

# Pratt Institute

## 2025 Annual Security and Fire Safety Compliance Report



**Pratt**

Prepared by the Department of Public Safety  
Includes Policy Statements, Crime and Fire Statistics for calendar  
years 2022, 2023, and 2024.



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# Pratt Institute 2025 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, one of our highest priorities is a commitment to safety and security. During the past year, our dedicated Campus Safety officers remained a consistent presence supporting our care for the educational, social, and emotional needs of our students, and the health and safety of all community members. As valued essential workers, they have been, and continue to be, ambassadors to our campus community, providing assistance, direction, or response to a crisis.

Please 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

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## 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 2025 Annual Security and Fire Safety 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



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# 1. 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.

### 1.1. Introduction

Pratt's Department of Campus Safety is responsible for providing campus safety and 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 and #005. The Campus Safety Command Center, located in the Engineering Building, room #108, provides **24/7** operations and coordinates all campuswide 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](mailto: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 campus safety at Pratt Institute 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

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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 Campus Safety and the NYPD.

## **1.2. 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.

## **1.3. Partnership with Emergency Service Agencies**

### **1.3.1. 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.

### **1.3.2. 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.

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## 2. Security Awareness and Crime Prevention Programs

### 2.1. Introduction

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 as 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

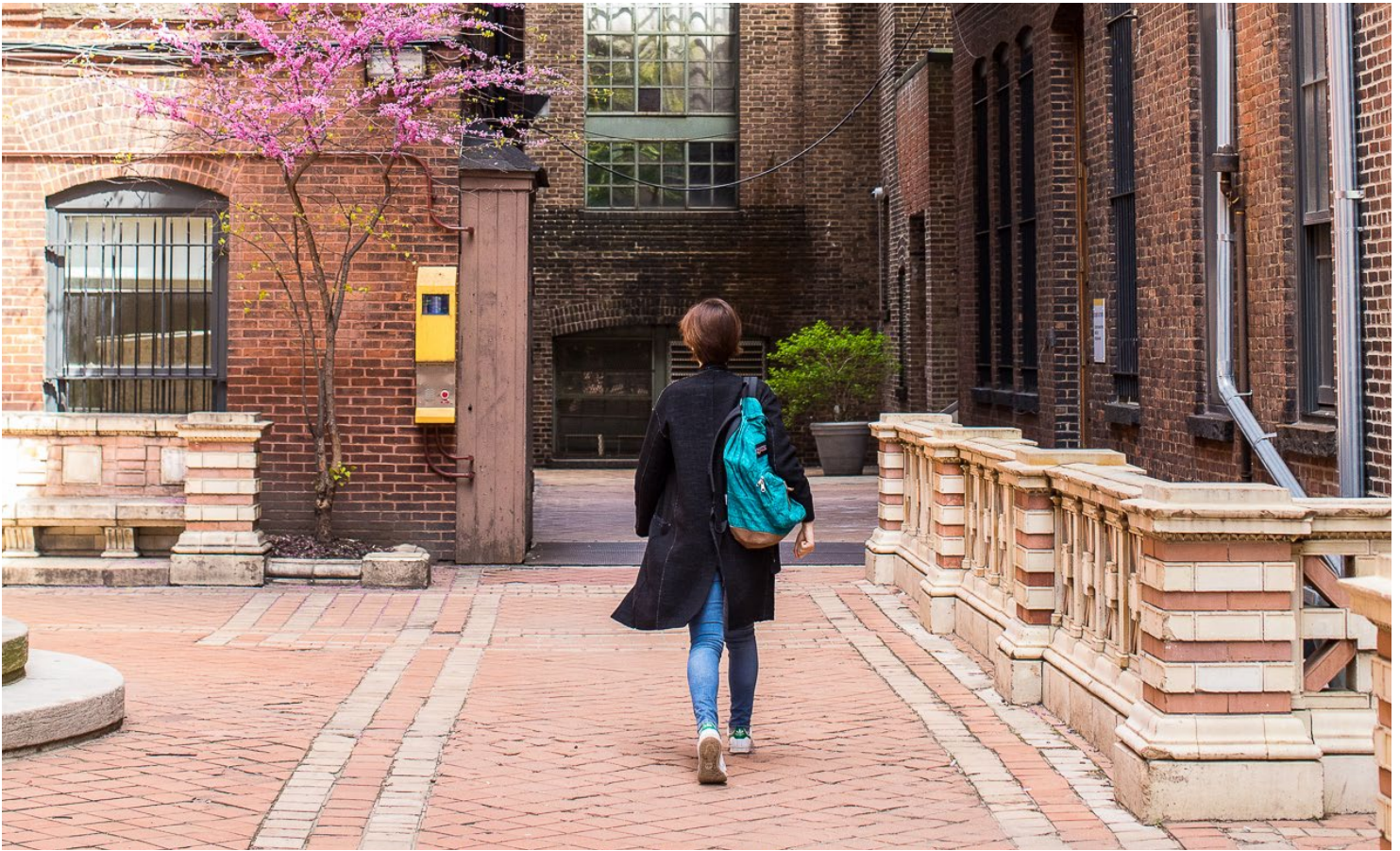
### 2.2. Crime and Sexual Assault Prevention Programs

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**  
**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 use a car service.

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- 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.

### **2.2.1. 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.



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## 3. Emergency Preparedness

### 3.1. 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 campuswide “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 (UCR) 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 treat 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 Campus Safety, Campus Safety and Preparedness Division at the Pratt Institute 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 Campus Safety, Campus Safety and Preparedness Division at the Pratt Institute or their designee may also post a timely warning

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notice on the Department of Campus Safety's web page Security and 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.

## 3.2. 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.

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If there is an immediate threat to the health or safety of students or employees 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.

### **3.3. 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 of 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 of Campus Safety**  
**Department of Campus Safety**  
**Tel: 718-636-3540**  
[jdell376@pratt.edu](mailto:jdell376@pratt.edu)



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**Tyrone Spence - Associate Director of Campus Safety**  
**Department of Campus Safety**  
**Tel: 718-636-3540**  
[tspence@pratt.edu](mailto:tspence@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.



## 4. Missing Persons Student Policy and Procedures

### 4.1. 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 Campus Safety Act, who resides in a facility owned or operated by 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

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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.

## 4.2. 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 718.399.455,
- 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.



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# 5. The Jeanne Clery Campus Safety Act



## CLERY ACT & CRIME REPORTING

### 5.1. 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 this consumer protection 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.

The Stop Campus Hazing Act was signed into law in 2024 and requires institutions of higher education (IHEs) that participate in federal student aid programs to report hazing incidents starting in 2025. It also renames the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as the Jeanne Clery Campus Safety Act.

### 5.2. 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.

#### 5.2.1. 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,

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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 2022, 2023, and 2024 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.

### **5.2.2. 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.

### **5.2.3. 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:

#### **5.2.3.1. On Campus**

1. 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
2. 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).
3. On-Campus Residence Halls Are a Subset of On-Campus Geography; residence halls are located within the on-campus property.

#### **5.2.3.2. 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.

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#### 5.2.3.3. Public Property

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

### 5.3. Legal Requirements of the Campus Security Act

The Jeanne Clery Campus Safety Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other Institute officials who have “significant responsibility for student and campus activities.
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing threat to students and employees.
- Disclose in a public crime log any crime that occurred on campus or within the patrol jurisdiction of the campus police or the Campus 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.

### 5.4. 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. Pratt makes the crime log for the most recent 60-day period available for public inspection during normal business hours. Older portions of the log must be made available within two business days of a request.

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 and 005. This log may be viewed Monday through Friday during normal business hours.



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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](mailto:publicsafety@pratt.edu).

## 5.5. 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 the **Chapel Hall, Room #003 and 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](mailto: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](#).

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## 6. 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.

### 6.1. 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 the Office of Institutional Equity and 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, Nondiscrimination and Anti-Harassment Disclosure Form. All Institute employees, with the exception of designated confidential employees, must report incidents of sexual assault (including dating violence, domestic violence, stalking, and other forms of unlawful discrimination and harassment) to the Office of Institutional Equity and Title IX.

### 6.2. 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.

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**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.

## 6.3. 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](mailto:publicsafety@pratt.edu) or via the [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.

### 6.3.1 Hazing Reporting Procedures

All members of the Pratt community are encouraged to report suspected hazing incidents.

Pratt Institute Campus Safety  
718.636.3540/3541 (Brooklyn Campus)  
212-647-7776 (Manhattan Campus)  
[security@pratt.edu](mailto:security@pratt.edu)

Student Involvement: [involvement@pratt.edu](mailto:involvement@pratt.edu)

Reports can also be made to:

- Residential Life and Housing: [reslife@pratt.edu](mailto:reslife@pratt.edu)
- Student Affairs: [studaff@pratt.edu](mailto:studaff@pratt.edu)
- Athletics and Recreation: [athletic@pratt.edu](mailto:athletic@pratt.edu)

Those designated as Campus Security Authorities are required to report hazing incidents to Pratt's Clery Coordinator.

## 6.4. 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 correspond 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.

## 6.5. 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

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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.

## 6.6. 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.

#### 6.6.1. Crime Definitions from the 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.

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- **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 offences, 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.

**Note:** (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.



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## 7. Campus Locations and Geography

### 7.1. Pratt Brooklyn Campus

#### 7.1.1. 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 8am 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.

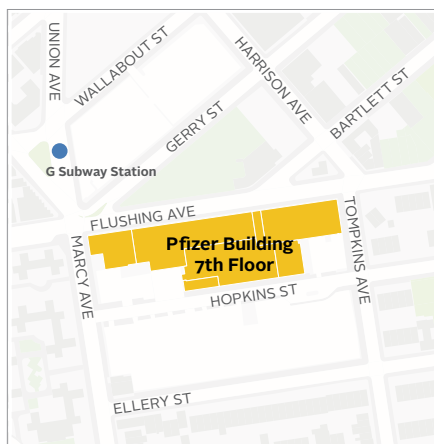
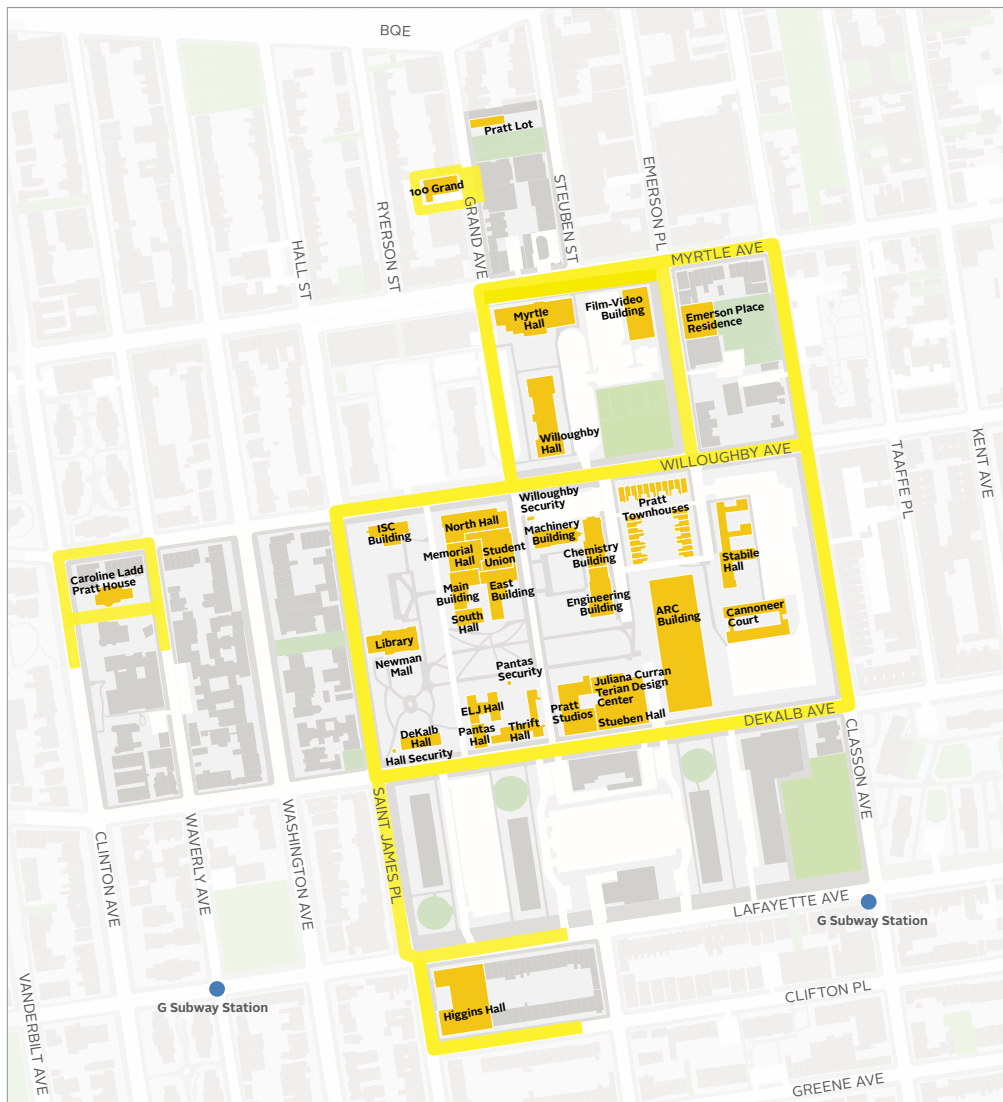
In 2016, Pratt acquired the entire 7th floor of the Pfizer Building, located at 630 Flushing Avenue in Brooklyn, one mile from the main campus, to serve as a studio space for the Master of Fine Arts (MFA) program. This location also houses several fine arts shops for metal and wood working.

