



## 2021 ANNUAL SECURITY AND FIRE REPORT



# CONTENTS

Welcome .....	2	Reporting Options .....	25
Legal Requirements Of The Campus Security Act . . .	3	University Judicial Report	
The Louisiana State University Police Department . .	4	Law Enforcement Reporting	
Reporting Crime Or Emergencies .....	6	Counseling Resources And Services	
Safety Policies. ....	6	Mental Health Service—Lsu	
Use Of University Facilities. ....	6	Student Advocacy & Accountability	
Residence Halls And Apartments		Student Services	
Academic And Administrative Buildings		Safety Tips. ....	28
Monitoring And Recording Criminal Activity Of Off- Campus Student Organizations. ....	7	Protecting Yourself At Home, In Your Room, Residence Hall, Or Apartment	
Hazing .....	7	Protect Yourself When Walking	
How Can Hazing Be Reported?		Protect Your Automobile Or Bicycle	
Weapons Policy .....	8	Protecting Yourself When Driving	
Sales Or Use Of Illegal Drugs .....	8	Rideshare Safety	
Sales Or Use Of Alcoholic Beverages .....	8	Clery Crimes And Definitions	
Emergency Notification And Timely Warning Policy .	9	Alcohol, Drug, And Weapon Violations	
Communication Methods		Hate Crimes	
Types Of Communications		Arrests	
Location Definitions		Disciplinary Referrals	
Additional Information		Hate Offenses	
Emergency Response .....	12	Residential Life Policies. ....	39
Missing Student Notification. ....	12	Appliances	
Safety Programs. ....	13	Grills And Grilling	
Lsu Shield		Extension Cords	
Campus Transit		Flammable Items	
Crimestoppers		Candles And Incense	
Equalizer		Fire Alarm Standards. ....	42
R.A.D.		Portable Fire Extinguisher Standards. ....	42
Title Ix Sexual Misconduct Policy		Response To Fires And Fire Alarms .....	43
(Lsu System Permanent Memorandum No. 73) .....	15	When A Fire Alarm Goes Off	
Procedures		After The Alarm/Fire	
Complaint And Investigation		If A Threat Of Fire Exists Or If Fire Is Discovered	
Resolution Process Pool		Resident Evacuation Instructions .....	44
We're Committed To Ending Sexual Violence		Evacuation Procedures And Locations	
The Lighthouse Program		Fire, Safety, Life Code Information .....	45
Medical Care And Evidence Collection .....	25	Residential Life Fire Safety Equipment	
		Greek House Fire Safety Equipment	
		Residential Life Fire Statistics	
		Greek Houses Fire Statistics	





## WELCOME

On behalf of the Louisiana State University Police Department (LSUPD), I would like to welcome you to LSU's diverse and vibrant campus community. The department currently employs 60 certified law enforcement officers that provide patrol and protection of campus and local assets 24 hours a day, 365 days per year. The safety and well-being of students, faculty, staff, alumni, and visitors is our top priority. We are committed to providing the highest level of professional police and public safety services to foster a safe learning and working environment for all.

This report is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, the Higher Education Opportunity Act, and the Violence Against Women Reauthorization Act of 2013 (VAWA). The VAWA amended the Clery Act to require institutions to compile and share statistics, policies, procedures, and programs for incidents of domestic violence, dating violence, sexual assault, and stalking.

The information contained in this report is intended to provide education about the policies, procedures, and programs that exist to assist you in protecting your safety and well-being. It is also intended to inform the campus community, and prospective members of the campus community, about reports of crimes that occurred on or near certain properties LSU owns or controls.

Chief of Police  
Bart Thompson  
225-578-3231  
[bthompson@lsu.edu](mailto:bthompson@lsu.edu)

## EMERGENCY PHONE NUMBERS

<b>FOR EMERGENCIES</b> .....	<b>911</b>
<b>LSU Police</b> .....	<b>225-578-3231</b>
<b>Baton Rouge City Police</b> .....	<b>225-389-2000</b>
<b>East Baton Rouge Sheriff's Office</b> .....	<b>225-389-5000</b>
<b>Louisiana State Police, Troop A</b> .....	<b>225-754-8500</b>
<b>LSU Mental Health Service</b> .....	<b>225-578-8774</b>
<b>Baton Rouge Sexual Trauma Awareness and Response (STAR) 24 Hour Hotline</b> .....	<b>855-435-7827</b>
<b>National Domestic Abuse Hotline</b> .....	<b>1-800-799-7233 or live chat at <a href="https://thehotline.org/#">thehotline.org/#</a></b>

## LEGAL REQUIREMENTS OF THE CAMPUS SECURITY ACT

**The Campus Security Act requires colleges and universities to:**

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classroom (the statistics must be gathered from campus police or security, local law enforcement, and other university 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 security department and is reported to the campus police or security department";
- Publish an Annual Fire Safety Report;
- Disclose fire statistics for residential housing facilities; and
- Report hate crimes.

