Assault	2020	0	0
	2021	0	0
	2022	0	0
Burglary	2020	0	0
	2021	0	0
	2022	0	0
Motor Vehicle Theft	2020	0	0
	2021	0	0
	2022	0	0
Arson	2020	0	0
	2021	0	0
	2022	0	0

Manhattan Campus

Number of Arrests for Selected Offenses

Three-Year Comparison

Offense Type	Year	On-Campus	Public Property
Liquor Law Violations	2020	0	0
	2021	0	0
	2022	0	0
Drug Law Violations	2020	0	0
	2021	0	0
	2022	0	0
Weapons Law Violations	2020	0	0
	2021	0	0
	2022	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	2020	0	0
	2021	0	0
	2022	0	0
Drug Law Violations	2020	0	0
	2021	0	0
	2022	0	0
Weapons Law Violations	2020	0	0
	2021	0	0
	2022	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 Campus Safety

Three-Year Comparison

Offense Type	Year	On-Campus	Public Property
Murder & Non-Negligent Manslaughter	2020	0	0
	2021	0	0
	2022	0	0
Manslaughter by Negligence	2020	0	0
	2021	0	0
	2022	0	0
Rape	2020	0	0
	2021	0	0
	2022	0	0
Fondling	2020	0	0
	2021	0	0
	2022	0	0
Incest	2020	0	0
	2021	0	0
	2022	0	0
Statutory Rape	2020	0	0
	2021	0	0
	2022	0	0
Robbery	2020	0	0
	2021	0	0
	2022	0	0
Aggravated Assault	2020	0	0
	2021	0	0
	2022	0	0
Burglary	2020	0	0
	2021	0	0
	2022	0	0
Motor Vehicle Theft	2020	0	0
	2021	0	0
	2022	0	0
Arson	2020	0	0
	2021	0	0
	2022	0	0

Rome Program Campus

Number of Arrests for Selected Offenses

Three-Year Comparison

Offense Type	Year	On-Campus	Public Property
Liquor Law Violations	2020	0	0
	2021	0	0
	2022	0	0
Drug Law Violations	2020	0	0
	2021	0	0
	2022	0	0
Weapons Law Violations	2020	0	0
	2021	0	0
	2022	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	2020	0	0
	2021	0	0
	2022	0	0
Drug Law Violations	2020	0	0
	2021	0	0
	2022	0	0
Weapons Law Violations	2020	0	0
	2021	0	0
	2022	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.prattmunson.edu/health-safety>*



Pratt Institute's Nondiscrimination and Anti-Harassment Policy

Responsible Administrator: Director, Office of Title IX and Nondiscrimination and Title IX Coordinator

Responsible Office: [Office of Title IX and Nondiscrimination](#)

Issue Date: 6/1/2023

Policy Statement

Pratt is committed to fostering a welcoming, safe, non-discriminatory, and harassment-free educational, living, and working environment for its community.

Accordingly, Pratt strictly prohibits and does not tolerate unlawful discrimination on the basis of race (including traits historically associated with race, such as hair texture and protective hairstyles), color, religion, creed, national origin, ancestry, sex (including pregnancy, childbirth, or related medical conditions), gender, gender identity or expression, age, sexual orientation, physical or mental disability, citizenship, genetic information or predisposing genetic characteristics, marital status, familial status, domestic violence victim status, caregiver status, military status, including past, current, or prospective service in the uniformed services, or any other category or characteristic protected by applicable law.

Reason for the Policy

The core purpose of this policy is the prohibition of all forms of discrimination. Sometimes, discrimination involves exclusion from or different treatment in activities, such as admission, athletics, or employment. Other times, discrimination takes the form of harassment.

Applicability

This policy applies to the entire Pratt community, including, but not limited to, students, student organizations, faculty, administrators, and staff, whether on or off campus, and third parties such as guests, visitors, volunteers, invitees, and alumni when they are on Pratt's campus or participating in Pratt-sponsored activities. If the person accused of the discrimination or harassment is not a member of the Pratt community, the procedures here may not apply; however, a Pratt community member may still raise the complaint to Pratt to seek information about available resources and remedies and to receive supportive measures.

Disclosures that fall under Pratt's **Title IX and Sexual Misconduct Policy** must be addressed by that policy, including but not limited to incidents of sexual harassment, sexual assault, domestic violence, dating violence, and stalking.

Conduct that this Policy does not cover may be covered by other Pratt policies, including but not limited to Pratt [Community Standards](#). Students seeking a review of an accommodation for a disability should use the Accommodations Review Process with the Learning Access Center.

This policy is not intended to discourage free expression and discussion of thoughts, ideas, and opinions essential to a higher education experience. The Institute will consider these principles in its response to complaints of discrimination that involve an individual's statements or speech. However, discriminatory or harassing statements may not be protected expression under these principles and may be considered violations of this policy.

Definitions

1. **Complainant:** any individual who has reported being or is alleged to be the victim of conduct that could constitute a violation as defined under this Policy.
2. **Complaint:** a written (hard copy or electronic) or oral report documented by Pratt alleges that a Respondent engaged in Prohibited Conduct and requests initiation of the procedures consistent with the Policy to investigate and resolve the allegation of the conduct.
3. **Discrimination:** is the adverse differential treatment of a person or group based on a protected category (as identified in this Policy) rather than their individual merit.
4. **Discriminatory Harassment (Harassment):** Unwelcome oral, written, graphic, or physical conduct against a person or group related to the actual or perceived membership of that person or group in a protected category, as defined by this Policy, that is sufficiently severe and/or pervasive or persistent in creating an intimidating or hostile environment, or interfere with or limit the person or group's ability to meaningfully participate in or benefit from the Institute's academic, employment, housing, or other related programs and activities. This can include online or digital harassment or conduct in which the parties are in the same place or at a distance.

Discriminatory Harassment includes but is not limited to conduct that stigmatizes, threatens, or intimidates an individual or group based on Protected Categories, including but not limited to intimidation, threatening telephone calls or mail (including electronic mail), graffiti, physical assault, harassment, vandalism, or destruction of personal property.

5. **Party or Parties:** Respondent(s) and/or Complaint(s)
6. **Protected Categories:** Race (including traits historically associated with race, such as hair texture and protective hairstyles), color, religion, creed, national origin, ancestry, sex (including pregnancy, childbirth, or related medical conditions), gender, gender identity or expression, age, sexual orientation, physical or mental disability, citizenship, genetic information or predisposing genetic characteristics, marital status, caregiver status, familial status, domestic violence victim status, military status, including past, current, or prospective service in the uniformed services, or any other characteristic protected by applicable law.
7. **Prohibited Conduct** includes discrimination and harassment as defined by this Policy that occurs on Institute property, including Pratt residence halls or any other property on which an Institute program or activity occurs. Prohibited Conduct may also take place off of Institute property, including study abroad programs, internships, and related experience-based education sites, but which may impact the Institute community or in which both the Complainant(s) and Respondent(s) are members of the Pratt community. Prohibited Conduct may also take place online or remotely/virtually, including by text message and via social media, if it has an impact on the Institute community and/or if the parties are members of the Pratt community.
8. **Respondent:** any individual who has been reported to be the one who engaged in the conduct that could constitute a violation as defined under this Policy.

Procedures

The procedures in this policy may be available whenever the Respondent is a member of the Pratt community, regardless of the status of the Complainant, who may or may not be a member of the Pratt community. The procedures below may be applied to incidents, patterns, and/or to the campus climate, all of which may be addressed and investigated per this policy.

A determination regarding the applicable resolution process will be made by the Human Resources for cases related to faculty and staff and by Student Life for cases related to students.

At the Institute's discretion, complaints under this Policy may be addressed informally through mediation, education, training, or a formal resolution process described below.

How, When, and Where to Disclose or Report

Pratt encourages prompt disclosure of concerns about Prohibited Conduct experienced, observed, or learned by members of its community to allow the Institute to promptly and effectively respond.

To use the resolution procedures below, Complainants must report within 180 calendar days following the alleged discriminatory act(s) or 90 calendar days after a final grade is received, for the semester during which the discriminatory act(s) occurred, if that date is later.

Any employee receiving such a disclosure must promptly notify the Office of Title IX and Nondiscrimination.

Available disclosure and reporting options are:

1. Contact the Office of Title IX and Nondiscrimination
Dr. Bill Boerner, Acting Title IX Coordinator
200 Willoughby Hall, Brooklyn NY 11205
wboerner@pratt.edu, titleix@pratt.edu, [718-687-5443](tel:718-687-5443)
2. Submit a Discrimination and Harassment [Form](#) in Maxient. The Office of Title IX and Nondiscrimination receives these submissions, and they will be referred to the appropriate employee or representative for investigation, as applicable.
3. For anonymous disclosure and reporting, please submit the incident(s) through [EthicsPoint](#). Pratt will address anonymous disclosures per this policy, but any investigation may be limited based on the information provided in the anonymous submission.

Response to Disclosures or Reports

Provide information about rights and resources

Upon receipt of a disclosure or Complaint of Prohibited Conduct, the Director of the Office of Title IX and Nondiscrimination or designee (the Director) will contact the Complainant to provide information on resources, offer supportive measures, and explain the Complainant's options and rights, including the right to file a complaint and resolution options. The Director will offer a voluntary meeting to discuss these rights and options with the Complainant.

Supportive and Interim Measures

In some instances, Pratt Institute may determine whether there is an immediate danger or risk to the Complainant, other persons, Institute personnel, or property posed by the Respondent or Respondents. It will take an interim protective action, which may include interim suspension, interim residential suspension, removal or reduction of access to classes or a work site, and/or a no-contact order. The Respondent(s) will be provided notice of the interim action(s) and may challenge the interim action(s), or a part of it, by appealing to the AVP for Human Resources or Vice President for Student Affairs, who will review and determine whether the interim action was arbitrary and/or capricious. For employees, the Institute will provide any additional rights, where relevant, secured by collective bargaining agreements or other policies.

Requesting Accommodations

This policy does not alter any institutional obligations under federal disability laws including the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973.

Parties may request reasonable accommodations in the processes in this Policy for disclosed disabilities. Accommodations will be granted if appropriate and that do not fundamentally alter the Process. Pratt will not affirmatively provide disability accommodations that have not been specifically requested by the Parties, even where the Parties may be receiving accommodations in other institutional programs and activities.

Requests for accommodations in connection with allegations of Prohibited Conduct should be made to Pratt. The Institute will provide information about the employee's request for accommodation only to those having a need to know such information in order to implement the accommodations.

Determination of Resolution Options

The Institute will communicate with the Complainant to understand what outcome the Complainant seeks. Should a concern be raised that does not meet the standard of Prohibited Conduct under this Policy, then a formal resolution under this policy would not be available. Pratt will share information about other available resources and resolutions available, including educational options or supportive measures.

In general, the Institute will respect a Complainant's request not to move forward with a resolution, but will weigh that request with considerations for the impact on the Complainant and the Pratt community.

Determining whether conduct is harassment is based both on the subjective views of the person or group reporting the harassment as well as the objective views of the Institute staff charged with investigating and making a determination, who will assess whether a reasonable person, based on the totality of the circumstances known, would find the complained of behavior to be severe and/or persistent or pervasive so as to create an intimidating or hostile environment.

Dismissal of Allegations

The Institute may dismiss a complaint at its discretion if:

- Pratt Institute determines that the allegations, if true, would not constitute a violation of this Policy
- the Complainant(s) or Complainants do not participate or stop participating, and/or
- The Respondent is no longer a member of the Pratt community or was never a member such that the Institute does not have jurisdiction.

Informal Resolution

Background

Informal resolution is a voluntary, remedies-based, structured interaction between or among affected parties that balances support and accountability without taking formal disciplinary action against the respondent. Informal resolution is designed to eliminate the Prohibited Conduct, prevent its recurrence, and remedy its effects in a manner that meets the needs of the complainant while maintaining the safety of the campus community. Informal Resolution will not be used to impose disciplinary action against the Respondent and will not be reported to third parties; however, it may be considered in the event of future findings of responsibility for Prohibited Conduct or other violations of Pratt's policies.