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	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	1
Manslaughter by Negligence	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
Rape	2022	2	2	0	0
	2023	4	3	0	0
	2024	2	2	0	0
Fondling	2022	1	1	0	2
	2023	7	3	0	1
	2024	2	2	0	1
Incest	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
Statutory Rape	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
Robbery	2022	0	0	0	0
	2023	0	0	0	1
	2024	0	0	0	1
Aggravated Assault	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
Burglary	2022	0	0	0	0
	2023	3	0	0	0
	2024	2	0	0	0
Motor Vehicle Theft	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
Arson	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0

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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*	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
Drug Law Violations	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0
Weapons Law Violations	2022	0	0	0	0
	2023	0	0	0	0
	2024	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*	2022	14	14	0	0
	2023	25	25	0	0
	2024	35	35	0	0
Drug Law Violations	2022	4	4	0	0
	2023	9	9	0	0
	2024	3	3	0	0
Weapons Law Violations	2022	0	0	0	0
	2023	0	0	0	0
	2024	0	0	0	0

## 7.2. Pratt Manhattan Campus



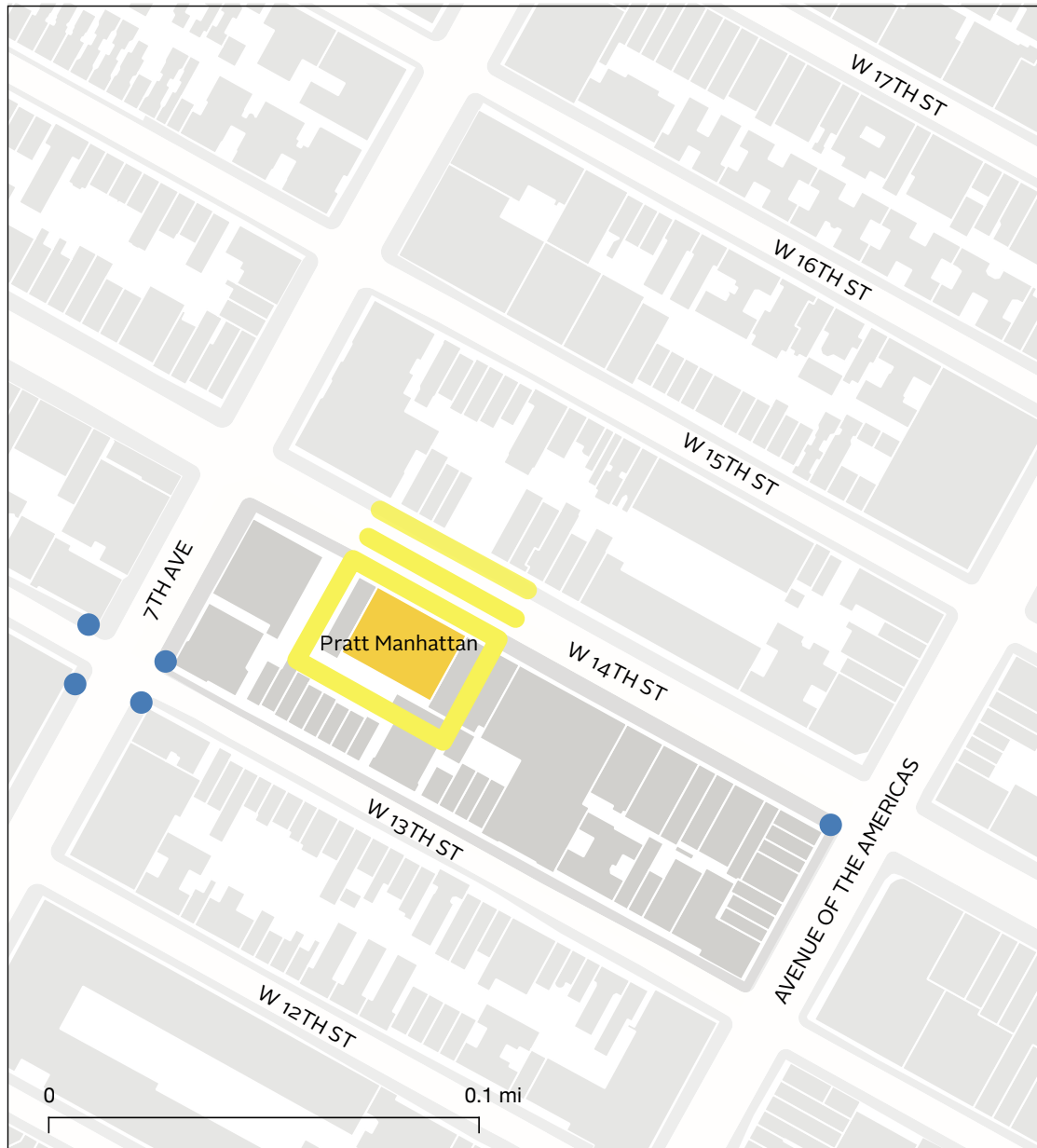
### 7.2.1. Introduction

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	2022	0	0
	2023	0	0
	2024	0	0
Manslaughter by Negligence	2022	0	0
	2023	0	0
	2024	0	0
Rape	2022	0	0
	2023	0	0
	2024	0	0
Fondling	2022	0	0
	2023	0	0
	2024	0	0
Incest	2022	0	0
	2023	0	0
	2024	0	0
Statutory Rape	2022	0	0
	2023	0	0
	2024	0	0
Robbery	2022	0	0
	2023	0	0
	2024	0	0
Aggravated Assault	2022	0	0
	2023	0	1
	2024	0	1
Burglary	2022	0	0
	2023	0	4
	2024	0	2
Motor Vehicle Theft	2022	0	0
	2023	0	0
	2024	0	0
Arson	2022	0	0
	2023	0	0
	2024	0	0

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Manhattan Campus

## Number of Arrests for Selected Offenses

Three-Year Comparison

Offense Type	Year	On-Campus	Public Property
Liquor Law Violations	2022	0	0
	2023	0	0
	2024	0	0
Drug Law Violations	2022	0	0
	2023	0	0
	2024	0	0
Weapons Law Violations	2022	0	0
	2023	0	0
	2024	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	2022	0	0
	2023	0	0
	2024	0	0
Drug Law Violations	2022	0	0
	2023	0	0
	2024	0	0
Weapons Law Violations	2022	0	0
	2023	0	0
	2024	0	0

## 7.3. Pratt Rome Program Campus



### 7.3.1. 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.

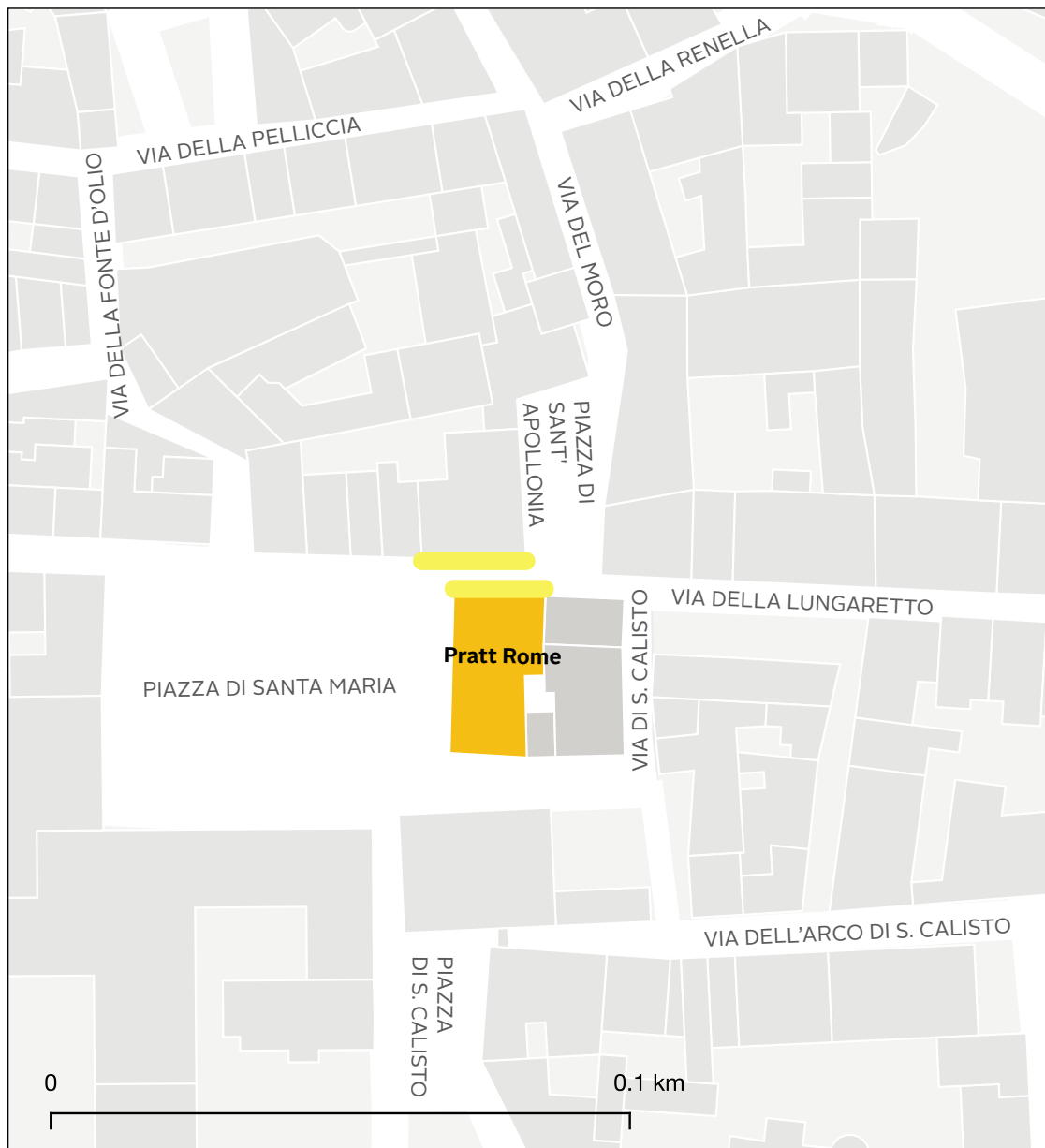
Pratt Institute's students who wish to participate in the study abroad program must complete the following traveler safety steps *before* their trip abroad:

- 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: [Rome Study Abroad Program](#).





## 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	2022	0	0
	2023	0	0
	2024	0	0
Negligent Manslaughter	2022	0	0
	2023	0	0
	2024	0	0
Rape	2022	0	0
	2023	0	0
	2024	0	0
Fondling	2022	0	0
	2023	0	0
	2024	0	0
Incest	2022	0	0
	2023	0	0
	2024	0	0
Statutory Rape	2022	0	0
	2023	0	0
	2024	0	0
Robbery	2022	0	0
	2023	0	0
	2024	0	0
Aggravated Assault	2022	0	0
	2023	0	0
	2024	0	0
Burglary	2022	0	0
	2023	0	0
	2024	0	0
Motor Vehicle Theft	2022	0	0
	2023	0	0
	2024	0	0
Arson	2022	0	0
	2023	0	0
	2024	0	0

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Rome Program Campus

## Number of Arrests for Selected Offenses

Three-Year Comparison

Offense Type	Year	On-Campus	Public Property
Liquor Law Violations	2022	0	0
	2023	0	0
	2024	0	0
Drug Law Violations	2022	0	0
	2023	0	0
	2024	0	0
Weapons Law Violations	2022	0	0
	2023	0	0
	2024	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	2022	0	0
	2023	0	0
	2024	0	0
Drug Law Violations	2022	0	0
	2023	0	0
	2024	0	0
Weapons Law Violations	2022	0	0
	2023	0	0
	2024	0	0

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## 7.4. Pratt Munson College of Art and Design



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

Pratt Munson College of Art and Design 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 Munson College of Art and Design can be found at [PrattMWP Campus Safety and Security](#).



# 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	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Negligent Manslaughter	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Fondling	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Incest	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Statutory Rape	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Robbery	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Aggravated Assault	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Burglary	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Motor Vehicle Theft	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Arson	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

Offense Type	Year	Bias Category	On-Campus	Residential Facilities	Non-Campus	Public Property
Larceny-Theft	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Simple Assault	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Intimidation	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0
Destruction/ Damage / Vandalism of Property	2022	0	0	0	0	0
	2023	0	0	0	0	0
	2024	0	0	0	0	0

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## 8. 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.

### 8.1. Title IV Compliance

**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;

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- 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.



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## 8.2. Definitions of Dating Violence, Domestic Violence, Sexual Assault, and Stalking:

The Clery Act requires that we define certain Violence Against Women Act terms and crimes by each campus' local jurisdiction.

### 8.2.1. Dating Violence

#### Dating Violence

##### VAWA Definition

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim I. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. II. For the purposes of this definition— A. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. B. Dating violence does not include acts covered under the definition of domestic violence III. For the purposes of complying with the requirements of this section and 34 C.F.R.

§668.41 (<https://www.law.cornell.edu/cfr/text/34/668.41>), any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

##### Local Jurisdiction Definition:

New York State does not specifically define "dating violence." However, under New York Law, intimate relationships are covered by the definition of domestic violence when the act constitutes a crime listed elsewhere in this document and is committed by a person in an "intimate relationship" with the victim. See "Family or Household Member" for definition of intimate relationship.

### 8.2.2. Domestic Violence

##### VAWA Definition

A felony or misdemeanor crime of violence committed—

- A. By a current or former spouse or intimate partner of the victim;
- B. By a person with whom the victim shares a child in common;
- C. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- D. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or
- E. 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 in which the crime of violence occurred.

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

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## Local Jurisdiction Definition

New York State does not specifically define domestic violence. However, in New York State, “family offenses” are certain violations of the penal code, including but not limited to harassment, sexual abuse, stalking, and menacing, committed by a family member or intimate partner that have created a substantial risk of physical or emotional harm to a person or a person’s child.

Domestic violence is an act which would constitute a violation of the penal law, including, but not limited to acts constituting disorderly conduct, harassment, aggravated harassment, sexual misconduct, forcible touching, sexual abuse, stalking, criminal mischief, menacing, reckless endangerment, kidnapping, assault, attempted murder, criminal obstruction or breaching or blood circulation, or strangulation; and such acts have created a substantial risk of physical or emotional harm to a person or a person’s child. Such acts are alleged to have been committed by a family member. The victim can be anyone over the age of 16, any married person or any parent accompanied by his or her minor child or children in situations in which such person or such person’s child is a victim of the act.

A “Family or Household Member” is defined as “persons related by consanguinity or affinity; persons legally married to one another; person formerly married to one another regardless of whether they still reside in the same household; persons who have a child in common regardless of whether such persons are married or have lived together at any time; unrelated persons who are continually or at regular intervals living in the same household or who have in the past continually or at regular intervals lived in the same household; persons who are not related by consanguinity or affinity and who are or have been in an intimate relationship regardless of whether such persons have lived together at any time.”

Factors that may be considered in determining whether a relationship is an “intimate relationship” include, but are not limited to: the nature or type of relationship regardless of whether the relationship is sexual in nature; the frequency of interaction between the persons; and the duration of the relationship. Neither a casual acquaintance nor ordinary fraternization between two individuals in business or social contexts shall be deemed to constitute an “intimate relationship”; Any other category of individuals deemed to be a victim of domestic violence as defined by the office of children and family services in regulation. Intimate relationship status shall be applied to teens, lesbian/gay/bisexual/transgender, and elderly individuals, current and formerly married and/or dating heterosexual individuals who were, or are in an intimate relationship.

“Parent” is defined as “natural or adoptive parent or any individual lawfully charged with a minor child’s care or custody.”

### 8.2.3. Sexual Assault

**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.

- Pratt’s internal definition is more expansive. Pratt updated its definition on August 15, 2025: “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 the Complainant or by the Respondent’s sex organ, without the consent of the Complainant. This includes instances where the Complainant is incapable of giving consent because of their age or because of a temporary or permanent mental or physical incapacity.”