Availability of Informal Resolution Process

The Parties may elect to enter Pratt Institute's informal resolution process at any time after filing a Formal Complaint by making a written request to the Office of Title IX and Nondiscrimination and Title IX Coordinator.

Use of the informal resolution process is voluntary, and both the Complainant, Respondent, and the

Director must agree to use of the Informal Resolution process. No Party may be required to participate in the informal resolution. Pratt Institute will not condition enrollment, employment, or enjoyment of any other right or privilege upon agreeing to an informal resolution.

At any time after the commencement of the informal resolution process, the Director may determine that the informal resolution process is not an appropriate method for resolving the matter and may require that the matter be resolved through the formal process.

Factors that the Director may weigh in considering the appropriateness of the informal resolution process include but are not limited to, the gravity of the allegations, whether there is an ongoing threat of harm or safety to the campus, whether the respondent is a repeat offender, and whether the Parties are participating in good faith. The Director determination on whether Informal Resolution is appropriate is not subject to appeal.

Exiting the Informal Resolution Process

Either Party or the Director may end the Informal Resolution Process. At this time, the investigation and/or adjudication process will start or resume where it left off. Information disclosed or obtained for the informal resolution process may be incorporated into the formal investigation provided that the Parties disclose and review such information under the applicable adjudication procedures.

Required Written Notice

If a party requests the initiation of an alternative resolution process and the Director agrees that the matter is appropriate for alternative resolution, each party will receive a written notice that discloses:

- The allegations;
- The requirements of the alternative resolution process, including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations;
- The parties' right to withdraw from alternative resolution and resume or initiate disciplinary resolution concerning the formal complaint; and
- Information about maintenance of records or how records could be shared.

Available Restorative Approaches

With approval from the Director, after consultation and intake with the alternative resolution coordinator, the complainant and the respondent may voluntarily agree on the process(es) that best meets the interests and needs of the parties, including:

1. **Facilitated Dialogue** – A structured and facilitated conversation between two or more individuals, most often the complainant, the respondent, and/or other community members. The focus is often on providing a space for voices to be heard and perspectives to be shared. Depending on stated interests, the participants may sometimes work towards developing a shared agreement, although working towards an agreement is not always the intended outcome.
2. **Restorative Circle or Conference Process** – A facilitated interaction where the individuals who have experienced harm can come together with an individual(s) who assumes responsibility for repairing the harm (to the extent possible). A circle or conference may include multiple

community members to explore individual and community impact, harm, obligations, and opportunity for repairing them. Parties must agree on all those who will be present.

3. **Shuttle Negotiation** – An indirect, facilitated conversation (either verbally or through written communications) individually with the complainant, the respondent, and/or other participants to discuss experience and perspective and explore interests while working towards meeting expressed needs. This negotiated process does not require direct interaction between the parties or the parties and other participants, but rather, independently, with a coordinator.

Role of the Facilitator

Informal resolution processes are managed by facilitators, who may not have a conflict of interest or bias in favor of or against complainants or respondents generally or regarding the specific Parties in the matter. The Director may be the facilitator, subject to these restrictions.

All facilitators must have training on topics such as bias, microaggressions, mediation, conflict resolution, active listening, Restorative Justice, trauma-informed practices, the scope of the institution's education program or activity, how to conduct informal resolution processes, and how to serve impartially, including avoiding prejudgment of the facts at issue, conflicts of interest, or bias.

Written Informal Resolution Terms

The terms of the Informal Resolution will be in writing. Once the Parties, and the Director, have agreed, in writing, to the terms of the Informal Resolution, the agreement is considered final and is not subject to withdrawal or appeal. Both Parties are equally bound to follow the terms of the Informal Resolution agreement.

Outcomes of Informal Resolutions

Measures that may be agreed to as a result of the alternative resolution process **may** include:

- Attending workshops or trainings for the respondent;
- Regular meetings for a Respondent with an appropriate College individual, unit, or resource;
- Permanent extension of a (one-way or mutual) no-contact directive;
- Respondent completion of an educational plan with regular meetings with the adaptable resolution coordinator or other appropriate College staff or faculty member.

Formal Resolution

Investigation

- The investigator will take steps to obtain, review, and preserve documents sufficient to assess the allegations, including documents, emails, or phone records that may be relevant to the investigation.
- The investigator will seek to interview all parties involved, including any relevant witnesses.
- The investigator will create written documentation of the investigation (such as a letter, memo, or email) that summarizes the evidence obtained within the investigation.
- Following the conclusion of an investigation, Pratt will notify the parties of the outcome.

Timeline

The timeframe for the investigative process under this Policy begins with filing a Complaint. The Investigation and Determination Process will generally be concluded within a reasonably prompt manner and no longer than ninety (90) calendar days after the filing of the Complaint, provided that the Process may be extended for a good reason, including but not limited to the availability of a party or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.

Delays

At its discretion, the Institute may pause the process to allow any criminal or other external investigation or other proceeding to proceed or for other good cause. Still, the Institute's policies may use a different system and have a different standard (e.g., the preponderance of the evidence versus beyond a reasonable doubt) which may mean that the Institute's determinations and findings do not match those of other external processes.

Consolidation

The Institute may consolidate complaints under this policy as appropriate, for example, if there are multiple complaints where the allegations of policy violations arise from the same facts or circumstances. Accordingly, the Institute may use the findings or investigative materials from a matter it deems related, even if that matter falls under a different policy. Pratt may consolidate complaints alleging Prohibited Conduct against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of Prohibited Conduct arise out of the same facts or circumstances.

Standard of Review

Pratt Institute uses the preponderance of the evidence as the standard to determine whether there has been a violation of this Policy. This means that the Institute will gather evidence and information to determine whether it is more likely than not that a violation or set of violations did or did not occur.

Burden

The burden of gathering evidence and determining whether a violation or set of violations occurred is on the Institute, not the parties. The fact that a party does not participate or only partially participates is not, in and of itself, evidence that may be used against that party, but those not participating are not sharing their side of any encounter or set of facts, so those statements or pieces of evidence may not be considered (or even known) in the investigation and determination.

Outcome

The Investigation will include factual findings and conclude whether a preponderance of the evidence shows that the complaint of violation or violations did or did not occur. If the respondent is found responsible, the investigative report will be provided to the applicable employee as designated in Section E below. A written outcome letter will be provided to all involved parties. This outcome is final; there is no appeal.

Bargaining Unit Members

Institute employees who are bargaining unit members may have other procedural rights under a collective bargaining agreement. Employees may contact their union representative for more information.

Disciplinary Action

- Pratt will discipline any employee (faculty and staff) or student found responsible for violating this Policy. The issuance of any sanctions will be intended to address the violation(s), limit and respond to the effects of the violation(s), and prevent such violation(s) in the future.
- Human Resources will handle the discipline of an employee and may include an oral or written warning, reprimand, withholding of a promotion, demotion, re-assignment, suspension with or without pay, compensation adjustment, or discharge. This may also include remedial measures such as educational or academic work, additional training, or other related actions to help the Respondent understand the impact of their actions on others within the Institute community and learn not to commit such violations in the future.
- Sanctions for a student found responsible for violating this policy will be handled via the [Student Conduct](#) process and may include warning, reprimand, suspension or expulsion, depending upon the nature of the violation, and may also include remedial measures such as educational or academic work, additional training, or other related actions to help the Respondent understand the impact of their actions on others within the Institute community and learn not to commit such violations in the future.

Retaliation

The Institute prohibits retaliation of any kind. Retaliation is a materially adverse action and may include intimidating, threatening, coercing, or discriminating against any individual to interfere with any right or privilege secured by this policy or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation or proceeding.

Retaliation should be reported in accordance with Section A of these procedures.

For Questions Regarding This Policy Contact:

Justin Kelley, Assistant Vice President for Student Life
Pratt Institute, Office of the Vice President for Student Affairs
200 Willoughby Avenue | Main Building | Brooklyn, NY 11205
Phone: [\(718\)-687-5443](tel:718-687-5443) | jkelle30@pratt.edu

Brooklyn Campus

Hate Crimes Reported to Pratt's Department of Campus Safety

Three-Year Comparison

Offense Type	Year	Bias Category	On-Campus	Residential Facilities	Non-Campus	Public Property
Murder & Non-Negligent Manslaughter	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Manslaughter by Negligence	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Rape	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Fondling	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Incest	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Statutory Rape	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Robbery	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Aggravated Assault	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Burglary	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Motor Vehicle Theft	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Arson	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0

Larceny-Theft	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Simple Assault	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Intimidation	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0
Destruction/ Damage / Vandalism of Property	2020	N/A	0	0	0	0
	2021	N/A	0	0	0	0
	2022	N/A	0	0	0	0

There were no reported Hate Crimes for the calendar years 2020, 2021, and 2022

Manhattan Campus Hate Crimes Reported to Pratt's Department of Campus Safety

Three-Year Comparison

Offense Type	Year	Bias Category	On-Campus	Public Property
Murder & Non-Negligent Manslaughter	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Manslaughter by Negligence	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Rape	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Fondling	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Incest	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Statutory Rape	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Robbery	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0

Aggravated Assault	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Burglary	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Motor Vehicle Theft	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Arson	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Larceny-Theft	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Simple Assault	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Intimidation	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Destruction/ Damage / Vandalism of Property	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0

There were no reported Hate Crimes for the calendar years 2020, 2021, and 2022

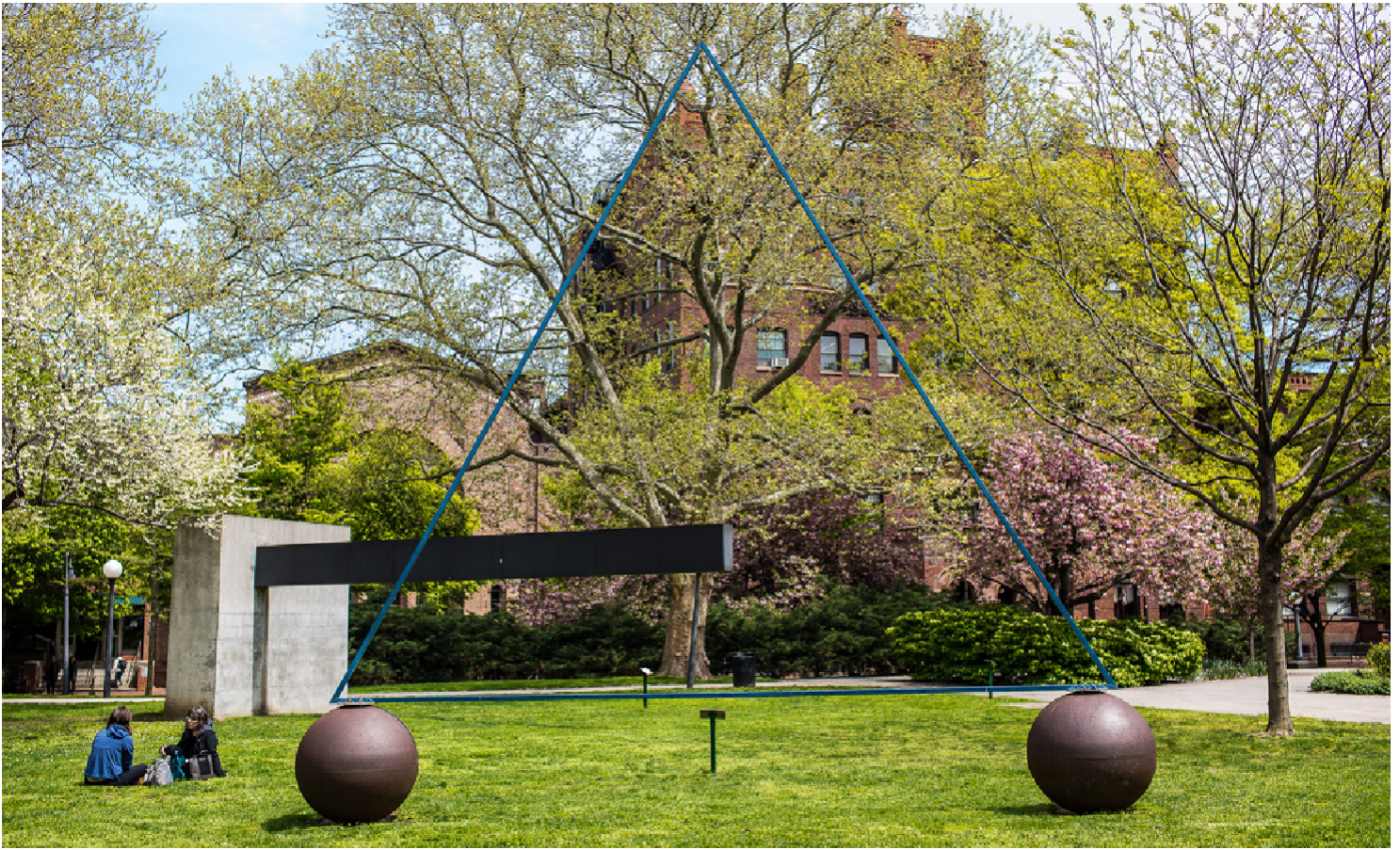
Rome Program Campus Hate Crimes Reported to Pratt's Department of Campus Safety

Three-Year Comparison

Offense Type	Year	Bias Category	On-Campus	Public Property
Murder & Non-Negligent Manslaughter	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Manslaughter by Negligence	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Rape	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0

Fondling	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Incest	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Statutory Rape	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Robbery	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Aggravated Assault	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Burglary	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Motor Vehicle Theft	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Arson	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Larceny-Theft	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Simple Assault	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Intimidation	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0
Destruction/ Damage / Vandalism of Property	2020	N/A	0	0
	2021	N/A	0	0
	2022	N/A	0	0

There were no reported Hate Crimes for the calendar years 2020, 2021, and 2022



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 Campus 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 is 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.
 - For the purposes of this definition—
 - 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.
 - Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
 - Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
 - 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	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
Dating Violence	2020	4	4	0	0
	2021	1	0	0	0
	2022	0	0	0	0
Stalking	2020	0	0	0	0
	2021	0	0	0	1
	2022	5	1	0	0

Manhattan Campus VAWA Crimes Reporting Table

Three-Year Comparison

Offense Type	Year	On-Campus Property	Public Property
Domestic Violence	2020	0	0
	2021	0	0
	2022	0	0
Dating Violence	2020	0	0
	2021	0	0
	2022	0	0
Stalking	2020	0	0
	2021	0	0
	2022	1	0

Rome Program Campus VAWA Crimes Reporting Table

Three-Year Comparison

Offense Type	Year	On-Campus Property	Public Property
Domestic Violence	2020	0	0
	2021	0	0
	2022	0	0
Dating Violence	2020	0	0
	2022	0	0
	2022	0	0
Stalking	2020	0	0
	2021	0	0
	2022	0	0



Pratt Institute's Title IX and Sexual Misconduct Policy

Responsible Administrator: Director, Office of Title IX and Nondiscrimination and Title IX Coordinator

Responsible Office: [Office of Title IX and Nondiscrimination](#)

Issue Date: 6/1/2023

Policy Statement

Pratt Institute is committed to fostering an environment that is safe, secure and free from sex discrimination and sexual harassment, sexual violence, dating and domestic violence, and stalking among all forms of sexual misconduct. The Institute takes prompt and appropriate action to address misconduct, end a hostile environment if one has been created, and prevent the recurrence of a hostile environment.

**Pratt Institute prohibits romantic or sexual relationships between faculty/staff and undergraduate students. Further, the Institute prohibits romantic or sexual relationships between faculty/staff and graduate students if they are active within the same school, department, or program, or if the faculty member has any academic, professional or supervisory authority over the graduate student. Violations of this prohibited conduct are addressed through the process identified in the Community Standards for Faculty and Staff.*

Reason for the Policy

Applicable federal, state, and local laws prohibit discrimination and harassment based on sex in the workplace and in education programs and activities, and may require Pratt to respond in particular ways to disclosures of such discrimination or harassment.

Applicability

This policy applies to the entire Pratt community, including, but not limited to, students, student organizations, faculty, administrators, and staff, whether on or off campus, and third parties such as guests, visitors, volunteers, invitees, and alumni when they are on Pratt's campus or participating in Pratt-sponsored activities.

The requirements and protections of this policy apply equally regardless of sex, sexual orientation, gender identity, gender expression, age, race, nationality, class status, ability, religion, or other protected classes covered by federal or state law. All requirements and protections are equitably provided to individuals regardless of such status or status as a Complainant, Respondent, or Witness.

Alleged incidents of Prohibited Conduct under this Policy occurring on or after the original effective date of this policy will follow the protocols and procedures outlined in this Policy. Resolution of reports made under this Policy shall follow the protocols and procedure in effect at the time the report is made. However, the definitions of Prohibited Conduct in effect at the time of the incident will govern, unless otherwise directed by the Title IX Coordinator.

Obligations in this policy assigned to a particular title, such as the Title IX Coordinator, may be designated as appropriate by the Institute.

Sex discrimination other than Title IX Prohibited Conduct in this Policy, such as allegations of pay discrimination or limitations on access to services or benefits based on sex, are to be addressed under Pratt's Discrimination, Harassment, and Bias Response Policy.

Prohibited Conduct Under this Policy

This section includes the conduct prohibited by this Policy that can be resolved through the available processes described in this Policy.

- **Title IX Sexual Harassment** is conduct on the basis of sex that satisfies one or more of the following:
 - An Institute employee conditions the provision of an aid, benefit, or service of the University on an individual's participating in unwelcome sexual conduct; or
 - Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the Institute's education program or activity; and Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Retaliation, as defined below.
- **Non-Title IX Sexual Harassment** is unwelcome conduct based on sex or gender that is so severe and/or pervasive that it has the purpose or effect of unreasonably interfering with a person's employment, academic performance or participation in the Institute's programs or activities, or creates a working, learning, program or activity environment that a reasonable person would find intimidating, hostile or offensive.

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- **Sexual Assault** is having or attempting to have sexual contact with another individual without consent or where the individual cannot consent because of age or temporary or permanent mental incapacity (*see below for definition of consent and incapacitation*). Sexual contact includes:
 - Sexual intercourse (anal, oral, or vaginal), including penetration with a body part (e.g., penis, finger, hand, or tongue) or an object, or requiring another to penetrate themselves with a body part or an object, however slight;
 - Sexual touching of the private body parts, including, but not limited to, contact with the breasts, buttocks, groin, genitals, or other intimate part of an individual's body for the purpose of sexual gratification.
 - Sexual touching may be over or under clothing and may include the Respondent touching the Complainant, the Respondent making the Complainant touch the Respondent or another person, or the Respondent making the Complainant touch the Complainant's own body.
 - **Dating Violence** includes any violence committed by a person: (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; (iii) the frequency of interaction between the persons involved in the relationship.
 - **Domestic Violence** is felony or misdemeanor crimes of violence committed by a person who is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction of the school, or a person similarly situated to a spouse of the victim; is cohabitating or has cohabited with the victim as a spouse or intimate partner; shares a child in common with the victim; or commits actions against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.
 - **Stalking** is engaging in a course of conduct on the basis of sex directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others, or suffer substantial emotional distress.

Course of conduct means two or more instances including but not limited to unwelcome acts in which an individual 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.

Stalking includes the concept of cyber-stalking, a particular form of stalking in which electronic media such as the internet, social networks, blogs, cell phones, texts, or other similar devices or forms of contact are used.

- **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** is the abuse or exploitation of another person's sexuality without consent, for the perpetrators 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.

- **Retaliation** is any adverse action taken against an individual because they were involved in the disclosure, reporting, investigation, or resolution of a report of Prohibited Conduct. Retaliation includes threats, intimidation, harassment, coercion, violence, or any other conduct that would discourage a reasonable person from engaging in activity protected under this Policy. Activity protected under this Policy may include an individual's right to make a report and/or file a complaint that Prohibited Conduct has taken place, an individual's ability to participate in the complaint resolution process, and/or an individual's good faith effort to intervene as a bystander.

The prohibition against retaliation applies to any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, any witness, or any other individuals who participate (or refuse to participate) in any manner in an investigation, proceeding, or hearing.

Retaliation may occur even where there is a finding of "not responsible" under this Policy. Good faith actions lawfully pursued in response to a report of Prohibited Conduct are not Retaliation. Retaliation should be promptly reported to the Title IX Coordinator and will be investigated and resolved by Human Resources or Student Conduct, as applicable.

- **Prohibited Conduct Specific to New York Sexual Harassment in Employment Situations** In the State of New York, the following definition of sexual harassment will be applied to situations involving employees when the definitions above (specific to Title IX) are not applicable, as determined by the Title IX Coordinator:

Sexual harassment is unlawful when it subjects an individual to inferior terms, conditions, or privileges of employment. Harassment need not be severe or pervasive to be unlawful and can be any harassing conduct that consists of more than petty slights or trivial inconveniences. Sexual harassment includes unwelcome conduct which is either of a sexual nature, or which is directed at an individual because of that individual's sex when:

- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment, even if the reporting individual is not the intended target of the sexual harassment;
- Such conduct is made either explicitly or implicitly a term or condition of employment; or
- Submission to or rejection of such conduct is used as the basis for employment decisions affecting an individual's employment

NYS workplace sexual harassment can take a variety of forms. Examples include, but are not limited to:

- Unwelcome sexual propositions, invitations, solicitations, and flirtations;
- Non-consensual sexual intercourse or other sexual contact;

- Coercive behavior, unreasonable pressure, or manipulation to compel a person to engage in sexual activity;
- Threats or insinuations that a person's employment, wages, promotional opportunities, work assignments, academic grade, classroom assignments, or other conditions of employment or academic or other collegiate life may be adversely affected by not submitting to sexual advances;
- Unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, jokes, or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene phone calls, mail, or email;
- Sexually suggestive objects, pictures, videotapes, audio recordings or literature, placed on the work or study area, if not used solely for a legitimate educational purpose;
- Non-consensual touching, grabbing, groping, pinching, or other physical contact;
- Spreading sexual rumors; distributing intimate or sexual information about another person;
- Causing or attempting to cause the incapacitation of another person in order to gain a sexual advantage over that person;
- Electronically recording, photographing, or transmitting intimate or sexual utterances, sounds or images of another person.

Definitions

- **Affirmative Consent ("Consent"):** 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 does not in and of itself, 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 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. Children under 17 years of age cannot legally consent under New York State law to having sex or sexual contact with an adult (i.e., someone who is 17 years of age or older)
- **Coercion and Force:** Consent cannot be procured by the use of physical force, compulsion, threats, intimidating behavior, or coercion. Sexual activity accompanied by coercion or force is not consensual.
 - Coercion refers to unreasonable pressure for sexual activity. When someone makes it clear that they do not want to engage in sexual activity or do not want to go beyond a certain point of sexual interaction, continued pressure beyond that point can be considered coercive. The use of coercion can involve the use of pressure, manipulation, substances, and/or force. Ignoring objections of another person is a form of coercion.