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**Criminal Sexual Contact (Fondling):** The intentional touching of the clothed or unclothed body parts without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation. The forced touching by the victim of the actor's clothed or unclothed body parts, without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation.

- The FBI Uniform Crime Reporting (UCR) updated the term "fondling" to "Criminal Sexual Contact" in June 2025. Pratt updated the definition of fondling to the definition of Criminal Sexual Contact on August 15, 2025. Pratt did retain the term Fondling in its policy. Pratt used the following definition of Fondling prior to August 15, 2025: "The touching of the private 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 his/her age or because of his/her temporary or permanent 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.

#### **Local Jurisdiction Definition**

New York State does not specifically define sexual assault. However, according to the Federal Regulations, sexual assault includes offenses that meet the definitions of rape, fondling, incest, or statutory rape as used in the FBI's UCR program. Those definitions are stated below.

#### **Lack of Consent**

NY Penal Code § 130.05 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

Whether or not specifically stated, it is an element of every offense defined in this article that the sexual act was committed without consent of the victim.

#### **Sexual Misconduct**

NY Penal Law § 130.20 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person (1) engages in sexual intercourse with another person without such person's consent; or (2) engages in oral sexual conduct or anal sexual conduct without such person's consent; or (3) engages in sexual conduct with an animal or a dead human body.

#### **Rape in the Third Degree**

NY Penal Code § 130.25 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person (1) engages in sexual intercourse with another person who is incapable of consent by reason of some factor other than being less than 17 years old; (2) being 21 years old or more, engages in sexual intercourse with another person less than 17 years old; or (3) engages in sexual intercourse with another person without such person's consent where such lack of consent is by reason of some factor other than incapacity to consent.

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**Rape in the Second Degree**

NY Penal Code § 130.30 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person (1) being 18 years old or more, engages in sexual intercourse with another person less than 15 years old; or (2) engages in sexual intercourse with another person who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It is an affirmative defense to the crime of rape in the second degree the defendant was less than four years older than the victim at the time of the act

**Rape in the First Degree**

NY Penal Code § 130.35 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person engages in sexual intercourse with another person (1) by forcible compulsion; or (2) who is incapable of consent by reason of being physically helpless; or (3) who is less than 11 years old; or (4) who is less than 13 years old and the actor is 18 years old or more.

**Criminal Sexual Act in the Third Degree**

NY Penal Code § 130.40 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person engages in oral or anal sexual conduct (1) with a person who is incapable of consent by reason of some factor other than being less than 17 years old; (2) being 21 years old or more, with a person less than 17 years old; (3) with another person without such persons consent where such lack of consent is by reason of some factor other than incapacity to consent.

**Criminal Sexual Act in the Second Degree**

NY Penal Code § 130.45 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person engages in oral or anal sexual conduct with another person (1) and is 18 years or more and the other person is less than 15 years old; or (2) who is incapable of consent by reason of being mentally disabled or mentally incapacitated. It is an affirmative defense that the defendant was less than four years older than the victim at the time of the act.

**Criminal Sexual Act in the First Degree**

NY Penal Code § 130.35 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person engages in oral or anal sexual conduct with another person (1) by forcible compulsion; (2) who is incapable of consent by reason of being physically helpless; (3) who is less than 11 years old; or (4) who is less than 13 years old and the actor is 18 years old or more.

**Forcible Touching**

NY Penal Code § 130.52 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person intentionally, and for no legitimate purpose, forcibly touches the sexual or other intimate parts of another person for the purpose of degrading or abusing such person; or for the purpose of gratifying the actor's sexual desire. It includes squeezing, grabbing, or pinching.



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**Persistent Sexual Abuse**

NY Penal Code § 130.53 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person commits a crime of forcible touching, or second- or third-degree sexual abuse within the previous ten-year period, has been convicted two or more times, in separate criminal transactions for which a sentence was imposed on separate occasions of one of one of the above mentioned crimes or any offense defined in this article, of which the commission or attempted commissions thereof is a felony.

**Sexual Abuse in the Third Degree**

NY Penal Code § 130.55 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person subjects another person to sexual contact without the latter's consent. For any prosecution under this section, it is an affirmative defense that (1) such other person's lack of consent was due solely to incapacity to consent by reason of being less than 17 years old; and (2) such other person was more than 14 years old and (3) the defendant was less than five years older than such other person.

**Sexual Abuse in the Second Degree**

NY Penal Code § 130.60 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person subjects another person to sexual contact and when such other person is (1) incapable of consent by reason of some factor other than being less than 17 years old; or (2) less than 14 years old.

**Sexual Abuse in the First Degree**

NY Penal Code § 130.65 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person subjects another person to sexual contact (1) by forcible compulsion; (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than 11 years old; or (4) when the other person is less than 13 years old.

**Aggravated Sexual Abuse in the Fourth Degree**

NY Penal Code § 130.65 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person inserts a (1) foreign object in the vagina, urethra, penis or rectum of another person and the other person is incapable of consent by reason of some factor other than being less than 17 years old; or (2) finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person and such person is incapable of consent by reason of some factor other than being less than 17 years old.

**Aggravated Sexual Abuse in the Third Degree**

NY Penal Code § 130.66 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person inserts a foreign object in the vagina, urethra, penis, rectum or anus of another person (1)(a) by forcible compulsion; (b) when the other person is incapable of consent by reason of being physically helpless; or (c) when the other person is less than 11 years old; or (2) causing

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physical injury to such person and such person is incapable of consent by reason of being mentally disabled or mentally incapacitated.

#### **Aggravated Sexual Abuse in the Second Degree**

NY Penal Code § 130.67 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person inserts a finger in the vagina, urethra, penis, rectum or anus of another person causing physical injury to such person by (1) forcible compulsion; or (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than 11 years old.

#### **Aggravated Sexual Abuse in the First Degree**

NY Penal Code § 130.68 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person subjects another person to sexual contact: (1) By forcible compulsion; or (2) when the other person is incapable of consent by reason of being physically helpless; or (3) when the other person is less than eleven years old; or (4) when the other person is less than thirteen years old and the actor is twenty-one years old or older.

#### **Course of Sexual Conduct Against a Child in the Second Degree**

NY Penal Code § 130.80 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When over a period of time, not less than three months, a person: (1) Engages in two or more acts of sexual conduct with a child less than 11 years old; or (2) being 18 years old or more engages in two or more acts of sexual conduct with a child less than 13 years old. A person may not be subsequently prosecuted for any other sexual offense involving the same victim unless the other charges offense occurred outside of the time period charged under this section.

#### **Course of Sexual Conduct Against a Child in the First Degree**

NY Penal Code § 130.75 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

When a person over a period of time, not less than three months in duration, a person: (1) Engages in two or more acts of sexual conduct, or aggravated sexual contact with a child less than 11 years old; or (2) being 18 years old or more engages in two or more acts of sexual conduct which includes at least one act of sexual intercourse, oral sexual conduct, anal sexual conduct, or aggravated sexual contact with a child less than 13 years old.

#### **Facilitating a Sex Offense with a Controlled Substance**

NY Penal Code § 130.90 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

A person is guilty of facilitating a sex offense with a controlled substance when he or she: (1) knowingly and unlawfully possesses a controlled substance or any preparation, compound, mixture or substance that requires a prescription to obtain and administers such substance or preparation, compound, mixture or substance that requires a prescription to obtain to another person without such person's consent and with intent to commit against such person conduct constituting a felony

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defined in this article; and (2) commits or attempts to commit such conduct constituting a felony defined in this article.

#### **Incest in the Third Degree**

NY Penal Code § 255.25 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

A person is guilty of incest in the third degree when he or she marries or engages in sexual intercourse, oral sexual conduct or anal sexual conduct with a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.

#### **Incest in the Second Degree**

NY Penal Code § 255.26 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

A person is guilty of incest in the second degree when he or she commits the crime of rape in the second degree, or criminal sexual act in the second degree, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece.

#### **Incest in the First Degree**

NY Penal Code § 255.27 (<http://public.leginfo.state.ny.us/lawssrch.cgi?NVLWO:>)

A person is guilty of incest in the first degree when he or she commits the crime of rape in the first degree, or criminal sexual act in the first degree, against a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or half blood, uncle, aunt, nephew or niece

· All links to the New York State Penal Code within this section will refer the user to the database. Once there, the user will need to search for each specific code using the database tools.

### **8.2.4. Stalking**

#### **VAWA Definition**

Engaging in a course of conduct 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.

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.

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- 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 34 C.F.R. §668.41 (<https://www.law.cornell.edu/cfr/text/34/668.41>), any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

#### **Local Jurisdiction Definition**

##### **Stalking in the fourth degree**

**NY Penal Law § 120.45** (<https://www.nysenate.gov/legislation/laws/PEN/120.45>)

A person is guilty of stalking in the fourth degree when he or she intentionally, and for no legitimate purpose, engages in a course of conduct directed at a specific person, and knows or reasonably should know that such conduct:

1. is likely to cause reasonable fear of material harm to the physical health, safety or property of such person, a member of such person's immediate family or a third party with whom such person is acquainted; or
2. causes material harm to the mental or emotional health of such person, where such conduct consists of following, telephoning or initiating communication or contact with such person, a member of such person's immediate family or a third party with whom such person is acquainted, and the actor was previously clearly informed to cease that conduct; or
3. is likely to cause such person to reasonably fear that his or her employment, business or career is threatened, where such conduct consists of appearing, telephoning or initiating communication or contact at such person's place of employment or business, and the actor was previously clearly informed to cease that conduct.

For the purposes of subdivision two of this section, "following" shall include the unauthorized tracking of such person's movements or location through the use of a global positioning system or other device. Stalking in the fourth degree is a class B misdemeanor.

##### **Stalking in the third degree**

**NY Penal Law § 120.50** (<https://www.nysenate.gov/legislation/laws/PEN/120.50>)

A person is guilty of stalking in the third degree when he or she:

1. Commits the crime of stalking in the fourth degree in violation of section 120.45 of this article against three or more persons, in three or more separate transactions, for which the actor has not been previously convicted; or
2. Commits the crime of stalking in the fourth degree in violation of section 120.45 of this article against any person, and has previously been convicted, within the preceding ten years of a specified predicate crime, as defined in subdivision five of section 120.40 of this article, and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or
3. With intent to harass, annoy or alarm a specific person, intentionally engages in a course of conduct directed at such person which is likely to cause such person to reasonably fear physical injury or serious physical injury, the commission of a sex offense against, or the kidnapping, unlawful imprisonment or death of such person or a member of such person's immediate family; or



4. Commits the crime of stalking in the fourth degree and has previously been convicted within the preceding ten years of stalking in the fourth degree.

Stalking in the third degree is a class A misdemeanor.

### **Stalking in the second degree**

**NY Penal Law §120.55** (<https://www.nysenate.gov/legislation/laws/PEN/120.55>)

A person is guilty of stalking in the second degree when he or she:

1. Commits the crime of stalking in the third degree as defined in subdivision three of section 120.50 of this article and in the course of and in furtherance of the commission of such offense: (i) displays, or possesses and threatens the use of, a firearm, pistol, revolver, rifle, shotgun, machine gun, electronic dart gun, electronic stun gun, cane sword, billy, blackjack, bludgeon, plastic knuckles, metal knuckles, chuka stick, sand bag, sandclub, slingshot, slungshot, shiriken, "Kung Fu Star", dagger, dangerous knife, dirk, razor, stiletto, imitation pistol, dangerous instrument, deadly instrument or deadly weapon; or (ii) displays what appears to be a pistol, revolver, rifle, shotgun, machine gun or other firearm; or
2. Commits the crime of stalking in the third degree in violation of subdivision three of section 120.50 of this article against any person, and has previously been convicted, within the preceding five years, of a specified predicate crime as defined in subdivision five of section 120.40 of this article, and the victim of such specified predicate crime is the victim, or an immediate family member of the victim, of the present offense; or
3. Commits the crime of stalking in the fourth degree and has previously been convicted of stalking in the third degree as defined in subdivision four of section 120.50 of this article against any person; or
4. Being twenty-one years of age or older, repeatedly follows a person under the age of fourteen or engages in a course of conduct or repeatedly commits acts over a period of time intentionally placing or attempting to place such person who is under the age of fourteen in reasonable fear of physical injury, serious physical injury or death; or
5. Commits the crime of stalking in the third degree, as defined in subdivision three of section 120.50 of this article, against ten or more persons, in ten or more separate transactions, for which the actor has not been previously convicted.

Stalking in the second degree is a class E felony.

### **Stalking in the first degree**

**NY Penal Law §120.60** (<https://www.nysenate.gov/legislation/laws/PEN/120.60>)

A person is guilty of stalking in the first degree when he or she commits the crime of stalking in the third degree as defined in subdivision three of section 120.50 or stalking in the second degree as defined in section 120.55 of this article and, in the course and furtherance thereof, he or she:

1. intentionally or recklessly causes physical injury to the victim of such crime; or
2. commits a class A misdemeanor defined in article one hundred thirty of this chapter, or a class E felony defined in section 130.25, 130.40 or 130.85 of this chapter, or a class D felony defined in section 130.30 or 130.45 of this chapter.

Stalking in the first degree is a class D felony.

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## 8.2.5 Consent

### Local Jurisdiction Definition

New York State defines consent under New York Penal Code Article 130, Section 130.05 and New York Education Law Article 129-B, Section 6441.

### Sex offenses; lack of consent

NY Penal Law §130.05 (<https://www.nysenate.gov/legislation/laws/PEN/130.05>)

1. Whether or not specifically stated, it is an element of every offense defined in this article that the sexual act was committed without consent of the victim.
2. Lack of consent results from:
  1. Forcible compulsion; or
  2. Incapacity to consent; or
  3. Where the offense charged is sexual abuse or forcible touching, any circumstances, in addition to forcible compulsion or incapacity to consent, in which the victim does not expressly or impliedly acquiesce in the actor's conduct; or
  4. Where the offense charged is rape in the third degree as defined in subdivision three of section 130.25, or criminal sexual act in the third degree as defined in subdivision three of section 130.40, in addition to forcible compulsion, circumstances under which, at the time of the act of intercourse, oral sexual conduct or anal sexual conduct, the victim clearly expressed that he or she did not consent to engage in such act, and a reasonable person in the actor's situation would have understood such person's words and acts as an expression of lack of consent to such act under all the circumstances.
3. A person is deemed incapable of consent when he or she is:
  - a. less than seventeen years old; or
  - b. mentally disabled; or
  - c. mentally incapacitated; or
  - d. physically helpless; or
  - e. committed to the care and custody or supervision of the state department of corrections and community supervision or a hospital, as such term is defined in subdivision two of section four hundred of the correction law, and the actor is an employee who knows or reasonably should know that such person is committed to the care and custody or supervision of such department or hospital. For purposes of this paragraph, "employee" means (i) an employee of the state department of corrections and community supervision who, as part of his or her employment, performs duties: (A) in a state correctional facility in which the victim is confined at the time of the offense consisting of providing custody, medical or mental health services, counseling services, educational programs, vocational training, institutional parole services or direct supervision to incarcerated individuals; or (B) of supervising persons released on community supervision and supervises the victim at the time of the offense or has supervised the victim and the victim is still under community supervision at the time of the offense; or (ii) an employee of the office of mental health who, as part of his or her employment, performs duties in a state correctional facility or hospital,

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as such term is defined in subdivision two of section four hundred of the correction law in which the incarcerated individual is confined at the time of the offense, consisting of providing custody, medical or mental health services, or direct supervision to such incarcerated individuals; or (iii) a person, including a volunteer, providing direct services to incarcerated individuals in a state correctional facility in which the victim is confined at the time of the offense pursuant to a contractual arrangement with the state department of corrections and community supervision or, in the case of a volunteer, a written agreement with such department, provided that the person received written notice concerning the provisions of this paragraph; or

- f. committed to the care and custody of a local correctional facility, as such term is defined in subdivision two of section forty of the correction law, and the actor is an employee, not married to such person, who knows or reasonably should know that such person is committed to the care and custody of such facility. For purposes of this paragraph, "employee" means an employee of the local correctional facility where the person is committed who performs professional duties consisting of providing custody, medical or mental health services, counseling services, educational services, or vocational training for incarcerated individuals. For purposes of this paragraph, "employee" shall also mean a person, including a volunteer or a government employee of the state department of corrections and community supervision or a local health, education or probation agency, providing direct services to incarcerated individuals in the local correctional facility in which the victim is confined at the time of the offense pursuant to a contractual arrangement with the local correctional department or, in the case of such a volunteer or government employee, a written agreement with such department, provided that such person received written notice concerning the provisions of this paragraph; or
- g. committed to or placed with the office of children and family services and in residential care, and the actor is an employee, not married to such person, who knows or reasonably should know that such person is committed to or placed with such office of children and family services and in residential care. For purposes of this paragraph, "employee" means an employee of the office of children and family services or of a residential facility in which such person is committed to or placed at the time of the offense who, as part of his or her employment, performs duties consisting of providing custody, medical or mental health services, counseling services, educational services, vocational training, or direct supervision to persons committed to or placed in a residential facility operated by the office of children and family services; or
- h. a client or patient and the actor is a health care provider or mental health care provider charged with rape in the third degree as defined in section 130.25, criminal sexual act in the third degree as defined in section 130.40, aggravated sexual abuse in the fourth degree as defined in section 130.65-a, or sexual abuse in the third degree as defined in section 130.55, and the act of sexual conduct occurs during a treatment session, consultation, interview, or examination; or
- i. a resident or inpatient of a residential facility operated, licensed or certified by (i) the office of mental health; (ii) the office for people with developmental disabilities; or (iii) the office of alcoholism and substance abuse services, and the actor is an employee of the facility not married to such resident or inpatient. For purposes of this paragraph, "employee" means either: an employee of the agency operating

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the residential facility, who knows or reasonably should know that such person is a resident or inpatient of such facility and who provides direct care services, case management services, medical or other clinical services, habilitative services or direct supervision of the residents in the facility in which the resident resides; or an officer or other employee, consultant, contractor or volunteer of the residential facility, who knows or reasonably should know that the person is a resident of such facility and who is in direct contact with residents or inpatients; provided, however, that the provisions of this paragraph shall only apply to a consultant, contractor or volunteer providing services pursuant to a contractual arrangement with the agency operating the residential facility or, in the case of a volunteer, a written agreement with such facility, provided that the person received written notice concerning the provisions of this paragraph; provided further, however, "employee" shall not include a person with a developmental disability who is or was receiving services and is also an employee of a service provider and who has sexual contact with another service recipient who is a consenting adult who has consented to such contact; or

- j. detained or otherwise in the custody of a police officer, peace officer, or other law enforcement official and the actor is a police officer, peace officer or other law enforcement official who either: (i) is detaining or maintaining custody of such person; or (ii) knows, or reasonably should know, that at the time of the offense, such person was detained or in custody.

#### **Affirmative consent to sexual activity**

New York Education Law § 6441 (<https://www.nysenate.gov/legislation/laws/EDN/6441>)

1. Every institution shall adopt the following definition of affirmative consent as part of its code of conduct: "Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender expression."
2. Each institution's code of conduct shall reflect the following principles as guidance for the institution's community:
  - a. 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.
  - b. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol.
  - c. Consent may be initially given but withdrawn at any time.
  - d. Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent.
  - e. Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm.



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- f. When consent is withdrawn or can no longer be given, sexual activity must stop.

**Pratt Institute Definition:**

**Affirmative 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 a person is incapacitated. 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).

**8.2.6: Primary and Ongoing Prevention and Awareness Campaigns**

Educational programs to prevent and to promote the awareness of domestic violence, dating violence, sexual assault, and stalking are offered online during orientation periods for all new students, for all employees at time of hire and annually, in residence hall floor meetings, and on campus for all community members throughout the academic year.

Such prevention and awareness programs include a statement that the Institute prohibits all forms of sexual misconduct (including domestic violence, dating violence, sexual assault, and stalking); provides definitions of the various types of prohibited sexual misconduct, as defined by federal and local laws, as well as the definition and meaning of affirmative consent; safe and positive options for bystander intervention; and information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks.

Programs to prevent domestic violence, dating violence, sexual assault, and stalking means comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end domestic violence, dating violence, sexual assault, and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

Programs to prevent domestic violence, dating violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees.

## Subject Codes for Tables

Code	Topic
RRSA	Risk Reduction and Safety Awareness
DA V	Dating Violence
DV	Domestic Violence
SA	Sexual Assault
ST	Stalking
CON	Affirmative Consent
BI	Bystander Intervention

## Primary Prevention and Awareness Programs for New and Transfer Undergraduate and Graduate Students

Name of Program	Date of Program	Location	Subject Code Covered
Vector Solutions: Sexual Assault Prevention for Undergraduate Students	Fall and Spring	Online	DV, DA V, SA, ST, BIT, RRSA, AC
Vector Solutions: Sexual Assault Prevention for Graduate Students	Fall and Spring	Online	DV, DA V, SA, ST, BIT, RRSA, AC
Graduate New Student Orientation	Fall	In-Person - Brooklyn Campus	DV, DA V, SA, ST, RRSA
Undergraduate New Student Orientation	Fall	In-Person - Brooklyn Campus	DV, DA V, SA, ST, BIT, RRSA, AC
International New Student Staying Safe Training	Fall	Online and In-Person - Brooklyn Campus	DV, DA V, SA, ST, BIT, RRSA, AC

## Ongoing Prevention and Awareness Programs for All Students

Name of Program	Date of Program	Location	Subject Code Covered
Health & Wellness Block Party	Fall	In-Person - Brooklyn Campus	DV, DA V, SA, ST, BIT, RRSA, AC
Consent and Boundaries	Spring	In-Person - Brooklyn Campus	DV, DA V, SA, ST, BIT, RRSA, AC
Sex Ed Communication and Design	Spring	In Person - Brooklyn Campus	DA V, SA, RRSA, AC
Healthy Love Week	Spring	In Person - Brooklyn Campus	DA V, DV, SA, RRSA, AC
STI Screening Information Session	Fall and Spring	In Person - Brooklyn Campus and Manhattan Campus	RRSA, AC
Lunch and Learn Series: Policy and Process	Fall and Spring	Online	DV, DA V, SA, ST, BIT, RRSA, AC

Name of Program	Date of Program	Location	Subject Code Covered
Student Leader Training	Fall and Spring	In Person – Brooklyn Campus and Manhattan Campus	DV, DA V, SA, ST, BIT, RRSA, AC
Student Athlete Training	Fall	Online and In Person – Brooklyn Campus	DV, DA V, SA, ST, BIT, RRSA, AC

#### Primary Prevention and Awareness Programs for New Employees

Name of Program	Date of Program	Location	Subject Code Covered
Annual Employee Training: NeoED – Harassment Prevention for Supervisors	At time of hire	Online	RRSA, BIT
Annual Employee Training: NeoED – Harassment Prevention for Employees	At time of hire	Online	RRSA, BIT

#### Ongoing Prevention and Awareness Programs for All Employees

Name of Program	Date of Program	Location	Subject Code Covered
Annual Employee Training: NeoED – Harassment Prevention for Supervisors	Fall	Online	RRSA, BIT
Annual Employee Training: NeoED – Harassment Prevention for Employees	Fall	Online	RRSA, BIT
Annual Employee Training: Pratt Institute’s Title IX, Nondiscrimination, and Anti-Harassment Policy – Employee Resource	Fall	Online	DV, DA V, SA, ST, BIT, RRSA
Lunch and Learn Series: Policy and Process	Fall and Spring	Online	DV, DA V, SA, ST, BIT, RRSA, AC

#### Bystander Intervention and Risk Reduction

Bystander Intervention: Bystanders play a critical role in the prevention of sexual and relationship violence. According to the Center for Women and Families, Green Dot program, Green Dot is a comprehensive violence prevention strategy that depends on the power of bystanders to prevent violence and shift social and cultural norms. A green dot is an action, behavior, or choice that promotes safety for everyone while a red dot situation can be a threat or an individual’s choice to do nothing. Green Dot identifies three bystander strategies called the 3 D’s: Direct, Distract, and Delegate.

Direct: Direct is when someone intervenes in a situation by directly addressing those involved. Examples:

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- Ask the victim if they are okay or uncomfortable.
  - Directly address the aggressor.
  - Tell the aggressor directly involved to stop.
  - Say things like, "That's not okay!" or, "What you are doing is not cool."
  - Ask things like, "Is this person bothering you?" or, "Is there anything I can do to help?"

**Distract:** Distract is when someone can indirectly intervene in a potential red dot situation by intentionally distracting those involved. Examples:

- Accidentally spilling a drink on the aggressor.
- Ask if the victim would like to go to the restroom.
- Pretend you lost your keys and ask the victim for help.
- Tell the victim that someone is looking for them.

**Delegate:** Delegate is when someone does not feel comfortable intervening, so they ask someone else to help who may be more equipped. Examples:

- Call a friend or family member.
- Call campus safety or report a tip (directly or anonymously).
- Talk to a professor or RA.
- Talk to upperclassmen in that club, association, or sports team.
- In an urgent emergency, call 911.

To promote bystander intervention and reduce in-action these strategies are emphasized in required online training content presented to all students. Bystander intervention training and strategies are incorporated in student trainings offered throughout the academic year and during new student orientation.

### **Risk Reduction**

With no intent to victim blame and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one's risk of sexual assault, relationship violence, or harassment. In addition, common warning signs are provided that indicate when someone may have experienced sexual or relationship violence (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org)).

#### **Increasing on-campus safety**

(Source: <https://rainn.org/strategies-to-reduce-risk-increase-safety/for-students-safety-steps-for-k-12-and-college/>)

The following tips may reduce your risk for many different types of crimes, including sexual violence.

- Know your resources. Who should you contact if you or a friend needs help? Where should you go? Locate resources such as the campus health center, campus police station, and a local sexual assault service provider. Notice where emergency phones



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are located on campus, and program the campus security number into your cell phone for easy access.

- Stay alert. When you're moving around on campus or in the surrounding neighborhood, be aware of your surroundings. Consider inviting a friend to join you or asking campus security for an escort. If you're alone, only use headphones in one ear to stay aware of your surroundings.
- Be careful about posting your location. Many social media sites, like Facebook and Four-square, use geolocation to publicly share your location. Consider disabling this function and reviewing other social media settings.
- Make others earn your trust. A college environment can foster a false sense of security. They may feel like fast friends, but give people time to earn your trust before relying on them.
- Think about Plan B. Spend some time thinking about back-up plans for potentially sticky situations. If your phone dies, do you have a few numbers memorized to get help? Do you have emergency cash in case you can't use a credit card? Do you have the address to your dorm or college memorized? If you drive, is there a spare key hidden, gas in your car, and a set of jumper cables?
- Be secure. Lock your door and windows when you're asleep and when you leave the room. If people constantly prop open the main door to the dorm or apartment, tell security or a trusted authority figure.

#### **Safety in social settings**

(Source: <https://rainn.org/strategies-to-reduce-risk-increase-safety/for-students-safety-steps-for-k-12-and-college/>)

It's possible to relax and have a good time while still making safety a priority. Consider these tips for staying safe and looking out for your friends in social settings.

- Make a plan. If you're going to a party, go with people you trust. Agree to watch out for each other and plan to leave together. If your plans change, make sure to touch base with the other people in your group. Don't leave someone stranded in an unfamiliar or unsafe situation.
- Protect your drink. Don't leave your drink unattended, and watch out for your friends' drinks if you can. If you go to the bathroom or step outside, take the drink with you or toss it out. Drink from unopened containers or drinks you watched being made and poured. It's not always possible to know if something has been added to someone's drink. In drug-facilitated sexual assault, a perpetrator could use a substance that has no color, taste, or odor. Know your limits. Keep track of how many drinks you've had, and be aware of your friends' behavior. If one of you feels extremely tired or more drunk than you should, you may have been drugged. Leave the party or situation and find help immediately.
- It's okay to lie. If you want to exit a situation immediately and are concerned about frightening or upsetting someone, it's okay to lie. You are never obligated to remain in a situation that makes you feel uncomfortable, pressured, or threatened. You can also lie to help a friend leave a situation that you think may be dangerous. Some excuses you

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could use are needing to take care of another friend or family member, an urgent phone call, not feeling well, and having to be somewhere else by a certain time.

- Be a good friend. Trust your instincts. If you notice something that doesn't feel right, it probably isn't. Learn more about how to keep your friends safe in social settings.

### **Feeling safe after an assault**

(Source: <https://rainn.org/strategies-to-reduce-risk-increase-safety/for-students-safety-steps-for-k-12-and-college/>)

If you have experienced sexual assault, there are steps you can take to feel safer.

- Make use of on-campus resources. Colleges often provide a host of services to students for free, including security escorts, health centers, psychological services, and sexual assault services.
- Request a schedule or housing change. If you have classes with the perpetrator or live in the same building, you can request a change from your college administration. Federal laws, such as the Campus SaVE Act, require colleges to honor these requests.
- Access off-campus support services. If you are concerned about anonymity, you can seek out resources located off campus in the community, like a local sexual assault service provider or domestic violence shelter.
- Seek a civil protection order (CPO). A CPO, sometimes also referred to as a temporary restraining order (TPO), is a legal document that bars an individual from certain types of contact with the person who is awarded the order. An individual who violates the terms of the restraining order can face criminal charges. Each state has its own rules and regulations for Sexual Assault CPOs that you can learn more about through the American Bar Association.
- Create a safety plan. If you are concerned for your ongoing safety, it can be worthwhile to create a safety plan. Safety planning is about finding ways to be safe in the present while planning for your future safety as well.