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- Force refers to the use of physical violence and/or imposing on someone physically to engage in sexual contact or intercourse. Force can also include threats, intimidation (implied threats), or coercion used to overcome resistance.
 - **Complainant:** Any individual who has reported being or is alleged to be the victim of Prohibited Conduct under this policy.
 - **Education Program or Activity:** Pratt’s “education program or activity” includes:
 - Any on-campus facility, property, or building owned or controlled by the Institute;
 - Any off-campus program or activity that Pratt has substantial control over;
 - Any off-campus premises that Pratt has substantial control over. This includes buildings or property owned or controlled by a recognized student organization; and
 - Activity occurring within computer and internet networks, digital platforms, and computer hardware or software owned or operated by, or used in the operations of Pratt’s programs and activities over which Pratt has substantial control.
 - **Formal Complaint:** “Formal complaint” means a written document (hard copy or electronic) that alleges that a Respondent committed Prohibited Conduct and requests initiation of the procedures consistent with the Policy to investigate the allegation of the conduct. A “Formal Complaint” can only be filed by a Complainant with a signature or other indication that the complainant is the person filing the formal complaint or signed by the Title IX Coordinator.
 - **Incapacitation:** Someone who is incapacitated cannot consent. A person is incapacitated when the person cannot make a rational, reasonable decision because the person lacks the ability to understand their decision. A person can become incapacitated as a result of, among other things, physical or mental impairment, involuntary physical constraint, sleep, unconsciousness, or consumption of alcohol or other drugs.
 - Where alcohol or other drugs are involved, incapacitation is a state beyond drunkenness or intoxication. The impact of alcohol and other drugs varies from person to person; however, warning signs that a person may be approaching incapacitation may include slurred or incomprehensible speech, vomiting, unsteady gait, combativeness, or emotional volatility. Evaluating incapacitation also requires an assessment of whether a Respondent knew or should have been aware of the Complainant’s incapacitation based on objectively and reasonably apparent indications of impairment when viewed from the perspective of a sober, reasonable person in the Respondent’s position. Being intoxicated or impaired by drugs or alcohol is never an excuse for committing Prohibited Conduct and does not diminish one’s responsibility to obtain informed and freely given consent. In other words, consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol.
 - **Party or Parties:** Referring to Complainant(s), Respondent(s), or both Complainant(s) and Respondent(s).
 - **Respondent:** Respondent, sometimes called the Accused, means any individual who has been reported to have engaged in Prohibited Conduct under this policy.
 - **Title IX Prohibited Conduct** includes the following, as defined in Section IV Prohibited Conduct: Title IX Sexual Harassment, domestic violence, dating violence, and stalking, when such

violations are alleged to have occurred within the Educational Program or Activity and inside of the United States.

Policy

The Title IX Coordinator

The Title IX Coordinator is charged with monitoring compliance with Title IX; providing education and training; overseeing complaints; and coordinating Pratt's investigation, response, and resolution of all reports of Prohibited Conduct under this policy. The Title IX Coordinator is available to meet with any Student, Employee, or Third Party to discuss this policy or the accompanying procedures and can be contacted at:

Dr. Bill Boerner | *Acting Title IX Coordinator* | wboerner@pratt.edu | p: 718-687-5443

Employee Reporting Obligations

Other than those serving in the capacity of Confidential Resources, described in section VII(A)(1) in this policy, all Pratt Employees must immediately report possible violations of this policy to the Title IX Coordinator.

This report must include the employee's name and contact information, and all known details about an incident, including dates, times, locations, names of involved individuals and the nature of the incident. Aside from this reporting obligation, employees will, to the fullest extent possible, maintain the privacy of an individual's information.

As per New York state law, managers and supervisors are required to report any workplace complaint of sexual harassment that they receive, or any workplace harassment that they observe in the to the Title IX Coordinator.

All employees, contractors, and volunteers who are employed or engaged by Pratt and interact with, supervise, chaperone, or otherwise oversee minors, whether during the program or in any Pratt-sponsored activity, must immediately report any suspected cases of abuse, maltreatment, and/or neglect in accordance with New York State law.

Employees who fail to comply with their reporting obligation may be subject to discipline up to and including termination.

Student Bill of Rights

All Pratt students have the right to:

- Make a report (or decline to report) to local law enforcement and/or state police;
- Have disclosures of Sexual Assault, Domestic Violence, Dating Violence, and Stalking and all other forms of Prohibited Conduct treated seriously;
- Make a decision about whether or not to disclose a crime or violation and participate in the complaint resolution process and/or criminal justice process free from pressure by the institution;
- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;

- Be treated with dignity and to receive from the Colleges courteous, fair, and respectful health care and counseling services, where available;
- Be free from any suggestion that the Complainant is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
- Describe the incident to as few representatives of the College as practicable and not be required to unnecessarily repeat a description of the incident;
- Be protected from retaliation by the Colleges, any student, the Respondent, and/or their friends, family and acquaintances within the jurisdiction of the Colleges;
- Access to at least one level of appeal of a determination;
- Be accompanied by an Advisor of choice who may assist and advise a Complainant or a Respondent during any meetings and hearings under the Policy and procedures; and
- Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or complaint resolution process of the Colleges.

Amnesty

The health and safety of every student at Pratt Institute is of the utmost importance. Pratt recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at a 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 or complainant acting in good faith who discloses any incident of domestic violence, dating violence, stalking, or sexual assault to college officials or law enforcement will not be subject to discipline under Pratt's Policy Against Drugs and Alcohol 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. This policy does not provide amnesty for drug dealers or those who use drugs or alcohol as a weapon or to facilitate Prohibited Conduct. Under Pratt's Amnesty for Drug and Alcohol Policy, personal drug use and possession, whether it is intentional or accidental, will not form the basis of faculty student disciplinary charges.

Requesting Accommodations

This policy does not alter any institutional obligations under federal disability laws including the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973.

Parties may request reasonable accommodations for disclosed disabilities to the Title IX Coordinator at any point before or during the grievance process. Accommodations will be granted if appropriate and that do not fundamentally alter the Process. The Title IX Coordinator will not affirmatively provide disability accommodations that have not been specifically requested by the Parties, even where the Parties may be receiving accommodations in other institutional programs and activities.

Requests for accommodations in connection with allegations of Prohibited Conduct should be made to the Institute's Title IX Coordinator. The Institute will provide information about the employee's request for accommodation only to those having a need to know such information in order to implement the accommodations.

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 Prohibited Conduct, for purposes of the policy, has occurred. In other words, conduct may constitute Prohibited Conduct under this policy even if law enforcement agencies lack sufficient evidence of a crime and decline to prosecute.

The filing of a complaint of Prohibited Conduct 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 ten (10) days except when law enforcement requests and justifies a longer delay.

Additional/Alternative Rights for Union Employees

Institute employees who are represented by a union may have other procedural rights pursuant to the respective collective bargaining agreement. Please refer to the collective bargaining agreement and/or contact your union representative for further information.

Procedures

This section contains the procedures to report Prohibited Conduct, as well as options for resolution, including investigations and adjudications.

Disclosing and/or Reporting Prohibited Conduct

This section includes information about how to make confidential disclosures, non-confidential disclosures, how to report to law enforcement and/or Pratt Campus Safety, as well as how to report to the Title IX Coordinator.

Reporting individuals may choose any or all of these options free from retaliation, and may receive assistance and supportive measures from Pratt regardless of which options are exercised.

Confidential Disclosure Options

The following officials may provide confidentiality. This means that disclosing Prohibited Conduct to these resources will not lead to an investigation. 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 disclose 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 others; (ii) if there is reasonable cause to suspect

that a minor has been sexually abused.

Confidential Resources for Students:

[Counseling Center](#)

ISC Building Room 314
Monday–Friday 9 AM–5 PM
718-687-5356

[Health Services](#)

Suite 117 of Willoughby Hall
215 Willoughby Avenue, Brooklyn, NY 11205
Monday–Friday 9 AM–5 PM
718-399-4542

Confidential Resources for Employees:

Employee Assistance Program (EAP Guidance Resources Program)

Call: 800-311-4327

TDD: 800-697-0353

Online: guidanceresources.com

Your company Web ID: GEN311

Non-Confidential Campus Resources

Resource Title	Email Address	Phone Number
Title IX Coordinator	titleix@pratt.edu	718-687-5369
Associate Vice President, Student Life	jkelle30@pratt.edu	718-687-5443
Student Advocate and Care Coordinator	studentadvocate@pratt.edu	718-399-4546
Human Resource Senior Employee / Labor Relations		718-687-5438

Reporting to Law Enforcement and Campus Safety

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 Campus 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](#)

For local Police and Emergency Assistance dial 911

For Pratt Campus Safety:

- Brooklyn Campus (Command Center): [718-636-3540](tel:718-636-3540) or [718-636-3541](tel:718-636-3541)
- Manhattan Campus Security Desk: [212-647-7776](tel:212-647-7776)

Disclosing or Reporting to the Title IX Coordinator

Any person may disclose sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's oral or written report.

Dr. Bill Boerner

Acting Title IX Coordinator

200 Willoughby Hall, Brooklyn NY 11205

wboerner@pratt.edu, titleix@pratt.edu, [718-687-5443](tel:718-687-5443)

A disclosure may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator. Please click [here](#) to report any misconduct related to the Title IX and Sexual Misconduct policy.

Upon receipt of a disclosure of Prohibited Conduct, the Title IX Coordinator or their designee will promptly contact the Complainant to discuss the availability of supportive measures, consider the Complainant's wishes with respect to supportive measures, inform the Complainant of the availability of supportive measures with or without the filing of a Formal Complaint, and explain to the Complainant the process for filing a Formal Complaint. The Title IX Coordinator will make an initial assessment of the reported information and respond to any immediate safety or well-being concerns raised by the report.

In this intake assessment, the Title IX Coordinator will conduct a preliminary assessment and:

- Inform the Complainant of the right to seek medical treatment, and explain the importance of obtaining and preserving forensic and other evidence;
- Inform the Complainant of the right to contact law enforcement, decline to contact law enforcement, and/or seek a protective order;
- Inform the Complainant about campus and community resources, including no-contact orders;
- Inform the Complainant of the right to file a Formal Complaint and the right to seek Informal Resolution after filing a Formal Complaint; ascertain the Complainant's expressed preference for resolution (Informal Resolution, Formal Resolution, or neither); and discuss with the Complainant any concerns or barriers to participating in any investigation and resolution by Pratt;
- Explain Pratt's prohibition against Retaliation and that Pratt will take prompt action in response to any act of Retaliation;
- Assess the nature and circumstances of the report, including whether it provides the names and/or other information that personally identifies the Complainant, the Respondent, any witness, and/or any other third party with knowledge of the reported incident;
- Ascertain the ages of the Parties, and if either of the parties is a minor (under 18), and follow any applicable reporting protocols;
- Coordinate with appropriate officials regarding Clery Act reporting, if applicable;
- Ensure that the Complainant receives a written explanation of all available resources and

options, and is offered the opportunity to meet and discuss the resources and options;

- Assess any threat to the safety or well-being of the Complainant or the Pratt community. A non-exhaustive list of safety factors to be considered by Pratt includes a Respondent's prior history, use of a weapon, use of physical violence, age of the Complainant, and other aggravating circumstances.

Where the Complainant requests that personally-identifying information not be shared with the Respondent, that no investigation be pursued, and/or that no further action be taken, the Title IX Coordinator will seek to honor the preferences of the Complainant wherever possible taking into consideration the safety factors listed above and its legal obligations. The Title IX Coordinator will determine whether the Title IX Coordinator will sign a Formal Complaint even if the Complainant declines to do so. Where the Title IX Coordinator has determined that the Colleges must proceed with a Formal Complaint despite a Complainant's request to the contrary, the Title IX Coordinator will make reasonable efforts to protect the privacy of the Complainant. However, Pratt's investigation will involve speaking with the Respondent and others who may have relevant information, in which case the Complainant's identity may have to be disclosed. In such cases, the Title IX Coordinator will notify the Complainant that Pratt intends to proceed with the Formal Complaint, but that the Complainant is not required to participate in the investigation or in any other actions undertaken by Pratt. In all cases, the initial report, intake assessment, and the determinations of the Title IX Coordinator will be documented and retained by Pratt in accordance with applicable law.