### **Warning signs that someone may have been sexually assaulted**

(Source: <https://rainn.org/warning-signs-of-sexual-violence-in-college-age-adults/>)

- Signs of depression, such as persistent sadness, lack of energy, changes in sleep or appetite, withdrawing from normal activities, or feeling "down"
- Self-harming behaviors, thoughts of suicide, or suicidal behaviors
- Low self-esteem
- Sexually transmitted infections (STIs)
- Anxiety or worry about situations that did not seem to cause anxiety in the past
- Avoiding specific situations or places
- Falling grades or withdrawing from classes
- Increase in drug or alcohol use

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## **Intimate Partner Sexual Violence**

(Source: <https://rainn.org/warning-signs-of-sexual-violence-in-college-age-adults/>)

Warning Signs of abuse include a partner who:

- Withdrawing from other relationships or activities, for example, spending less time with friends, leaving sports teams, or dropping classes
- Saying that their partner doesn't want them to engage in social activities or is limiting their contact with others
- Disclosing that sexual assault has happened before
- Any mention of a partner trying to limit their contraceptive options or refusing to use safer sexual practices, such as refusing to use condoms or not wanting them to use birth control
- Mentioning that their partner is pressuring them to do things that make them uncomfortable
- Signs that a partner controlling their means of communication, such as answering their phone or text messages or intruding into private conversations
- Visible signs of physical abuse, such as bruises or black eyes

## **Initiator Risk Reduction**

Through various student and employee training workshops, strategies are presented to help initiators prevent engaging in sexual misconduct. Such strategies include:

- Clearly communicate your intentions and give them a chance to clearly relate their intentions to you
- Identify, understand, and respect the personal boundaries of others and self
- Obtaining affirmative consent to engage in sexual activity and not making assumptions about consent
- Not engaging in sexual activity when parties have consumed alcohol or other intoxicants
- Discussing strategies on how to appropriately communicate

## **Affirmative Consent**

To further prevent perpetration of domestic violence, dating violence, sexual assault and stalking, all community members receive training on the definition of affirmative consent and how one must obtain affirmative consent. Affirmative consent training is presented in annual employee training sessions, through required online student training, new student orientation, and through various formal and passive programs at the Institute. The Institute also provides training to students concerning healthy relationships. This training provides information on how to maintain a healthy relationship and identify when a person may be subject to domestic violence, dating violence, sexual assault, or stalking in a relationship. Community members receive training on affirmative consent.

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### 8.2.7 Procedures to Follow If a Crime of Domestic Violence, Dating Violence, Sexual Assault, or Stalking Has Occurred

Pratt Institute's Title IX, Nondiscrimination, and Anti-Harassment Policy governs all reports and formal complaints of discrimination, harassment, and sexual misconduct, including domestic violence, dating violence, sexual assault, stalking, and retaliation occurring on Pratt's Brooklyn campus, Manhattan campus, and external sites. An individual who has a question about this policy and how it applies in a specific instance should contact the Institute's Title IX Coordinator.

The Title IX, Nondiscrimination, and Anti-Harassment Policy applies to the entire Pratt Institute 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 campus or participating in Institute sponsored activities, including on study abroad programs. The policy may also pertain to instances in which the conduct occurred outside of the campus or Institute sponsored activity, including online activity, if the Institute determines that the off-campus conduct affects a substantial Institute interest, including access to the educational program or activity, safety and security, compliance with applicable law, and meeting its educational mission. This policy applies regardless of an individual's race, color, religion, creed, national origin, ancestry, sex, sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, gender, gender identity or expression, age, 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 under applicable local, state or federal law.

When an employee of the Institute has knowledge of a violation of the Title IX, Nondiscrimination, and Anti-Harassment Policy, which includes incidents of domestic violence, dating violence, sexual assault, and stalking, the employee must report the incident to the Title IX Coordinator. Victims of such incidents are encouraged to report the incident to the Title IX Coordinator, Campus Safety, and/or law enforcement, however such disclosure is not required by the victim.

All reports of domestic violence, dating violence, sexual assault, or stalking are reviewed by the Title IX Coordinator. Allegations that do not fall within the jurisdiction of the Title IX, Nondiscrimination, and Anti-Harassment Policy are referred to the appropriate policy for review and resolution.

#### Reporting

Reports may be filed at any time (including during non-business hours) in person, by mail, by telephone, by email, or online, using the contact information listed for the Title IX Coordinator.

- **Michael Arno**  
Director of Institutional Equity and Title IX  
Title IX Coordinator  
200 Willoughby Avenue  
Brooklyn, NY 11205  
718-687-5171  
[titleix@pratt.edu](mailto:titleix@pratt.edu) or [marno58@pratt.edu](mailto:marno58@pratt.edu)

Individuals may also report online, using the reporting form available at: [https://cm.maxient.com/reportingform.php?PrattInstitute&layout\\_id=6](https://cm.maxient.com/reportingform.php?PrattInstitute&layout_id=6)

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The contact information for Campus Safety and law enforcement resources is:

- Pratt Campus Safety:
  - Brooklyn: 718-636-3540 or 718-636-3541 [24/7]
  - Manhattan: 212-647-7776
- New York Police Department (NYPD)
  - Brooklyn Campus: Precinct #88: 718-636-6511 or 911
  - Manhattan Campus: Precinct #6: 212-741-4811 or 911
- New York State Police Sexual Assault Hotline, 1-844-845-7269

### **Rights, Options, and Resources**

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, Pratt Institute will assist victims of domestic violence, dating violence, sexual assault, and stalking and will provide each victim with a written explanation of their rights and options, resources, and the Institute's procedures for disciplinary action (i.e., resolution procedures). A victim's rights and options, resources, and applicable disciplinary procedures are available in the Title IX, Nondiscrimination, and Anti-Harassment Policy. In New York, a victim of domestic violence, dating violence, sexual assault or stalking has the following rights: <https://ovs.ny.gov/ovs-services>. In addition, [www.pratt.edu/administrative-departments/student-affairs/office-of-institutional-equity-title-ix/](http://www.pratt.edu/administrative-departments/student-affairs/office-of-institutional-equity-title-ix/), provides victims with additional information about their rights and available resources.

Furthermore, should a victim or the Institute file a formal complaint of domestic violence, dating violence, sexual assault, or stalking, the Institute will provide, in writing, to the alleged offender a written explanation of their rights, options, and resources, and the Institute's procedures for disciplinary action (i.e., resolution procedures). An alleged offender's rights options, and resources, and applicable disciplinary procedures are available in the Title IX, Nondiscrimination, and Anti-Harassment Policy.

### **Written Notification**

Upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking, the Institute will provide written notification to the victim. The written notification will acknowledge the report and provide the following information:

- The victim's Bill of Rights.
- Contact information and directions on how to access campus and community confidential and non-confidential resources (such as counseling, medical services, legal services, and advisor services).
- The importance of preserving evidence that may assist in proving that the alleged offense occurred or that may be helpful in obtaining a protection order.
- If the victim did not file the complaint, information about how a victim can directly report the incident is provided.
- The victim's right to file a report or not file a report with Pratt Institute Campus Safety or law enforcement and to receive assistance from the Institute in filing such a report, including assistance in initiating legal proceedings in family court or civil court.



- The victim's right to obtain supportive measures including obtaining a no contact order and/or protection order.
- Access to the Title IX, Nondiscrimination, and Anti-Harassment Policy, resolution procedures, and possible sanctions.
- The right to an advisor of choice, if applicable, during the Institute's proceedings under this policy including the initial meeting with the Title IX Coordinator.
- Information that the Institute uses the preponderance of the evidence standard when determining responsibility and that this standard is different from the one used in the criminal process.
- Information on the Institute's prohibition on retaliation.

### **Confidential Reporting and Resources**

Reporting parties have the right to disclose confidentially an incident of sexual misconduct (including sexual assault, domestic violence, dating violence, and stalking) to Pratt Institute representatives who may offer confidentiality pursuant to applicable laws and can assist in obtaining services for reporting individuals (i.e. Confidential Resource). Reporting individuals also have the right to disclose confidentially and obtain services from the off-campus community, including state or local government.

Confidential Resources (e.g., licensed mental health care providers, physicians, clergy) may not report to Title IX Coordinator any identifying information about sexual misconduct (including sexual assault, domestic violence, dating violence, and stalking) without the written consent of the individual who supplied the information, unless required by law. Such disclosures will not be reported to the Title IX Coordinator or initiate any process under the Title IX, Nondiscrimination and Anti-Harassment Policy.

Confidential resources are available for support on campus and off campus.

The following is the contact information for on-campus confidential resources (for students):

- Pratt Institute Counseling Center: 718-687-5356
- Pratt Institute Health Services: 718-399-4542

The following is the contact information for on-campus confidential resources (for employees):

- Employee Assistance Program: 800-311-4327 / TDD: 800-697-0353

The following is the contact information for off-campus confidential resources (for any individual):

- New York State Office of Victim Services: 1-800-247-8035
- New York State Domestic and Sexual Violence Hotline: 800-942-6906
- National Domestic Violence Hotline: 800-799-SAFE
- RAINN National Sexual Assault Hotline: 800-656-HOPE
- Safe Horizon: 800-621-HOPE (4673) [24/7]
- Advocacy, Counseling, and other Survivor Services:
  - Campus Advocates Project: 212-349-6009
  - Sanctuary for Families: 212-349-6009

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- Medical/Emergency Room
    - Brooklyn: Woodhull Hospital: 718-963-8000\*
    - Manhattan: Bellevue Hospital: 212-562-5555\*

These confidential resources can help and provide information regarding medical assistance and treatment (including information about sexually transmitted infections, and sexual assault forensic examinations), and resources available through the New York State Office of Victim Services, and law enforcement options.

The on-campus health and counseling services noted as confidential reporting resources are available to students free of charge. Employees are not eligible for on campus services, but eligible employees may utilize their Employee Assistance Program (EAP) benefits. More information regarding EAP benefits is available:

- Employee Assistance Program: 800-311-4327 / TDD: 800-697-0353 (Pratt Company Web ID: GEN311)

The above-listed hotlines are also available free of charge. All of the confidential reporting resources maintain confidentiality except in extreme cases of immediacy of threat, or danger, or abuse of a minor.

### **Supportive and Protective Measures**

Supportive measures are non-disciplinary and non-punitive individualized services provided by the Institute, free of charge, to the complainant or respondent to restore or preserve equal access to the Institute's education program or activity, protect the safety of the parties, or protect the Institute's educational environment without unreasonably burdening the either party. Supportive measures can be provided at the time of a report; before, during, or after a resolution process is initiated; or where a report is made but no formal resolution process is initiated. A formal complaint or an individual's participation in a resolution process is not required to obtain supportive measures. Supportive measures will be offered to respondents when they are notified of the allegations.

Supportive measures may include but are not limited to: counseling; extensions of deadlines and other course-related adjustments; campus escort services; increased security and monitoring of certain areas of the campus; restrictions on contact applied to one or more parties; leaves of absence; changes in class, work, housing, extracurricular, or any other activity, regardless of whether there is or is not a comparable alternative; no-contact directives (which may be mutual or unilateral at the discretion of the Title IX Coordinator); and training and education programs related to discrimination or harassment.

Any supportive measures put in place will be kept confidential, except when doing so impairs the ability of the Institute to provide the supportive measures.

The Institute will offer and coordinate supportive measures as appropriate for the parties as applicable to restore or preserve their access to the Institute's program or activity or provide support during the Institute's resolution procedures. At any time, a party may request additional or alternate supportive measures by contacting the Title IX Coordinator.

A party may challenge the Institute's decision to provide, deny, modify, or terminate supportive measures, reasonable under the circumstances, when such measures are applicable to them. Parties are allowed to submit evidence in support of their challenge. An impartial employee will be designated to consider modification or reversal of the Institute's decision to provide, deny, modify, or terminate

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minate supportive measures. When the individual providing supportive measures is a Deputy Title IX Coordinator or other individual identified by the Title IX Coordinator to provide supportive measures, the Title IX Coordinator will be designated to consider the challenge regarding supportive measures. The impartial employee will typically respond to the challenge within five (5) business days.

The Title IX Coordinator has the discretion to implement or modify supportive measures. Violation of the parameters of supportive measures may violate existing codes or handbooks and, if applicable, such violation will be resolved via the existing code or handbook.

### **Confidentiality and Privacy**

The Institute values the privacy of its students, employees, and other community members. Community members should be able to seek the assistance they need and access the Title IX, Nondiscrimination, and Anti-Harassment Policy without fear that the information they provide will be shared more broadly.

References made to privacy mean Institute offices and employees who cannot guarantee confidentiality under the Title IX, Nondiscrimination, and Anti-Harassment Policy, but will maintain privacy to the greatest extent possible, relaying information as necessary to investigate or seek a resolution and to notify the Title IX Coordinator or designee, who is responsible for tracking patterns and spotting systemic issues. The Institute will limit the disclosure as much as practicable.

All activities under the Title IX, Nondiscrimination, and Anti-Harassment Policy procedures shall be conducted with the privacy interests of those involved. While the Institute will take all reasonable steps to protect the privacy of individuals involved in a complaint, it may be necessary to disclose some information to individuals or offices on campus in order to address a complaint or provide for the physical safety of an individual or the campus. Thus, the Institute cannot, and does not, guarantee that all information related to complaints will be kept confidential.

Generally, the Institute will not share information about a report or record of prohibited conduct under the Title IX, Nondiscrimination, and Anti-Harassment Policy without the permission of the party, unless required by law. The Federal Education Rights and Privacy Act (FERPA) permits institutions to share information with parents/guardians of students when: (i) there is a health or safety emergency, or (ii) when the student is a dependent on either parent's prior year federal income tax return.

In order to maintain the privacy of evidence gathered as part of any resolution process, access to materials under the procedures in the Title IX, Nondiscrimination, and Anti-Harassment Policy 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 the Title IX, Nondiscrimination, and Anti-Harassment Policy. Parties may request to review a hard copy of materials, and the Institute will make that available in a supervised on-site or monitored setting. Inappropriately sharing materials provided during this process may constitute retaliation and result in disciplinary action.

### **General Records**

Records generated in connection with Title IX, Nondiscrimination, and Anti-Harassment Policy reports, investigations, resolution processes, and appeals are maintained in confidential files with the applicable Institute records retention schedule (which is at least (7) years. All records will be afforded the confidentiality protections required by law, including but not limited to the Family Educational Rights and Privacy Act (FERPA) governing confidentiality of student information. Only those

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with a right and need to know are permitted access. Records associated with the resolution process are protected from public release until the appeals panel makes a final determination unless otherwise required by law.

### **Public Reporting**

The Institute does have public reporting obligations. Such obligations include documenting crimes of domestic violence, dating violence, sexual assault, and stalking in the Annual Security Report and Daily Crime Log occurring in the Institute's Clery geographic locations, and, when applicable, issuing timely warnings or emergency notifications pertaining to such crimes in these locations. These publications do not include any personally identifying information about a victim. The Title IX Coordinator, Clery Compliance Officer, and Director of Campus Safety work together to appropriately identify and redact documents subject to public records requests in order to remove personally identifying information not required to be shared pursuant to law or Institute policy.

### **Amnesty**

For students

The health and safety of every student at Pratt Institute is of the utmost importance. The Institute 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 dating violence, domestic violence, stalking, or sexual assault) or any Prohibited Conduct under the Title IX, Nondiscrimination, and Anti-Harassment Policy occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. The Institute strongly encourages students to report these incidents to Institute officials.

A bystander acting in good faith or a reporting individual acting in good faith that discloses any incident of dating violence, domestic violence, stalking, or sexual assault or any Prohibited Conduct under the Title IX, Nondiscrimination, and Anti-Harassment Policy to Institute officials or law enforcement will not be subject to discipline under Pratt's Alcohol and Drug Use Policy for violations of alcohol and/or drug use policies occurring at or near the time of the commission of these incidents.

For employees

Pratt Institute endeavors to operate in an ethical and lawful manner and expects all employees and volunteers to conduct their activities in accordance with Pratt policies and applicable federal, state, and local law. All employees have a responsibility to report alleged violations or suspected violations. Employees who make good-faith reports of violations, including domestic violence, dating violence, stalking, or sexual assault, are also afforded protections under the whistleblower protections outlined in the Complaint Resolution and Whistleblower Protection Policy and retaliation protections outlined in the Title IX, Nondiscrimination, and Anti-Harassment Policy.

### **8.2.8 Resolution/Disciplinary Procedures for Dating Violence, Domestic Violence, Sexual Assault, and Stalking**

Pratt Institute's disciplinary procedures for dating violence, domestic violence, sexual assault, and stalking are detailed in the Title IX, Nondiscrimination, and Anti-Harassment Policy. (<https://www.pratt.edu/administrative-departments/student-affairs/community-standards-and-student-policies/title-ix-nondiscrimination-and-anti-harassment-policy/>). The disciplinary procedures are comprised of two processes: Formal Resolution and Informal Resolution.

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These disciplinary proceedings are used to address any combination of Pratt community members:

- Student/Student
- Student/Employee
- Employee/Employee

To initiate either formal or informal resolution, the victim (i.e. Complainant) or Title IX Coordinator must file a formal complainant. A formal complaint means a document filed by the Complainant or signed by the Title IX Coordinator alleging domestic violence, dating violence, sexual assault, and/or stalking by a Respondent (i.e. alleged community member) and requesting that the Institute investigate the allegation(s).

#### **Formal Resolution Procedures:**

The Formal Resolution Process consists of an investigation, hearing, appeal. The Formal Resolution Process uses the preponderance of evidence standard to reach decisions of responsibility. The procedures for the Formal Resolution Process are detailed in the Title IX, Nondiscrimination, and Anti-Harassment Policy. These procedures are conducted in a prompt, fair, and impartial manner from initial investigation to final result. The Formal Resolution Process, excluding unforeseen delays or time for attempted informal resolution or appeal, will be concluded within 90-110 business days upon receipt of the Notice of Allegations and Investigation. Appeals will be concluded within 25-30 business days of the filing of an appeal.

Institute officials that conduct Formal Resolution proceedings (i.e., Title IX coordinators, investigators, and decision makers) are trained in the definitions of Prohibited Conduct (including Title IX sexual harassment; the scope of the Institute's education program or activity; how to conduct an investigation and grievance process including hearings; and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. Decision makers will receive training on technology to be used at a live hearing and on issues of relevance of questions and evidence. Investigators will also receive training on issues of relevance. Administrative contacts, persons assigned as investigators and individuals appointed to disciplinary hearing proceedings to hear alleged violations of this Policy (e.g., decision makers) will receive annual training on relevant topics, including discrimination, harassment, sexual misconduct, sexual assault, stalking, domestic violence and dating violence, the effects of trauma, impartiality, the rights of the Respondent, including the presumption of "not responsible," and how to conduct investigations of sexual violence and disciplinary proceedings pursuant to the Institute's policies and procedures and that protect the safety and respectful treatment of all parties and promote accountability. Any training materials used to train any of these individuals is available on the Institute's public website.

#### Investigation Procedures

The Investigation is a fact gathering administrative process. All investigations are thorough, reliable, impartial, prompt, and fair. They involve interviews with all relevant parties and witnesses, obtaining relevant evidence, and identifying sources of expert information, as necessary.

The investigation will be performed by appropriate trained persons. Once the decision to commence a formal investigation is made, the Title IX Coordinator will appoint a trained Investigator(s) to conduct the investigation (the "Investigator"). A party wishing to challenge the selection of the Investigator must notify the Title IX Coordinator, in writing, within 3 business days of receipt of the name and contact information of the Investigator, stating the specific reason(s) for the party's objection. The Title IX Coordinator will determine whether the challenge has merit, and reserves



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discretion to make changes to the individual assigned as the Investigator. No Investigator will have a conflict of interest or bias.

Allegations of Prohibited Conduct will normally be investigated within 45 to 60 business days from the issuance of the formal Notice of Allegation and Investigation, though some investigations may take more time depending on the nature and specific circumstances of the case, involvement of law enforcement, and/or availability of witnesses. This timeframe may be paused if the parties enter into Informal Resolution. The Institute will make a good faith effort to complete investigations as promptly as possible and will communicate regularly with the parties to update them on progress, timing of the investigation and delay for good cause, if necessary.

During the investigation, the Institute has the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility. While the complainant and the respondent are not restricted from gathering and presenting relevant evidence, the Investigator is responsible for gathering relevant evidence to the extent reasonably possible.

The following types of evidence, and questions seeking that evidence, are impermissible. This means this information will not be accessed or considered, except by the Institute to determine whether one of the exceptions listed below applies. This information will not be disclosed or otherwise used, regardless of relevance:

- Evidence that is protected under a privilege recognized by Federal, State, or local law, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
- Evidence provided to an employee designated by the Institute as exempt from internal reporting under this policy, unless the person who made the disclosure or otherwise provided evidence to that employee has voluntarily consented to re-disclosure;
- A party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness, unless the Institute obtains that party's or witness's voluntary, written consent for use in its resolution procedures; and
- Evidence that relates to the complainant's sexual interests or prior sexual conduct, unless evidence about the complainant's prior sexual conduct is offered to prove that someone other than the respondent committed the alleged conduct or is evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to alleged sex-based harassment. The fact of prior consensual sexual conduct between the parties does not by itself demonstrate or imply the complainant's consent to other sexual activity or preclude a determination that Prohibited Conduct occurred.

The Investigator retains discretion to determine the order and method of investigation, witnesses as unnecessary or inappropriate, and to determine what evidence is relevant. Character evidence is not relevant evidence, and therefore will not be considered. Information will be obtained from each party separately. An Investigation usually involves the following steps and expectations:

- Interviews of the complainant and respondent (e.g. parties), including witnesses, and conduct follow-up interviews with each, as necessary. A good faith effort is made to interview all parties. Interviews are typically conducted via video conferencing software.

- A party's advisor may attend these interviews, subject to the rules described in this policy. Additional attendees may be permitted at the discretion of the Title IX Coordinator in connection with an approved disability-related accommodation. All persons present at any time during any part of the investigation or resolution process are expected to maintain the privacy of the proceedings and not discuss or otherwise share any information learned as part of the resolution process, and may be subject to further the Institute's discipline for failure to do so.
- Gathering and reviewing relevant evidence. The parties will be given an equal opportunity to present information in the context of the investigation, such as documents, communications, photographs, and other evidence, and the opportunity to suggest fact and expert witnesses and other inculpatory or exculpatory evidence. Parties and witnesses are expected to provide all available relevant evidence to the Investigator during the investigation. If relevant evidence is destroyed by a party, the Decision Maker(s) can take that into account in assessing the credibility of the parties, and the weight of evidence in the case.
- Parties whose participation is invited or expected at an investigative interview or other meeting will be provided written notice of the date, time, location, participants, and purpose of said event. Typically Institute employees (who are not a complainant) are required to participate in an investigation.
- Provide the parties the option to submit a list of questions they would like asked of the other party or any witnesses. The Investigator will ask those questions deemed relevant, and for any question deemed not relevant, will provide a rationale for not asking the question.
- Provide each interviewed party and witness an opportunity to review and verify the Investigator's summary notes (or transcript or recording) of the relevant evidence/testimony from their respective interviews and meetings.

At the conclusion of all fact-gathering, the Investigator will prepare a Draft Investigation Report and Evidence File that gathers, assesses, and synthesizes the evidence, accurately summarizes the investigation, and party and witness interviews, and provides all relevant evidence. The parties will have a minimum of ten (10) business days to inspect and review the evidence and submit a written response in writing to the Investigator. This report and evidence file will be shared via a secure electronic file sharing program with each party and their advisor. Typically, only written transcripts of audio or audiovisual recordings are provided in this file. To maintain the privacy of those participating in the process, the Institute reserves the right to only make available at an in-person and monitored meeting on campus non-transcribed audio or audiovisual recordings or other evidence that cannot be reasonably secured via the file sharing program.

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, to submit any additional relevant evidence, and the names of any additional witnesses with relevant information. This is the final opportunity to offer evidence or names of witnesses. Evidence not provided during the investigation process will not be considered by the Decision Maker(s).

When deemed appropriate by the Investigator, the Investigator shall then conduct any additional fact-gathering as may be necessary. If new relevant evidence was submitted as part of evidence review or is gathered during this second fact-gathering period, the new relevant evidence will be made available for review by the parties and their advisors. The parties shall have five (5) business

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days to provide a response to the newly-gathered evidence. No new evidence will be accepted as part of any response, except that the Investigator shall have the discretion to accept relevant evidence that was not previously available or known to exist, and that was not previously discoverable with the exercise of reasonable diligence.

The Investigator will consider the parties' written responses before finalizing the investigation report. Written responses will be shared between the parties during the final evidence review.

At the conclusion of the comment period, the Investigator will prepare a Final Investigation Report and Evidence File. This report and evidence file will be shared via a secure electronic file sharing program with each party and their advisor. The parties and their advisors will be provided as an opportunity to inspect and review all relevant evidence obtained as part of the investigation for a period of ten (10) business days prior to the hearing or decision making process.

Given the sensitive nature of the information provided during both review periods, none of 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.

Following the conclusion of the investigation, a hearing will be scheduled. The purpose of a hearing is for the Decision Maker(s) to determine whether the conduct occurred as alleged, and if so, whether that conduct violates this policy (or any other alleged policy violation that has been referred to this resolution process). Each party shall be provided with a Notice of Hearing, which shall include:

- Information regarding the date of the hearing, the identity of the Decision Maker(s);
- The process to be used at the hearing;
- Instructions on how to access the Final Investigation Report and Evidence File;
- The technology used to conduct the hearing;
- The process for identifying witnesses;
- A statement that if the party or witness does not appear at the scheduled hearing, the hearing may be held in their absence;
- Deadlines for submission of optional comments to the Final Investigation Report and Evidence File or preliminary questions;
- A reminder that the parties may have the assistance of an advisor of their choosing at the hearing and if the party will be required to have an advisor present to conduct cross-examination of the other party and any witnesses; and
- Instructions for scheduling an optional pre-hearing meeting with the Title IX Coordinator.

The hearing shall be scheduled no less than ten (10) business days from the date of the Notice of Hearing and the parties will be provided at least ten (10) business days to review the Final Investigation Report and Evidence File prior to the hearing.

No Decision Maker(s) shall have a conflict of interest or bias. Each party will be provided the opportunity to object to the Decision Maker(s) on the basis of a demonstrated bias or actual conflict of interest. Any objections to the Decision Maker(s) must be made in writing to the Title IX Coordinator, identifying the bias or actual conflict of interest, within three (3) business days of receipt of the

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Notice of hearing. Should the Title IX Coordinator determine that there is an actual bias or conflict of interest, the Title IX Coordinator shall remove the Decision Maker(s) and appoint another. This process will repeat for any newly appointed Decision Makers.

### **Hearing Procedures**

The hearing will be a live hearing. The Institute expects that all individuals who participate in the hearing process do so truthfully and that all who have a responsibility for carrying out one or more aspects of the hearing process do so fairly and without prejudice or bias. Hearings may be conducted in person or via videoconferencing. At its discretion, the Institute may delay or adjourn a hearing based on technological errors not within a party's control.

The Institute will appoint the Decision Maker(s), who may not be the same person as the Title IX Coordinator or Investigator, and may be a single Decision Maker or Panel of three (3), who will determine whether a violation of the Institute policy has occurred. If compelling circumstances arise that require a change in the hearing date or time, the Institute will provide the parties with written notice explaining the reason for such change. Typically, an advisor's or witness's inability to attend a hearing will not be a compelling reason to change the hearing date or time.

Parties are not obligated to participate in the hearing, however, the Institute may require witnesses that are Institute employees to participate in the hearing process. The Title IX Coordinator may determine that the hearing will continue in the absence of any party or any witness. The Decision Maker(s) shall not draw an inference about the determination regarding responsibility based solely on a party's absence from the hearing or refusal to answer questions posed.

Both the complainant and the respondent will be provided with the same opportunity to submit information and evidence, including evidence in the case file, or otherwise in the possession or control of the institution, and relevant to the case.

Each hearing shall be recorded by the Institute and this recording will be considered the only official recording of the hearing. No other individual is permitted to record while the hearing is taking place. The recording is the property of the Institute but shall be available for listening until the conclusion of the appeals process to the Complainant, Respondent, each party's respective advisor, Decision Maker(s), and Appeals Officer(s) by contacting the Title IX Coordinator.

### **Witness Participation**

The parties and the Decision Maker(s) all have the right to identify and request witnesses participate in the hearing. Witnesses participating in the hearing must have information relevant to the allegations. Parties who wish to call witnesses must submit the name of the witness at least five (5) business days in advance of the hearing to the Title IX Coordinator.

Only witnesses who participated in the investigation will be permitted to participate in the hearing, unless the witness was otherwise unknown or not known to have relevant information during the course of the investigation. If the witness did not participate in the investigation, the party must also provide the reason the witness was not interviewed by the Investigator, and what information the witness has that is relevant to the allegations.

The list of witnesses requested by the parties will be shared with the Decision Maker(s). The Decision Maker(s) will then determine whether the witness has relevant information and if there is sufficient justification for permitting the witness to participate. The Decision Maker(s) may instead send the case back to the Investigator to interview the newly proffered witness prior to the hearing taking place. A list of witnesses approved by the Decision Maker(s) will be provided to the parties at least three (3) business days prior to the hearing.