1. **Bystander Reports**

If the Institute receives a report of alleged sexual misconduct by someone other than the alleged victim (e.g., by a friend or coworker, roommate, resident advisor) 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. To the extent possible, the Institute will respond to the report of sexual misconduct as if the victim had made the initial report.

2. **Reports with Employee Respondents**

Generally, allegations of Prohibited Conduct against an employee will be addressed by the Title IX Coordinator in partnership with the Institute's Office of Human Resources. This includes student-employees when the Prohibited Conduct is alleged to have occurred in the context of their employment.

3. **Reports with Third-Party Respondents**

Any Respondent who is not an Institute student, faculty member, or staff member is generally considered a Third Party. The Institute's ability to take appropriate corrective action against a Third Party may be limited, and will depend on the nature of the Third Party's relationship, if any, to the Institute. The institute Title IX Coordinator will determine which office(s) will address allegations against all other Third-Party Respondents.

Available Supportive and Interim Measures

Supportive Measures

Complainants who report allegations that could constitute Prohibited Conduct under this policy have the right to receive supportive measures from Pratt Institute regardless of whether they desire to file a

Formal Complaint, which may include Counseling Services, Health Services, academic adjustments or modifications, reasonable assistance from Public Safety as appropriate. Supportive measures are non-disciplinary and non-punitive. Supportive Measures are also available to Respondents.

Any individual who has been the victim of sexual misconduct may request assistance in changing academic, living, transportation, and working situations, as applicable. The Institute will grant such modifications, provided they are reasonable and available, regardless of whether the victim chooses to report the crime to law enforcement.

Interim Measures

Interim measures and/or adjustments may be made to ensure safety, prevent retaliation, and avoid an ongoing hostile environment. During the fact-finding and investigatory phase, the Institute will offer and implement as applicable appropriate remediation measures including, but not limited to interim suspension, housing or academic accommodations, safety escorts and/or No Contact orders to ensure the safety of the community.

A No Contact Order is a document issued by a Pratt administrator that is designed to limit or prohibit contact or communications between the parties.

Emergency Removal

Pratt Institute retains the authority to remove a respondent from the Institute's program or activity on an emergency basis, where Pratt (1) undertakes an individualized safety and risk analysis and (2) determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of covered sexual harassment justifies a removal.

If Pratt Institute determines such removal is necessary, the respondent will be provided notice and an opportunity to challenge the decision immediately following the removal, by notifying the Title IX Coordinator in writing. The Institute will designate an individual, not otherwise involved in the case, to consider the challenge to the removal and determine if the emergency removal was reasonable.

Administrative Leave

If necessary, Pratt retains the authority to place a non-student employee respondent on administrative leave, suspension, or other discipline during a pending complaint process under this policy, with or without pay as appropriate, consistent with Institute policy and/or the respective CBA.

Advisor of Choice and Participation of Advisor of Choice

Each party has the right to choose and consult with an Advisor of their choice. The Advisor may be any person, including an attorney.

Parties in this process may be accompanied by an Advisor to any meeting or related hearing to which they are required or are eligible to attend. The Advisor is not an advocate. Except where explicitly stated by this Policy, Advisors shall not participate directly in the process, with exception that only an Advisor may conduct cross-examination during a live hearing.

Pratt Institute will provide the parties equal access to advisors; any restrictions on advisor participation will be applied equally.

A union-represented employee may also be entitled to having a union representative present in addition to their advisor of choice. The advisor and/or union representative may consult with the party that they are assisting at appropriate times, but may not interfere with the investigation or complaint resolution process.

Confidentiality

Pratt values the privacy of its students, employees, and other community members. Community members should be able to seek the assistance they need without fear that the information they provide will be shared more broadly.

Confidentiality refers to confidential resources who are not required to redisclose Prohibited Conduct to law enforcement or college officials without the disclosing party's permission, except for extreme circumstances, such as a health and/or safety emergency or child abuse. References made to privacy mean Pratt offices and employees who cannot guarantee confidentiality, but will maintain *privacy* to the greatest extent possible, such that information disclosed will be relayed only as necessary to investigate and/or seek a resolution and to notify the Title IX Coordinator or designee, who is responsible for tracking patterns and spotting systemic issues. Pratt will limit the disclosure as much as practicable.

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.

Note that Pratt will maintain as confidential any supportive measures provided to a party, to the extent that maintaining such confidentiality would not impair the ability of the Institute to provide the support measures. Pratt will keep confidential who has made a report or complaint of sex discrimination, including sexual harassment, as well as any respondent or witness, outside of necessary disclosures of information to comply with federal and state law, and to conduct an investigation or hearing under this Policy.

As to matters involving students, under federal privacy laws, the investigative report, statements of one party that are shared with the other party in the resolution process, and any documents prepared by Pratt, including documents by or for the adjudicators in advance of the hearing and the hearing transcript, constitute education records which may not be disclosed outside of the proceedings, except as may be required or authorized by law. Access to materials will be provided only by a secure method and parties and advisors are not permitted to make copies of any documents shared or make use of the documents outside of the processes described in this policy. Inappropriately sharing materials provided during this process may constitute retaliation and result in disciplinary action.

Resolution Processes

Resolution processes, including Investigations and adjudications, including Informal Resolution, are initiated with a Formal Complaint. This section describes how to file a Formal Complaint and the investigation and resolution processes available depending on the type of Prohibited Conduct alleged to have occurred. All institutional notices described in this policy will be sent to Parties through their institutional email, if applicable. It is the responsibility of Parties to maintain and regularly check their institutional accounts.

Formal Complaint

- **How to File a Formal Complaint**

To file a Formal Complaint, a complainant must provide the Title IX Coordinator a written, signed complaint describing the facts alleged.

If a complainant does not wish to make a Formal Complaint, the Title IX Coordinator may determine a Formal Complaint is necessary. Pratt will inform the complainant of this decision in writing, and the complainant need not participate in the process further but will receive all notices issued under this policy.

A complainant who files a Formal Complaint may elect, at any time, to address the matter through the Informal Resolution process described in this Policy.

- **Initial Review of Formal Complaint**

The Title IX Coordinator will review the Formal Complaint and determine which resolution processes are available given the type of Prohibited Conduct and the status of the Parties. For example, Informal Resolution of a complaint of Title IX Prohibited Conduct is not available when the Respondent is an employee and the Complainant is a student.

If new information requires the Title IX Coordinator to amend the determination about available resolution processes, the Title IX Coordinator will advise the Parties in writing.

- **Consolidation**

The Institute may consolidate Formal Complaints as appropriate, for example, if there are multiple Formal Complaints where the allegations of Prohibited Conduct arise out of the same facts or circumstances.

The Institute may consolidate complaints alleging Prohibited Conduct against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of Prohibited Conduct arise out of the same facts or circumstances.

Pratt reserves the right to use this Policy to adjudicate other allegations and conduct charges as defined by policies outside of the scope of this Policy in instances when the conduct is associated with an alleged issue of Prohibited Conduct.

- **Dismissal of a Formal Complaint**

The Title IX Coordinator *may* dismiss a Formal Complaint brought under this Policy, or any specific allegations raised within that Formal Complaint, at any time during the investigation or hearing, if:

- A complainant notifies the Title IX Coordinator in writing that they would like to withdraw the Formal Complaint or any allegations raised in the Formal Complaint;
- The respondent is no longer enrolled or employed by Pratt Institute; or
- If specific circumstances prevent Pratt Institute from gathering evidence sufficient to reach a determination regarding the Formal Complaint or allegations within the Formal Complaint.

If the Formal Complaint is dismissed before the respondent is notified about the Formal Complaint, the respondent will not be notified about the Formal Complaint. Pratt will promptly

send written notice of the dismissal of the Formal Complaint or any specific allegation within the Formal Complaint, and the reason for the dismissal, to the Complainant. The Complainant may appeal the dismissal using the appeal process in this policy.

If the Formal Complaint is dismissed after the respondent is notified about the Formal Complaint, either party may appeal the dismissal using the process in this policy. Pratt will promptly send written notice of the dismissal of the Formal Complaint or any specific allegation within the Formal Complaint, and the reason for the dismissal, simultaneously to the parties.

Timeframe

The timeframe for the formal resolution process begins with the filing of a Formal Complaint. The Grievance Process will be concluded within a reasonably prompt manner. The Institute will inform all parties in writing of an explanation for and need of an extension. Below are the general timeframes for the major stages of the grievance process. “Days” are business days where Pratt is open.

- **Investigation Stage**
 - About 60 days for the investigation
 - 10 days to review the preliminary report and to submit any response or additional information or questions
 - 5 days to respond to new evidence provided by the other party during their review of the preliminary report
 - At least 10 days between receipt of the final investigative report by the Parties and the hearing
- **Decision & Appeals**
 - Parties receive written notice of outcome 10 days or less after the hearing takes places, if applicable
 - Appeals from the Parties are due 5 days from the notice of outcome
 - If someone appeals, Pratt has 3 days to notify the other party in writing
 - The non-appealing party has 5 days to respond or submit their own appeal
 - The Appeals Panel will issue its decision within 10 days

Each party may request a one-time delay in the resolution process of up to five (5) days for good cause (granted or denied in the sole judgment of the Title IX Coordinator or designee) provided that the requestor provides reasonable notice and the delay does not overly inconvenience other parties. For example, a request to take a five-day pause made an hour before a hearing for which multiple parties and their advisors have traveled to and prepared for shall generally not be granted, while a request for a five day pause in the middle of investigation interviews to allow a party to obtain certain documentary evidence shall generally be granted. The Title IX Coordinator shall have sole judgment to grant further pauses in the process.

Notice of Allegations

The Title IX Coordinator will draft and timely provide the Notice of Allegations to all Parties. The institution will provide sufficient time for the parties to review the Notice of Allegations and prepare a

response before any initial interview.

The Notice of Allegations will include the following:

- Notice of the allegations potentially constituting Prohibited Conduct, and sufficient details known at the time the Notice is issued, such as the identities of the Parties, if known; the conduct allegedly constituting Prohibited Conduct; and the date and location of the alleged incident, if known;
- Notice of the applicable policies and procedures;
- The Student Bill of Rights;
- How to challenge participation by the Title IX Coordinator for bias or conflict of interest – which the Assistant Vice President for Student Life will resolve in their sole discretion.
- How to challenge participation by the Investigator for bias or conflict of interest – which the Title IX Coordinator will resolve in their sole discretion.
- A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process;
- A statement that the parties may have an advisor of their choice, who may be any person including a friend, relative, colleague, or an attorney;
- A statement that before the conclusion of the investigation, the parties may inspect and review evidence obtained as part of the investigation that is directly related to the allegations raised in the Formal Complaint, including the evidence upon which the Institute does not intend to rely in reaching a determination regarding responsibility, and evidence that both tends to prove or disprove the allegations, whether obtained from a Party or from any other source;
- A statement that the Institute prohibits knowingly making false statements or knowingly submitting false information to the Institute.
- A statement that retaliation is prohibited.

The Institute will issue an amended Notice of Allegations as needed if additional allegations are discovered during the course of the investigation. The parties will be provided sufficient time to review the additional allegations to prepare a response before any initial interview regarding those additional charges.

Notice of Meetings and Interviews

Pratt will provide parties with written notice of the date, time, location, participants, and purpose of meetings to which they are invited, including hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate.

Investigations

In all investigations into alleged sexual misconduct, the Institute will evaluate 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. The respondent will be found to be responsible for the alleged sexual misconduct if the Investigator concludes, based upon careful review of all information presented, that it is more likely than not that such sexual misconduct occurred. The Title IX Coordinator or designee will perform an investigation under a reasonably

prompt timeframe of the conduct alleged to constitute covered sexual harassment after issuing the Notice of Allegations.