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## Comments

The parties may submit optional written comments to the Final Investigation Report and Evidence File for the Decision Maker(s). All comments must be emailed to the Title IX Coordinator at least five (5) business days in advance of the hearing. The Title IX Coordinator will provide any submitted comments with the Decision Maker(s) and the other party.

## Hearing Statements, Questioning, and Presentation of Evidence

During the hearing, the Investigator(s) will provide an overview of the investigation. Each party will be permitted to provide a brief introductory statement and present evidence. Following introductory statements and evidence presentations, the Decision Maker(s) will call parties, the Investigator(s), and witnesses for questioning. The order of questioning shall be determined by the Decision Maker(s). The Decision Maker(s) will pose questions to the parties, Investigator(s) and witnesses. Each party will be provided the opportunity to conduct cross-examination questioning. Cross-examination questioning is when one party asks the other party(ies), Investigator(s), and witnesses any relevant questions and follow up questions, including those challenging credibility at a hearing. Following the questioning of the parties, the Investigator(s), and witnesses, each party will be permitted to provide a brief closing statement. Closing statements are not subject to questioning by the parties or the Decision Maker(s). An advisor is not permitted to provide an opening or closing statement on behalf of their party.

## Cross Examination Procedures for Title IX Sexual Harassment Allegations

In accordance with 34 C.F.R. § 106.45, cross-examination questioning at a hearing resolving allegations of Title IX Sexual Harassment, must be conducted by each party's advisor. Parties are not permitted to directly ask questions of the other party(ies), the Investigator, or any witnesses.

Before any cross examination question is answered, the Decision Maker(s) will determine if the question is relevant. If a question is determined to not be relevant, it may not be answered. Cross examination questions that are harassing and unclear are not permitted. The Decision Maker(s) must give a party an opportunity to clarify or revise any question that the Decision Maker(s) has determined is unclear or harassing and, if the party sufficiently clarifies or revises a question, and the question is relevant, the question will be asked. Questions that are duplicative of those already asked, including those asked by the Decision Maker(s), may be deemed irrelevant.

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).

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

## Cross Examination Procedures for Non-Title IX Prohibited Conduct Allegations

At least three (3) business days prior to the hearing, each party may submit to the Title IX Coordinator a preliminary list of questions they wish to pose to the other party, to an Investigator, or to a witness at the hearing. The Title IX Coordinator will share this list of questions with the Decision Maker(s) to determine relevancy. If the Decision Maker(s) determines that any questions are not relevant or seek otherwise impermissible evidence, the Decision Maker(s) shall exclude the question and explain the reason for the exclusion of the question at the hearing.



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Direct questioning (including cross-examination) at a hearing can only be conducted by the Decision Maker(s). During the hearing, neither party is permitted to directly or indirectly question/cross-examine the other party, Investigator, or witness. Advisors are not permitted to directly or indirectly question/cross-examine the other party, Investigator, or witness.

During the hearing, the Decision Maker(s) will pose questions to the parties, Investigators, and witnesses including the questions the Decision Maker(s) approved to be asked that were submitted by each party prior to the hearing. Each party will then be provided an opportunity to submit follow-up written questions to the Decision Maker(s) for the Decision Maker(s) to pose to the other party, Investigator, or witnesses. If the Decision Maker(s) determines that any questions are not relevant to the allegations, or seek otherwise impermissible evidence, the Decision Maker(s) shall exclude the question and explain the reason for the exclusion of the question at the hearing and offer an opportunity to the party to reframe or resubmit the question. Questions that are unclear or harassing of the party or witness being questioned will not be permitted. Questions that are duplicative of those already asked, including those asked by the Decision Maker(s), may be deemed irrelevant if they have been asked and answered.

#### Hearing Participation Guidelines

The Decision Maker(s) shall have the authority to maintain order and decorum at the hearing. The Decision Maker(s), Title IX Coordinator, or Hearing Coordinator, will have the authority when necessary to adjourn the hearing or exclude 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, Decision Maker(s), or any other hearing participant.
- 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 Decision Maker(s).
- 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 Decision Maker(s), the advisor in cross examination, or the party or advisor in direct testimony. When the Decision Maker(s) 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.

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The Decision Maker(s) has the authority to determine the relevance of evidence submitted and of questions asked; and to determine whether any questions are abusive, intimidating, or disrespectful, and will not permit such questions.

The Decision Maker(s) or Hearing Coordinator (if applicable) shall have the authority to limit the time allotted to any phase of the hearing, and/or to limit the time allotted to the full hearing. During the hearing, the Decision Maker(s) or Hearing Coordinator (if applicable) have the discretion to manage hearing time accordingly. This means limiting opening/closing statements and questioning to specific timeframes. The Decision Maker(s) or Hearing Coordinator will determine when reasonable breaks are permitted and the duration of each break. Parties are permitted to request breaks during the hearing.

#### 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.

#### Role of the Advisor

Each party is entitled to be accompanied by one advisor at the live hearing. The role of the advisor to assist the party with understanding and navigating the hearing proceedings and, when applicable, to conduct cross examination questioning on behalf of that party. During a live hearing, the advisor may only speak for a party when conducting cross examination for Title IX Sexual Harassment. At all other times during the live hearing, the advisor may not advocate for, respond for, or otherwise speak on behalf of, a party. In the event that a party does not appear for the hearing, the advisor for that party may not participate in the hearing or submit questions to be asked on behalf of the party unless the party has submitted in writing to the Title IX Coordinator questions to be asked of hearing participants and permission for the advisor to ask the submitted questions on their behalf.

In the event that a party does not have an advisor present at a live hearing resolving Title IX Sexual Harassment, 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. Advisors provided by the Institute will typically be Institute employees or contractors that have training and an understanding of the purpose of cross examination.

#### Impact Statements

The parties may each submit a written impact statement prior to the conclusion of the resolution process. The impact statement is not evidence and will be reviewed only after a determination of responsibility is reached. Impact statements must be submitted to the Title IX Coordinator no more than two (2) business days after the hearing concludes. Impact statements will be provided to the Decision Maker(s) while they are deliberating on appropriate sanctions. The impact statement may be up to three (3) pages single spaced. The Title IX Coordinator will provide the impact statements to the parties for review. The parties may not respond to any submitted impact statements. The Title IX Coordinator will provide any submitted impact statements to the Decision Maker(s), only

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if there is a finding of responsibility, and only once the Decision Maker(s) is deliberating on appropriate sanctions.

#### Hearing Outcome – Determination of Responsibility

The Decision Maker(s) must issue a written determination regarding responsibility using the preponderance of the evidence standard. In reaching this decision, all relevant evidence must be objectively evaluated, and credibility determinations may not be based on a person's status as a complainant, respondent, or witness. The Decision Maker(s) cannot defer to any conclusions in the investigative report and must make an independent determination of responsibility.

If the Decision Maker(s) concludes that the respondent is responsible for a violation of this policy, then the Decision Maker(s) shall receive the respondent's disciplinary record (i.e., any previous disciplinary action or other violation of Institute policy, including this policy, for which the respondent was found responsible), and the party's impact statements to consider, as appropriate, in determining sanctions. The disciplinary sanction(s) for a violation of this policy will be based on a consideration of all of the circumstances, including but not limited to: the nature and severity of the conduct, the respondent's disciplinary history, and any other information deemed relevant by the Decision Maker(s).

Within ten (10) business days of the conclusion of the hearing process, the Decision Maker(s) will issue a written determination regarding responsibility to the Title IX Coordinator.

The determination report will include:

- A description of the alleged Prohibited Conduct;
- A reference to the policies and procedures used to evaluate the allegations;
- Description of all procedural steps taken to date;
- The Decision Maker(s)'s evaluation of the relevant and not otherwise impermissible evidence along with the finding of facts;
- Determinations for each allegation, with the rationale;
- Sanction determination (if applicable);
- Whether remedies will be provided;
- The procedures for an appeal; and
- When the determination becomes final.

The Institute will provide the written determination to the parties simultaneously. The Title IX Coordinator is responsible for effective implementation of any remedies. The Institute must wait to act on the determination regarding responsibility, including implementing disciplinary sanctions or remedies, until the determination becomes final. The determination regarding responsibility becomes final either on the date that the Institute provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely. Both parties have the right to choose whether to disclose or discuss the outcome of the Formal Resolution Process.

#### Disciplinary Sanctions and Remedies

Disciplinary sanctions are imposed on a respondent who has been found responsible and range from a warning up to and including expulsion/termination from the Institute. The disciplinary sanction(s)

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for a violation of this policy will be based on a consideration of all of the circumstances, including but not limited to: the nature and severity of the conduct, the respondent's disciplinary history, previous allegations involving similar conduct, the disciplinary provisions of applicable collective bargaining agreements (for employees represented by a union), and any other information deemed relevant by the Decision Maker(s). The following are sanction(s) that may be imposed:

- Behavioral requirement
- Change of class/job assignment and/or housing/work location
- Degree revocation
- Educational and/or restorative requirements or assignments
- Deferred suspension from Institute housing
- Delay/Withholding the awarding of a degree
- Expulsion/termination
- Institute service
- Loss/Restriction of privileges
- Mandatory health referral
- Oral or Written warning/letter of reprimand or censure
- Removal from office/position, demotion, and/or reduction in pay
- Restitution
- Restriction from Institute facilities, programs, or activities
- Restriction from personal contact/no contact order
- Transcript notation
- Student residential/Institute disciplinary probation/study abroad probation
- Suspension from study abroad site
- Suspension/dismissal from Institute housing
- Suspension/leave with or without pay

Remedies will be provided to a complainant where a respondent has been found responsible, through formal or informal resolution. Supportive remedies, which can include the supportive measures, range from referral to supportive services such as counseling or medical services to class and housing modifications, withdrawals, or leaves of absence; punitive or corrective sanctions or remedies range from a warning up to and including expulsion/termination from the Institute.

The Institute must wait to act on a determination regarding responsibility, including implementing disciplinary sanctions or remedies, until the determination becomes final. The determination regarding responsibility becomes final either on the date that the Institute provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

All responding parties are expected to comply with conduct sanctions/responsive actions/corrective actions within the timeframe specified by the Institute. Responding parties needing an extension

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to comply with their sanctions must submit a written request to the Title IX Coordinator stating the reasons for needing additional time.

Failure to complete conduct sanctions, responsive actions, or corrective actions by the date specified, whether by refusal, neglect or any other reason, may result in disciplinary action, which can include additional sanctions/responsive actions/corrective actions, such as suspension, expulsion, termination, or a transcript notation. Reports that a student failed to comply with conduct sanctions/responsive actions/corrective actions will be referred to the Assistant Vice President for Student Affairs/Dean of Students or designee and reviewed in accordance with the Institute's Student Code of Conduct. Reports that an employee failed to comply with conduct sanctions/responsive actions/corrective actions will be referred to Human Resources and reviewed in accordance with Human Resources procedures.

### **Process for Formal Resolution Appeals**

Following issuance of a written determination regarding a determination of responsibility or the Institute's dismissal of a formal complaint or any included allegations, the complainant and/or respondent, may file an appeal with the Title IX Coordinator via email or online form: [https://cm.maxient.com/reportingform.php?PrattInstitute&layout\\_id=7](https://cm.maxient.com/reportingform.php?PrattInstitute&layout_id=7).

A written appeal, based on one or more of the grounds listed below, must be made within five (5) business days of the receipt of the written decision or notification of dismissal and must clearly and fully set forth the evidence to support each identified ground of appeal which the appealing party is asserting. The grounds for appeal are limited to:

1. **Procedural Error:** A procedural error occurred would change the outcome. A description of the error and its impact on the outcome of the case must be included in the written appeal; or
2. **New Evidence:** New evidence or information has arisen that was not available or known to the party during the investigation or hearing, that would change the outcome. Information that was known to the party during the resolution process but which they chose not to present is not considered new information. The new evidence, an explanation as to why the evidence was not previously available or known, and an explanation of its potential impact on the investigation findings must be included in the written appeal; or
3. **Actual Conflict of Interest or Demonstrated Bias:** The Title IX Coordinator, Investigator, or others with a role in the process with an actual conflict of interest or demonstrated bias for or against complainants or respondents generally, or the individual complainant or respondent, that would change the outcome. Any evidence supporting the alleged conflict of interest or demonstrated bias must be included in the written appeal.
4. **Unreasonable Sanction:** The sanction is objectively unreasonable in light of the facts and circumstances.

When an appeal is filed, the Title IX Coordinator will determine if the written appeal clearly identifies one or more of the grounds for appeal. The Title IX Coordinator will not assess the merit of the appeal, but will review the documentation to confirm that grounds for an appeal have been asserted in the appeal. If a request for appeal is accepted, both parties will be notified in writing that an appeal is filed. The non-appealing party will be provided the opportunity to review the appeal and will be permitted five (5) business days from the date of review of the appeal to submit a written statement in support of, or challenging, the appeal. Any party's decision not to submit a reply to an appeal is not evidence that the non-appealing party agreed with the appeal.



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For matters involving Title IX Sexual Harassment, a panel of three (3) Appeal Officers will be appointed to review the appeal. For all other Prohibited Conduct, the Institute will appoint an Appeals Officer(s), who may be a single Decision Maker or Panel of three (3), to review the appeal. No Appeal Officer shall have a conflict of interest or bias. Anyone who made the determination regarding responsibility (i.e. who served as the Decision Maker(s) at the hearing) or dismissal on a formal complaint, investigated the formal complaint, or who is a Title IX Coordinator cannot serve as an Appeal Officer regarding that same formal complaint.

Within three (3) business days of an Appeal Officer(s) being assigned, either party may provide written objection to the Appeal Officer(s) on the basis of an actual bias or conflict of interest. Any objection is to be sent to the Title IX Coordinator. Should the Title IX Coordinator determine that there is an actual bias or conflict of interest, the Title IX Coordinator will appoint another Appeal Officer. This process will repeat for any newly appointed Appeal Officers.

Appeals are not intended to be full re-hearings of the complaint and generally will be considered upon a review of the written documentation only, of the parties and any pertinent documentation regarding the grounds for appeal. A preponderance of the evidence standard will be applied on appeal.

Unless there is good cause for temporary delay(s) or limited extension(s), the decision of the Appeal Officer(s) will be communicated to both parties, simultaneously and in writing, within ten (10) business days from when the Appeal Officer(s) received the appeal(s) and optional response(s). The appeal outcome will be final and binding. Both parties have the right to choose whether to disclose or discuss the outcome of the Formal Resolution Process.

### **Informal Resolution Procedures**

Informal Resolution is an agreement based alternative to the Formal Resolution Process where the parties each voluntarily agree to resolve the complaint in a way that does not include an investigation and/or hearing. An Informal Resolution Process cannot be offered unless a formal complaint is filed.

In accordance with 34 CFR §106.45, an Informal Resolution Process is not permitted when the formal complaint involves allegations of Title IX Sexual Harassment and when the student is the complainant and an employee is the respondent. Informal resolutions between student complainants and employee respondents may be permitted for all other forms of Prohibited Conduct.