Pratt and not the parties, has the burden of proof and the burden of gathering evidence, i.e. the responsibility of showing a violation of this policy has occurred. This burden does not rest with either party, and either party may decide not to share their account of what occurred or may decide not to participate in an investigation or hearing. This does not shift the burden of proof away from Pratt and does not indicate responsibility.

Relevance in Evidence and Questions

“Relevant” evidence and questions refer to any questions and evidence that tends to make an allegation of sexual harassment more or less likely to be true.

The following are not relevant:

- Evidence and questions about the complainant’s sexual predisposition or prior sexual behavior unless:
 - They are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or
 - They concern specific incidents of the complainant’s prior sexual behavior with respect to the respondent and are offered to prove consent.
- Evidence and questions that constitute, or seek disclosure of, information protected under a legally recognized privilege.
- Any party’s medical, psychological, and similar records unless the party has given voluntary, written consent.

All parties must submit any evidence they would like the investigator to consider prior to when the parties’ time to inspect and review evidence begins.

Pratt cannot access, consider, or disclose medical records without a waiver from the party (or parent, if applicable) to whom the records belong or of whom the records include information.

Inspection and Review of Evidence

At the conclusion of all interviews and fact gathering, and when the evidence has been gathered, the Investigator will provide each party the opportunity to review all of the evidence gathered that is directly related to the allegation(s). This will include both inculpatory and exculpatory evidence and may include evidence that is not relied upon in making a determination. The purpose of the inspection and review process is to allow each party the equal opportunity to meaningfully respond to the evidence prior to conclusion of the investigation.

Given the sensitive nature of the information provided, Pratt will facilitate this review in a secure manner. Neither the parties nor their advisors may copy, remove, photograph, print, image, videotape, record, or in any manner otherwise duplicate or remove the information provided. Any student or employee who fails to abide by this may be subject to discipline. Any Advisor who fails to abide by this may be subject to discipline and/or may be excluded from further participation in the process.

The Parties have ten (10) business days after reviewing the preliminary report and the evidence packet to submit a response in writing to the Investigator, if they choose. Such a response may include

additional comments or information, identify additional witnesses or evidence, or submit any further questions to be directed by the Investigator to other parties or witnesses. The Investigator will incorporate any response provided by the parties into the Final Investigative Report.

Upon receipt of each party's response to the evidence reviewed, the Investigator will determine if any additional investigation is needed. If new relevant evidence is provided by either party, or gathered by the Investigator, the newly gathered evidence (including answers to clarifying questions) will be made available for review by each party. Each party will have five (5) business days in which to respond to the new evidence. Each may provide a response in writing, or orally, to the Investigator. The Investigator will incorporate any oral and/or written response provided by the parties into the Investigation Report.

The institution will provide access to copies of the parties' written responses to the investigator to all parties and their advisors, if any.

Any evidence subject to inspection and review will be available at any hearing, including for purposes of cross-examination.

Inclusion of Evidence Not Directly Related to the Allegations

Evidence obtained in the investigation that is determined in the reasoned judgment of the Investigator not to be directly related to the allegations in the Formal Complaint will be included in the appendices to the Investigative Report

Final Investigative Report

The Investigator designated by the Title IX Coordinator will create a Final Investigative Report. The Investigative Report is not intended to catalog all evidence obtained by the investigator, but only to provide a fair summary of that evidence.

Only relevant evidence (including both inculpatory and exculpatory – i.e. tending to prove and disprove the allegations – relevant evidence) will be referenced in the Investigative Report.

The Investigator may redact irrelevant information from the Investigative Report when that information is contained in documents or evidence that is/are not relevant and/or not permissible.

Live Hearing Adjudication Process

In cases involving Title IX Prohibited Conduct with a student or employee respondent, and in cases involving Prohibited Conduct (including retaliation) with a student respondent, formal resolution includes a live hearing. All participants shall be subject to Pratt's Rules of Decorum. Pratt will not threaten, coerce, intimidate or discriminate against any party in an attempt to secure a person's participation.

- **Initiating the Hearing**

Within ten (10) calendar days prior to the date of the hearing, the Title IX Coordinator will notify the parties in writing of the specific charge, the date, time, and location of the hearing, the name of the Decision-Maker, and how to challenge participation by the Decision-Maker for bias or conflict of interest – which the Title IX Coordinator will resolve in their sole discretion. Pratt may, at the discretion of the Title IX Coordinator, postpone the hearing or determine that multiple hearing sessions are necessary for a continuance. Good causes for extension may

include the unavailability of the parties, the timing of semester breaks or holidays designated by Pratt, or other extenuating circumstances requiring more time. Any extension, including the reason for the extension, will be shared with the parties in writing. The Complainant or the Respondent may seek to postpone the hearing. Permission to postpone a hearing may be granted provided that the request to do so is based on a compelling need and communicated to the Title IX Coordinator prior to the time of the hearing.

- **Hearing Format**

The live hearing may be conducted with all parties physically present in the same geographic location, or, at Pratt's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually through a video conferencing option. This technology will enable participants simultaneously to see and hear each other. At its discretion, Pratt may delay or adjourn a hearing based on technological errors not within a party's control.

A typical hearing may include brief opening remarks by the Complainant and/or Respondent, with follow-up questions posed by the Decision-Maker, information presented by the parties or witnesses deemed relevant by the Decision-Maker, with follow-up question for the parties or witnesses by the Adjudicator and the parties' Advisors for cross-examination, and brief concluding remarks by the Complainant and Respondent.

- **Attendance by and Participation of Parties**

All Parties have a right to be present at the hearing. Parties may be accompanied in the hearing by an Advisor of their choice and must provide the name of their Advisor to the Title IX Coordinator at least three (3) calendar days prior to the hearing.

Pratt may still proceed with the live hearing in the absence of a party and/or witness(es) may reach a determination of responsibility in their absence. 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 appear at the hearing, Pratt will provide an advisor to appear on behalf of the non-appearing 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.

- **Attendance by and Participation of Witnesses**

The parties may submit to the Title IX Coordinator a list of witnesses they believe have relevant information to the outcome of the hearing. The Decision-Maker/s will review the parties' requested witnesses and consider any other witnesses. The Decision-Maker has discretion to determine which witnesses are relevant and may decline to hear from witnesses where they conclude that the information is not necessary for the review. Witnesses will only be permitted to attend the hearing during their own testimony.

- **Recording & Transcripts**

All proceedings will be audio recorded. A transcript of the recording will be made available to the parties for inspection and review. This will be the sole recording of the hearing; no Party, Advisor, or witness is permitted to record the hearing, or any portion of the hearing. Any unauthorized recording may result in disciplinary action.

- **Expectations of Decorum**

- The following Expectations of Decorum are to be observed in the hearing, during cross-examination questioning, and as applicable to any meetings associated with resolution of a Formal Complaint; and applied equally to all parties and Advisors. The Title IX Coordinator will have the authority to remove from the meeting, process, or hearing an involved party and/or Advisors who do not comply with the Expectations of Decorum.
- Questions must be conveyed in a neutral tone.
- Parties and Advisors will refer to other parties, witnesses, Advisors, and institutional staff using the name and gender used by the person and shall not intentionally mis-name or mis-gender that person in communication or questioning.
- No party may act abusively or disrespectfully during the hearing toward any other party or to witnesses, Advisors, or Adjudicators.
- While an Advisor may be an attorney, no duty of zealous advocacy should be inferred or enforced within this forum.
- The Advisor may not yell, badger, or physically “lean in” to a party or witness’ personal space. Advisors may not approach the other party or witnesses without obtaining permission from the Adjudicator.
- The Advisor may not use profanity or make irrelevant ad hominem attacks upon a party or witness. Questions are meant to be interrogative statements used to test knowledge or understand a fact, they may not include accusations within the text of the question.
- The parties may not ask repetitive questions. This includes questions that have already been asked by the Adjudicator, the Advisor in cross-examination, or the party or Advisor in direct testimony. When the Adjudicator determines a question has been “asked and answered” or is otherwise not relevant, the parties must move on.
- Parties and Advisors may take no action at the hearing that a reasonable person in the shoes of the affected party would see as intended to intimidate that person (whether party, witness, or official) into not participating in the process or meaningfully modifying their participation in the process.

- **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 during the investigation 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/s will consider this request and make a determination regarding:

- whether such evidence or witness testimony was unavailable by reasonable effort prior to the hearing, and
- 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/s 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. Alternatively, should the newly-discovered evidence require additional fact-gathering, the Decision-Maker/s may send the case back to the investigator for any further investigation as may be required. In this case, the investigator will issue an amended Investigation Report, to which the Parties shall have an opportunity to respond. Depending on the amount of new evidence, the Institute may shorten the second review and response period, as determined by the Title IX Coordinator. The amended Investigation Report, along with any response(s), shall then be provided to the Parties, their Advisor, and to the Decision-Maker/s.

- **Hearing Advisors**

As per this policy, in the event that a party does not have an Advisor present at the live hearing, the Institute must provide an Advisor, without fee or charge to that party, who may be, but is not required to be, an attorney to conduct cross-examination on behalf of that party. At the hearing, the Adjudicator will permit each party's Advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility. Such cross-examination at the live hearing must be conducted directly, orally, and in real time by the party's Advisor of choice and never by a party personally. Advisors provided by the Institute will be adults with an understanding of the purpose of cross-examination, and may be attorneys or have training commensurate to attorneys with respect to conducting cross-examination.

- **The Decision-Maker**

At Pratt's discretion, the Decision-Maker will be a single adjudicator or a hearing panel of three (3) individuals, with one panel member serving as chairperson. The Decision-Maker will not be the case Title IX Coordinator, Title IX Investigator, or advisor to any party in the case, nor may any Decision-Maker serve on the appeals body in the case.

The Decision-Maker determines responsibility regarding whether the policy was violated, and determines which sanctions will apply if any. Where a student is found responsible for a violation of this Policy, the Title IX Coordinator will designate an appropriate administrator from the Institute to provide a record of disciplinary history to the Decision-Maker. The Decision-Maker will then determine the appropriate sanction(s).

The Decision-Maker may not 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.

- **Cross-Examination**

Before any cross-examination question is answered, the Decision-Maker/s will determine if the question is relevant. 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.

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/s.

The Decision-Maker shall have the authority to determine whether questions shall be submitted in writing (whether by using a "chat" feature of the video-conferencing platform, email, or a similar mechanism), prior to being asked, so as to facilitate the Decision-Maker's ability to understand the question before making any determination of relevance.

- **Standard of Proof**

Pratt uses the preponderance of the evidence standard for investigations and determinations regarding responsibility of Formal Complaints covered under this policy. This means that the investigation and hearing determine whether it is more likely than not that a violation of this policy occurred.

- **Notice of Outcome**

The notice of outcome is a written determination regarding responsibility that will be issued simultaneously to all parties. If there are no extenuating circumstances, the determination regarding responsibility will be issued by Pratt within ten (10) business days of the completion of the hearing.

The notice of outcome will include:

- Identification of the allegations potentially constituting covered sexual harassment;
- A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
- Findings of fact supporting the determination;
- Conclusions regarding which section of this policy or other college policy, if any, the respondent has or has not violated.
- For each allegation:
 - A statement of, and rationale for, a determination regarding responsibility;
 - A statement of, and rationale for, any disciplinary sanctions the recipient imposed on the respondent; and
 - A statement of, and rationale for, whether remedies designed to restore or preserve equal access to Pratt's education program or activity will be provided by Complainant, except that the remedies provided shall not be shared with the Respondent; and
- Pratt's procedures and the permitted reasons for the complainant and respondent to appeal.
- How to challenge participation by the Appeal Panel for bias or conflict of interest – which the Title IX Coordinator will resolve in their sole discretion.