Informal resolution is a voluntary, structured interaction between or among affected parties that balances support and accountability. An informal resolution does not necessarily require the parties to meet together. An informal resolution may involve an Institute employee and/or a third-party facilitator, to be selected by the Institute. Anyone designated to facilitate an Informal Resolution Process will not have a conflict of interest or bias. Informal resolution may involve mediation or restorative practices, by which the parties reach a mutually agreed upon resolution of an allegation. An informal resolution can include an acceptance of responsibility by the respondent. The Title IX Coordinator or designee may also, with the consent of the parties, negotiate and implement an agreement to resolve the allegations that satisfies all parties. If informal resolution is initiated, the Title IX Coordinator must still take other prompt and effective steps as needed to ensure that discrimination does not continue or recur within the education program or activity.

Any party may design a proposed agreement between the parties. The Title IX Coordinator must approve of the use of the Informal Resolution Process, and approve the final agreement between the parties. Informal resolution may be initiated by any party at any time prior to the release of a

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hearing or decision maker outcome. Once the final terms of the Informal Resolution Agreement have been agreed upon by all parties, in writing, and approved by the Title IX Coordinator, the matter will be considered closed, and no further action will be taken. Agreements reached via the Informal Resolution Process are final and cannot be appealed.

At any time, the Title IX Coordinator has the discretion to determine that informal resolution is not an appropriate way to address the reported conduct, and can refer the matter to the Formal Resolution Process.

Prior to the initiation of informal resolution, the Title IX Coordinator will provide the parties written notice that includes:

- The specific allegation and the specific conduct that is alleged to have occurred;
- The requirements of the Informal Resolution Process;
- Any consequences resulting from participating in the Informal Resolution Process, including the records that will be maintained or could be shared, and whether the Institute could disclose such information for use in a future Institute resolution/grievance process, including an investigation and resolution process arising from the same or different allegations, as may be appropriate;
- Notice that once an agreement is finalized and signed by the parties, the agreement is binding only on the parties, the resolution is not subject to appeal, and the parties cannot initiate or continue an investigation procedure arising from the same allegations;
- A statement that the respondent is presumed not responsible for violating this policy, unless respondent admits to or accepts responsibility for violations of this policy;
- An explanation that all parties may be accompanied by an [advisor](#) of their choice;
- A statement that any party has the right to withdraw from the Informal Resolution Process and initiate or resume formal resolution procedures at any time before agreeing to a resolution;
- Notice that any violations of the agreed terms of the Informal Resolution Agreement may result in referral to the Student Code of Conduct or Human Resources for disciplinary action; and
- Information regarding Supportive Measures, which are available equally to the parties.

### **Transcript Notations**

Pratt Institute will denote outcomes of Prohibited Conduct on academic transcripts of students found in violation of this policy that is deemed a violent offense as defined by CLERY reportable crimes – crimes of violence. Crimes of violence are criminal homicide, rape, incest, fondling, robbery, aggravated assault, burglary, motor vehicle theft, and arson.

Transcript notations are applied at the conclusion of the conduct proceedings and appeals processes. The following are examples of language that may appear on an academic transcript

- “Expelled after a finding of responsibility for a code of conduct violation”
- “Suspended after a finding of responsibility for a code of conduct violation”
- “Withdrew with conduct charges pending”

Transcript notations for a student suspended or who chooses to withdraw pending conduct investigation will remain on a transcript for a minimum of one year. After one year's time, a student may request to have the transcript notation removed by filing an appeal with the Vice President for Student Affairs. If an appeal is not filed, the notation will be removed after seven years.

To file an appeal to have the transcript notation removed from an academic transcript, a student must submit in writing to the Vice President for Student Affairs the following:

- A statement describing the incident and what was learned over their time away from the Institute.
- Documentation of successful completion of an in-/outpatient program or therapy to address the conduct.

Students who withdrew from the Institute prior to resolution of the conduct process will need to fulfill the sanctions found in absentia before being permitted to appeal.

Transcript notations for students expelled are permanent and cannot be appealed.

## 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
<b>Domestic Violence</b>	2022	0	0	0	0
	2023	0	0	0	0
	2024	1	0	0	0
<b>Dating Violence</b>	2022	0	0	0	0
	2023	5	5	0	1
	2024	4	4	0	0
<b>Stalking</b>	2022	5	1	0	0
	2023	2	1	0	0
	2024	3	2	0	0

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Manhattan Campus

## VAWA Crimes Reporting Table

Three-Year Comparison

Offense Type	Year	On-Campus Property	Public Property
Domestic Violence	2022	0	0
	2023	0	0
	2024	0	0
Dating Violence	2022	0	0
	2023	0	0
	2024	0	0
Stalking	2022	1	0
	2023	0	0
	2024	0	0

Rome Program Campus

## VAWA Crimes Reporting Table

Three-Year Comparison

Offense Type	Year	On-Campus Property	Public Property
Domestic Violence	2022	0	0
	2023	0	0
	2024	0	0
Dating Violence	2022	0	0
	2023	0	0
	2024	0	0
Stalking	2022	0	0
	2023	0	0
	2024	0	0

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## 9. 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/>

### 9.1 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

#### 9.1.1 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.

#### 9.1.2 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.

### **9.1.3 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.

## **9.2 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, students 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.

### 9.2.1 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

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responsibility to ensure the server's ability to comply with this policy in advance of the scheduled event.

- Alcohol can only be served and consumed in a clearly designated area that is separated from the area where alcohol cannot be served or consumed.
- A sign must be posted at the point of service indicating the NYS legal drinking age is 21 and minors will not be served. All students in attendance are required to provide identification to confirm proof of age prior to service. Students confirmed as 21 years of age must be provided with an identifying wristband valid only for the event. (Provided free of charge by the Office of Student Involvement.) The only acceptable forms of identification which can serve as positive proof of age are:
  - A driver's license (if the year of birth and picture are on the license),
  - A government-issued photo identification card, or
  - A passport
  - Valid Pratt identification is required for admission to the event. If other guests are invited, they must present a valid form of identification. A maximum of two guests per Pratt student host will be admitted, space permitting. Non-hosted guests are not permitted.

Alcohol permitted/prohibited (Quantities to be approved by the director of student involvement):

- Student groups must serve beer in kegs. Bottled or canned beer is not permitted.
- Wine is permitted only with prior approval from the director of student involvement.
- Hard liquor of any kind is not permitted.
- The number of drinks per person is restricted to one per hour and shall not exceed four per event.
- Individuals who appear to be intoxicated may not be served alcoholic beverages under any circumstances.
- Persons under the age of 21 are not permitted to hold alcohol.

Exceptions to these procedures must be approved by the vice president of the sponsoring division. Use the Alcohol Location Exemption Form to obtain this approval.

### **9.3 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.

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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

### **9.3.1 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 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

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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.

### **9.3.2 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:

## **9.4 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:	
<b>First offense:</b>	1 year
<b>Second offense:</b>	2 years
<b>Third offense:</b>	Indefinite

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:	
<b>First offense:</b>	2 years
<b>Second offense:</b>	Indefinite

## 9.5 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.

Additional resources for substance abuse and alcohol abuse programs are provided at Substance Abuse and Alcohol Programs Helpful Websites.

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### **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](#).

## **9.6 Narcan Training**

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

### **Jasmine Cuffie**

**Associate Director; Health Promotion and Well-Being Specialist**

200 Willoughby Avenue

Willoughby Hall 1, Room 117

Brooklyn, NY 11205

718.399.4542

[jcuffie@pratt.edu](mailto: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 [The Counseling Center webpage](#).

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## 10. 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.

### 10.1 (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.

### 10.2 Security of and Access to Pratt Insti- tute's Facilities

#### 10.3.1 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.

#### 10.3.2 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.

#### 10.3.3 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.

#### 10.3.4 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](#).

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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.

#### **10.3.5 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.

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

Pratt Institute does not have officially 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.

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# 11. 2025 Annual Fire Safety Compliance Report

Prepared by the Department of Campus Safety

Includes the Institute's Campus Safety Fire Practices and Standards for the 2025-2026

Academic Year and Fire Statistics for Calendar Years 2022, 2023, and 2024.

## 11.1 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.

### 11.1.1 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 and 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 2022, 2023, and 2024. 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



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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.

### **11.1.2 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 2022, 2023, and 2024 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.

## **11.2 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.

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### 11.2.1 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.

### 11.2.2 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.**

### 11.2.3 Dormitory Fire Systems

#### Annual Dormitory Fire Systems Report

Residence Hall	Fire System Description	System Type
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.

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## 11.2.4 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.

[\(See the Resident Student Living Guide 2025/2026\)](#)

### 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.

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## 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.

## 11.3 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.

### 11.3.1 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.

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- 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 a 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 a 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.

### **11.3.2 Reporting Fire**

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.

## **11.4 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 2022, 2023, and 2024 are provided on the next page.



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

Three-Year Comparison

## Annual 2022 Fire Report on Residence Halls

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

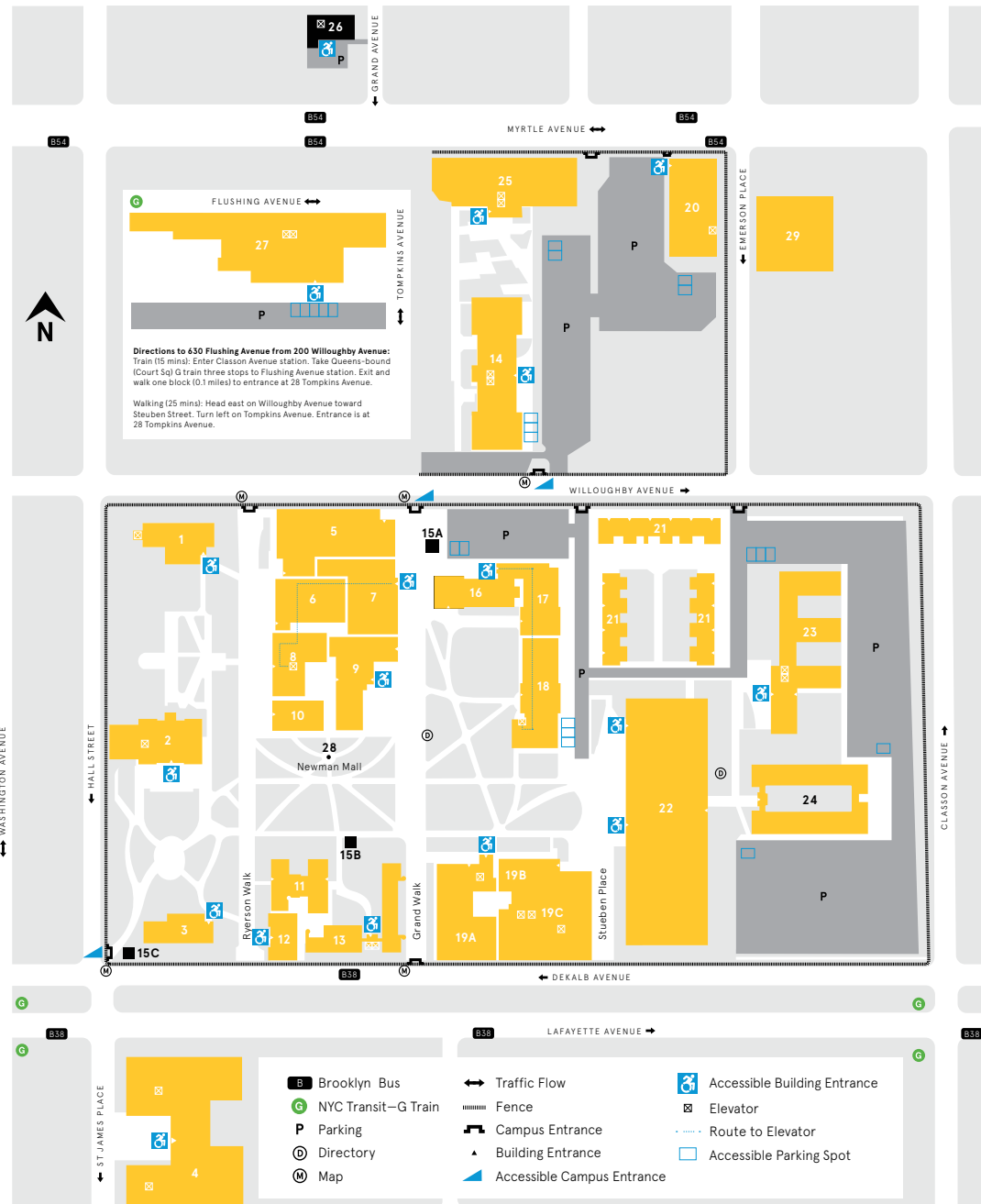
## Annual 2023 Fire Report on Residence Halls

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

## Annual 2024 Fire Report on Residence Halls

Residence Hall	Fire	Fire Category and Cause	Injuries	Deaths	Property Damage
<b>Willoughby Hall</b> 215 Willoughby Avenue	3	N/A	0	0	\$0.00
<b>Leo J. Pantas Hall</b> 224 Grand Avenue	0	N/A	0	0	\$0.00
<b>Esther Lloyd Jones Hall</b> 243 Ryerson Street	0	N/A	0	0	\$0.00
<b>Cannoneer Court</b> 280–296 Classon Avenue	0	N/A	0	0	\$0.00
<b>Vincent A Stabile Hall</b> 203 Emerson Place	0	N/A	0	0	\$0.00
<b>Emerson Townhouses</b> 172–186 Emerson Place	0	N/A	0	0	\$0.00
<b>Steuben Townhouses</b> 171–185 Steuben Street	0	N/A	0	0	\$0.00
<b>Willoughby Townhouses 220–234 (220A, 226A, 232A)</b> Willoughby Avenue	0	N/A	0	0	\$0.00
<b>Grand Ave</b> 100 Grand Avenue	0	N/A	0	0	\$0.00
<b>Emerson Place</b> 135 Emerson Place	0	N/A	0	0	\$0.00
<b>Caroline Ladd Pratt House</b> 229 Clinton Avenue	0	N/A	0	0	\$0.00

# 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 Terian Design Center | 27. Pfizer Building, 630 Flushing Avenue |
| 3. DeKalb Hall   | 13. Pantas Hall                   | 19C. Steuben Hall                        | 28. Newman Mall and Clock                |
| 4. Higgins Hall  | 14. Willoughby Hall               | 20. Film/Video Building                  | 29. Emerson Place Residence              |
| 5. North Hall    | 15A. Willoughby Security Booth    | 21. Pratt Townhouses                     |  |
| 6. Memorial Hall | 15B. Pantas Security Booth        | 22. ARC Building                         |  |
| 7. Student Union | 15C. Hall Security Booth          | 23. Stabile 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          |  |  |