If the Parties do not file an appeal, the determination is final at the expiration of the time to file an appeal. If any of the Parties file an appeal, the determination regarding responsibility becomes final on the date that the Institute provides the Parties with the appeal determination.

- **Appeals**

Each party may appeal (1) the dismissal of a Formal Complaint or any included allegations and/or (2) a determination regarding responsibility. To appeal, a party must submit their written appeal within five (5) business days of being notified of the decision, indicating the grounds for the appeal. The notice of outcome will include instructions on how to submit the written appeal.

The limited grounds for appeal available are as follows:

- Procedural irregularity that affected the outcome of the matter (i.e. a failure to follow the

Institute's own procedures);

- New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;
- The Title IX Coordinator, Investigator(s), or Decision-Maker, including a hearing panel member, had an actual conflict of interest or demonstrated bias for or against an individual party, or for or against complainants or respondents in general, that affected the outcome of the matter.
- The sanction is objectively unreasonable in light of the facts and circumstances.

When an appeal is submitted, any sanction is placed on hold until the appeal is resolved. Interim Measures remain in effect and Supportive Measures remain available while the appeal is pending.

If a party appeals, the other party will be notified, in writing, and will then have five (5) business days to respond to appeal or submit their own appeal, if they wish. The appeals process is documentary only, and no hearing is held.

Appeals will be decided by an appeals panel, appointed by the Title IX Coordinator, who will be free of an actual conflict of interest and/or demonstrated bias, and who have not served as investigator, Title IX Coordinator, or Decision-Maker in the same matter.

The outcome of the appeal, including the rationale for the decision, will be provided in writing simultaneously to both parties ten (10) business days from the date submissions were due from the parties.

- **Transcript Notation**

Consistent with the Student Conduct Policy, the Institute will make a notation on the transcripts of students found responsible for Prohibited Conduct or withdraw with the Formal Complaint pending if the Prohibited Conduct constitutes a crime of violence.

As applicable, the AVP for Student Life or Title IX Coordinator will direct the Institute's Registrar to make a notation on a student's transcript when that student is found responsible for crimes of violence, or withdraws pending a charge for a crime of violence. Crimes of violence are criminal homicide, rape, incest, fondling, robbery, aggravated assault, burglary, motor vehicle theft, and arson.

The notation will state 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." If a student withdraws with charges pending, the notation will read "withdrew with conduct charges pending."

Notations following an expulsion are permanent. One year after the conclusion of the suspension, Respondents who have been suspended may appeal to an appeals panel, requesting the removal of the notation. A Respondent may appeal the notation regarding suspension no more than one time per year by writing to the AVP for Student Life or Title IX Coordinator as applicable, who will submit the appeal to the panel for review and determination.

Adjudication Process for Employee Respondents – Non-Title IX

The following details the next steps after the investigation in cases involving Non-Title IX Prohibited Conduct with an employee respondent.

Upon completion of the investigation, the Investigator will provide to the Assistant Vice President of Human Resources a written statement of the determination and recommended actions, including any discipline of an employee.

- **Employee Sanctions**

The Assistant Vice President of Human Resources or their designee will determine the appropriate sanction for any employee who is determined, after an investigation, to have engaged in a violation of this policy. Sanctions may include oral or written warning, reprimand, withholding of a promotion, demotion, re-assignment, suspension with or without pay, compensation adjustment, or discharge.

In determining an appropriate sanction, the Assistant Vice President of Human Resources, in consultation with the appropriate Pratt personnel, will consider the nature and severity of the violation as well as any prior discipline or record of past violations of Institute policies, as well as the nature and severity of such past violation(s).

Within five (5) business days from the completion of the investigation and determination, the Institute will communicate the findings and intended actions to the complainant and respondent. 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 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.

- **Appeals**

Either party may appeal the determination of the Investigator and/or the disciplinary decision of the Assistant Vice President of Human Resources. A party has three grounds under which to appeal: a) there is new evidence that was not reasonably available at the time of the investigation or hearing, b) procedural errors were committed in the investigation of the complaint that had an impact on the determination, and/or c) the sanctions are not consistent with past practices or the severity of the alleged sexual misconduct.

A party wishing to appeal may file an appeal in writing, including the basis for the appeal, with the Title IX Coordinator within ten (10) business days after the date the decision is rendered.

The Title IX Coordinator will promptly provide the non-appealing party with an opportunity to view the appeal. The non-appealing party may file a written response to the appeal within 10 business days of viewing the appeal.

Within ten (10) business days of the filing of the appeal, or, if the non-appealing files a response to the appeal, within ten (10) business days of the filing of such response, the President or his/her designee will review the record and findings to determine if there is a legitimate basis of appeal under one of the reasons outlined above. If not, the appeal will be denied. If there is a basis for appeal, there may be further inquiry. Except for appeals brought under (a) above, the entire appeal inquiry process will be based on the appealing party's appeal, the non-appealing party's response, and the investigator's record of the case. Otherwise, no additional evidence is allowed and no additional witnesses may be heard. The President or his/her designee will make

a final determination based on the record of the investigation and the appeal and issue final determination letters to the respondent and the complainant concurrently.

Informal Resolution

Background

Informal resolution is a voluntary, remedies-based, structured interaction between or among affected parties that balances support and accountability. Informal resolution is designed to eliminate the Prohibited Conduct, prevent its recurrence, and remedy its effects in a manner that meets the needs of the complainant while maintaining the safety of the campus community. Informal resolution may not be used in cases where an employee is alleged to have committed Title IX Sexual Harassment against a student. Informal Resolution will not be used to impose disciplinary action against the Respondent and will not be reported to third parties; however, it may be taken into consideration in the event of future findings of responsibility for Prohibited Conduct or other violations of Pratt's policies.

Availability of Informal Resolution Process

The Parties may elect to enter Pratt Institute's informal resolution process at any time after the filing of the Formal Complaint by making a written request to the Title IX Coordinator.

Informal Resolution is not available to resolve a student Complainant's allegation that an employee has engaged in Title IX Prohibited Conduct.

Use of the informal resolution process is voluntary, and both the Complainant, Respondent, and Title IX Coordinator must agree to use of the Informal Resolution process. No Party may be required to participate in informal resolution, and Pratt Institute will not condition enrollment, employment, or enjoyment of any other right or privilege upon agreeing to informal resolution.

At any time after the commencement of the informal resolution process, the Title IX Coordinator or designee may determine that the informal resolution process is not an appropriate method for resolving the matter, and may require that the matter be resolved through the formal process.

Factors that the Title IX Coordinator or designee may weigh in considering the appropriateness of the informal resolution process include, but are not limited to, the gravity of the allegations, whether there is an ongoing threat of harm or safety to the campus, whether the respondent is a repeat offender, and whether the Parties are participating in good faith. The Title IX Coordinator's determination on whether Informal Resolution is appropriate is not subject to appeal.

Exiting the Informal Resolution Process

Either Party, or the Title IX Coordinator, may end the Informal Resolution Process, at which time the investigation and/or adjudication will return to the formal process. Information disclosed or obtained for purposes of the informal resolution process may be incorporated into the formal investigation and live hearing, provided that this information is disclosed and reviewed by the Parties under the investigatory and hearing procedures described in the Title IX Grievance Process.

Required Written Notice

If a party requests the initiation of an alternative resolution process and the Title IX Coordinator agrees that the matter is appropriate for alternative resolution, each party will receive a written notice that discloses:

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- The allegations;
 - The requirements of the alternative resolution process, including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations;
 - The parties' right to withdraw from alternative resolution and resume or initiate disciplinary resolution with respect to the formal complaint; and
 - Information about maintenance of records or how records could be shared.

Available Restorative Approaches

With approval from the Title IX Coordinator, after consultation and intake with the alternative resolution coordinator, the complainant and the respondent may voluntarily agree on the process(es) that best meets the interests and needs of the parties, including:

Facilitated Dialogue: A structured and facilitated conversation between two or more individuals, most often the complainant, the respondent, and/or other community members. The focus is often on providing a space for voices to be heard and perspectives to be shared. Depending on stated interests, the participants may sometimes work towards the development of a shared agreement, although working towards an agreement is not always the intended outcome.

Restorative Circle or Conference Process: A facilitated interaction where the individuals who have experienced harm can come together with an individual(s) who assumes responsibility for repairing the harm (to the extent possible). A circle or conference may include multiple members of the community to explore individual and community impact, harm, obligations, and opportunity for repairing them. Parties must agree on all those who will be present.

Shuttle Negotiation: An indirect, facilitated conversation (either verbally, or through written communications) individually with the complainant, the respondent, and/or other participants to discuss experience and perspective and explore interests while working towards meeting expressed needs. This negotiated process does not require direct interaction between the parties or the parties and other participants, but rather, independently, with a coordinator.

Role of the Facilitator

Informal resolution processes are managed by facilitators, who may not have a conflict of interest or bias in favor of or against complainants or respondents generally or regarding the specific Parties in the matter. The Title IX Coordinator may serve as the facilitator, subject to these restrictions.

All facilitators must have training in the definition of sexual harassment under 34 C.F.R. § 106.30(a), the scope of the institution's education program or activity, how to conduct informal resolution processes, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, or bias.

Written Informal Resolution Terms

The terms of the Informal Resolution will be in writing. Once the Parties, and the Title IX Coordinator, have agreed, in writing, to the terms of the Informal Resolution, the agreement is considered final, and is not subject to withdrawal or appeal. Both Parties are equally bound to follow the terms of the Informal Resolution agreement.

Outcomes of Informal Resolutions

Measures that may be agreed to as a result of the alternative resolution process may include:

- Alcohol education classes for the respondent;
- Regular meetings for a Respondent with an appropriate College individual, unit, or resource;
- Permanent extension of a (one-way, or mutual) no contact directive;
- Restriction from participation in specific clubs and/or organizations;
- Respondent restriction from participation in particular events;
- Respondent completion of an educational plan with regular meetings with the applicable resolution coordinator or other appropriate College staff or faculty member.

Confidentiality

In entering the informal resolution process, the Parties agree that any testimony and evidence (including admissions of responsibility) they share or receive during the informal resolution process concerning the allegations of the Formal Complaint is confidential while the parties are participating in the informal resolution process. No evidence concerning the allegations obtained within the informal resolution process may be disseminated to any person, provided that any Party to the informal resolution process may generally discuss the allegations under investigation with a parent, friend, advisor, or other source of emotional support, or with an advocacy organization.

Internal and External Inquiry Resources

Inquiries about Pratt's application of Title IX and its implementing regulations, Title VII of the Civil Rights Act of 1964, the Clery Act, as amended by VAWA, and, in New York, the New York State and City human rights laws and Article 129-B of the New York Education Law, under this policy may be addressed to Pratt's Title IX Coordinator. Inquiries concerning the Clery Act or VAWA may also be referred to the United States Department of Education, Clery Act Compliance Division. Inquiries concerning the application of Title IX and its implementing regulations may be referred to the United States Department of Education, Assistant Secretary, Office for Civil Rights, at OCR@ed.gov or (800) 421-3481.

Revisions to this Policy

Pratt Institute has the right to revise this Policy at any time. Any new or revised Policy shall be deemed to be in effect upon being published on the Institute's Office of Title IX and Nondiscrimination website. Any matters already under way shall continue under the procedures in effect as of the date of the written Notice of Allegations, unless the Parties are otherwise provided written notice that a different policy or procedure shall apply.

Related Policies

- [Community Standards](#)
- [Nondiscrimination and Anti-Harassment](#)

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 Campus Safety**
Brooklyn Campus (Command Center – 24/7) – (718) 636-3540
Manhattan Campus 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)
- **NYC Health + Hospitals/Woodhull Sexual Assault Response Team**
760 Broadway, Brooklyn, NY 11206
(718) 963-8000
- **NYC Health + Hospitals/Bellevue Sexual Assault Response Team SAFE Center**
462 First Avenue, New York, NY 10016
(212) 562-5555
- **NYC Health + Hospitals/Kings County Rape Crisis Center**
451 Clarkson Ave, Brooklyn, NY 11203
(718) 245-3131
- **Mount Sinai Beth Israel Petrie Campus Rape Crisis Center**
First Avenue at 16th Street, New York, NY 10003
(212) 420-2000
- **NYC Health + Hospitals/South Brooklyn Health**
2601 Ocean Parkway, Brooklyn NY 11235
(718) 616-4400
- **NYC Health + Hospitals/Queen Sexual Assault Response Team SAFE Center**
82-68 164th St, Jamaica, NY 11432
(718) 883-3000
- **NYC Health + Hospitals/Elmhurst Sexual Assault Response Team SAFE Center**
79-01 Broadway, Elmhurst, NY 11373
(718) 334-4000
- **Brooklyn Hospital**
121 DeKalb Ave
(718) 250-8075

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- **NYU Langone Hospital**
150 55th St
(718) 630-7185
 - **Mount Sinai Morningside**
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.

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 Campus 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 Campus Safety of the presence of such an individual.

Information concerning registered sex offenders transmitted to the Department of Campus Safety by the State (DCJS) may be obtained in the Department of Campus Safety Administrative Offices located in **Chapel Hall, Room 003 & 005**.

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, Campus Safety, and Health and Counseling Services.

On-Campus and Off-Campus Support Resources

Pratt Important Phone Numbers

Pratt Institute's Department of Campus Safety

Command Center Eng. 108 and Administrative Offices Chapel Hall, 003 and 005

718.636.3540

Pratt Institute's Office of Title IX and Nondiscrimination

215 Willoughby Residence Hall

First Floor

Monday through Friday

718.687.5369

Pratt Institute's Learning Access Center

I.S.C. Building (Information Science Center)

First Floor, Room 104

Monday through Friday

718.802.3123

Pratt Institute's Counseling Center

I.S.C. Building (Information Science Center)

Third Floor

Monday through Friday

718.687.5356

Pratt Institute's Health Services
215 Willoughby Residence Hall
Suite 117 on the 1st 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.
- Whether or not you choose to notify Campus 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),

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- 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 Campus 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.

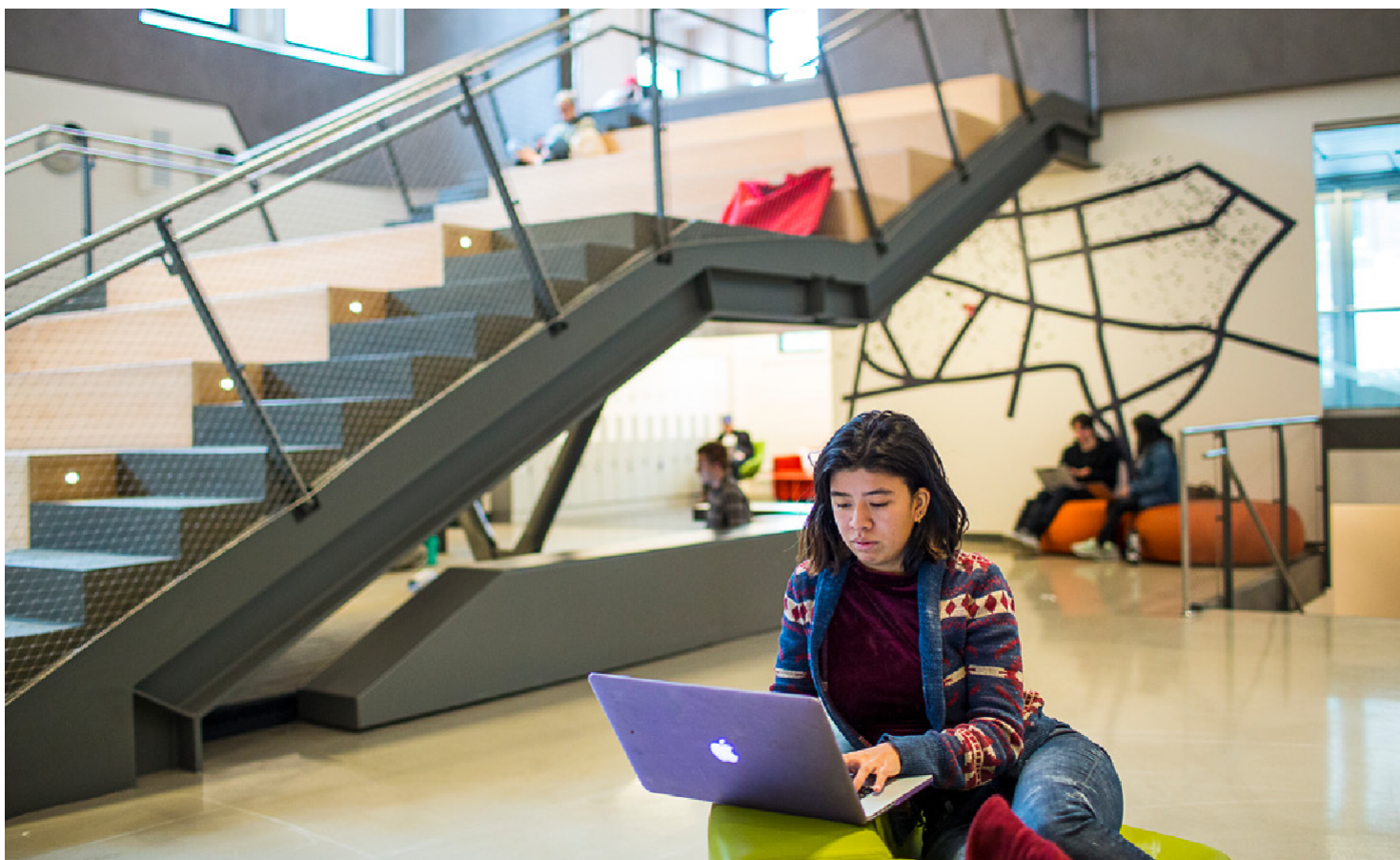


Pratt Institute's Illegal Weapons Policy

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.

Academic and Administrative Buildings

Campus academic and administrative buildings are secured by the campus 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 campus 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 campus 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 Campus 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 Campus 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 Campus 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 Campus Safety 2023 Annual Fire Safety Compliance Report

Prepared by the Department of Campus Safety

Includes the Institute's Campus Safety Fire Practices and Standards for the 2023-2024 Academic Year and Fire Statistics for Calendar Years 2020, 2021, and 2022.

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 Campus 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 Campus Safety Administrative Office, located in Chapel Hall, room 003 & 005.

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 2020, 2021, and 2022. 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 Campus 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 2020, 2021, and 2022 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 Campus 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 Campus 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 Campus 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 Campus 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 Campus 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 2023/2024) <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 Pratt Campus Safety at extension 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 Campus Safety when it's safe to. Pratt Campus 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 Campus Safety was notified or has already responded, the community member should immediately notify the Department of Campus 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 implementing improvements to the fire alarm systems at 100 Grand Avenue residence hall, Chemistry, Machinery, and Engineering campus buildings. The Office of Facilities Management is also upgrading the methods by which Pratt Institute's fire alarm panels communicate with Central Station Monitoring and the New York City Fire Department campus-wide.

The fire statistics for on-campus resident facilities for the calendar years 2020, 2021, and 2022 are provided on the next page.

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

Three-Year Comparison

2020 Annual Fire Report on Residence Halls

Residence Hall	Fire	Fire Category and Cause	Injuries	Deaths	Property Damage
Willoughby Hall 215 Willoughby Avenue	0	Unintentional / Cooking	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	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

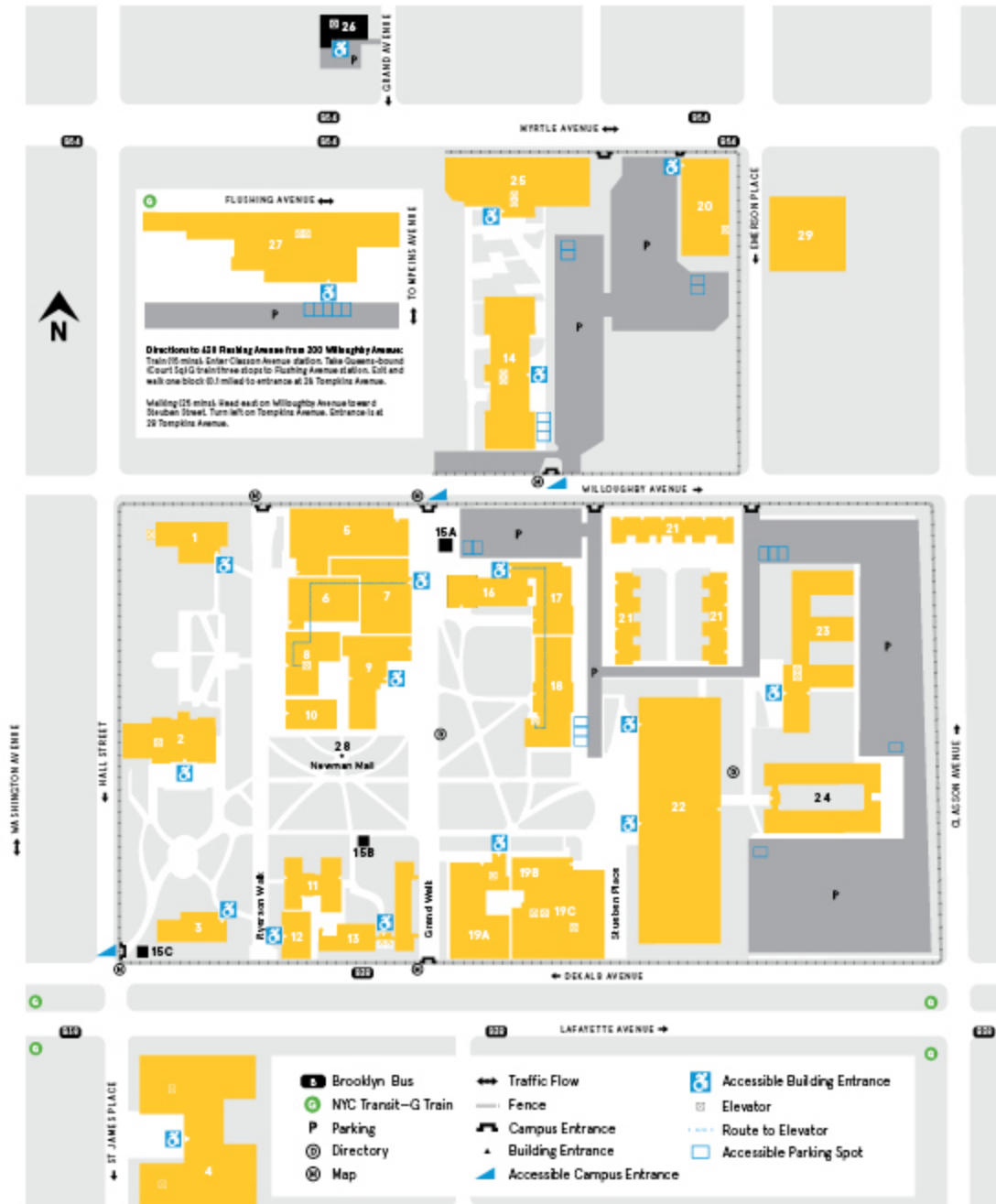
Categories: Intentional, Unintentional, Undetermined

2022 Annual Fire Report on Residence Halls

Residence Hall	Fire	Fire Category and Cause	Injuries	Deaths	Property Damage
Willoughby Hall 215 Willoughby Avenue	1	Unintentional / Stove Fire	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

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. Stauben Hall | 28. Newman Hall 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 | | |