The Louisiana State University Police Department is responsible for preparing and distributing this report. The LSU Police Department compiles the information through a cooperative effort with other departments and agencies including the Office of the Dean of Students, Student Advocacy & Accountability, LSU Athletics, Residential Life, the Baton Rouge Police Department, and the East Baton Rouge Parish Sheriff's Office. We encourage members of the Louisiana State University community to use this report as a guide for safe practices on and off campus.

For a paper copy, contact the Louisiana State University Police Department at 225-578-3231 or email [LSUPD@lsu.edu](mailto:LSUPD@lsu.edu).





## THE LOUISIANA STATE UNIVERSITY POLICE DEPARTMENT

The LSU Police Department is located in the University Public Safety Building on South Stadium Road. The department operates 24 hours a day and employs 60 full-time commissioned police officers along with 16 non-sworn support staff. Police officers must successfully complete 603 hours of basic training at an approved police academy and a 480-hour field training program. The training curriculum is mandated by the Louisiana Peace Officer Standards and Training Commission and includes such topics as criminal law and procedures; patrol and investigation practices; and cultural diversity, incident deescalation, and implicit bias policing. An array of 20 hours of in-service training programs are mandated to update and enhance the professional skills of the officers and must be completed yearly.

University police officers are vested with all of the powers, authority, and responsibilities of any police officer of the state on property owned by the university, including adjacent public streets. Police authority is derived from section 17:1805 of the Louisiana Revised Statutes. While there are no formal written agreements with other law enforcement agencies, the Police Department cooperates fully with federal, state, and local law enforcement agencies in cases which involve both on-campus and off-campus jurisdiction or when the resources of another agency can be used to facilitate the resolution of an investigation.

The LSU Police Department is responsible for security, safety, law enforcement, and emergency services for the university community. The LSU Police works in cooperation with the Office of Environmental Health & Safety, the Office of Parking & Transportation Services, and the Office of Risk Management to enhance the safety and security of the campus.

**I. L.R.S. 17:1805 Authority of University or College Police Officer**

- A.
1. Those persons who are university or college police officers responsible for maintaining general order and exercising police power on the campus of a state-supported or a private college or university shall be designated as university or college police officers.
  2. Each as such person named as a police officer by the president of the college or university shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as provided in Subsection E of this section. Such commission shall remain in force and in effect at the pleasure of the employing college or university.
  3. While in or out of uniform, these police officers shall have the right to carry concealed weapons and to exercise the power of arrest when discharging their duties on their respective campuses and on all streets, roads, and right-of-way to the extent they are within or contiguous to the perimeter of such campuses. In the discharge of their duties on campus and while in pursuit on or off the campus, each university or college police officer may exercise the power of arrest.
  4. Each such police officer shall execute a bond in the amount of ten thousand dollars in favor of the state for the faithful performance of their duties. The premium bond shall be paid by the employing institution.
- B. Any person arrested by a college or university police officer, in the exercise of the power hereinabove granted, shall be immediately transferred by such officer to the custody of the sheriff or city police wherein arrest occurs.
- C. On and after January 1, 1975, no person shall be commissioned as a college or university police officer, unless prior to such commissioning the person has, as a minimum requirement, completed and graduated from the six-week program of the Basic Law Enforcement Training Academy of Louisiana State University and Agricultural and Mechanical College or possesses equivalent training or experience.
- D. Upon authorization by the chief administrative officer of the educational institution, a college or university police officer shall have authority to discharge his duties off campus as follows:
1. If engaging in intelligence gathering activity.
  2. When investigating a crime committed on campus.
  3. When transporting prisoners in furtherance of duties as set forth in this section.
  4. When transporting money, securities, or other valuables on behalf of the college or university.
  5. While providing security or protective services for visiting dignitaries to the college or university both on and off the campus.
  6. If specifically requested by the chief law enforcement officer of the parish or city.
- E. Notwithstanding any of the provisions of this section to the contrary, any state supported or private college or university situated within the territorial limits of any municipality having a population in excess of 250,000 persons may, at the option of said college or university, have its campus police officers commissioned as university or college police officers by such municipal or city police department, rather than the Department of Public Safety, upon complying with the requirements and regulations as may be prescribed by said municipal or city police department for the commissioning of special officers. Such commissions issued by a municipal or city police department shall confer upon such campus police officers all rights and privileges as are enumerated in this section with respect to officers commissioned through and by the Department of Public Safety; provided, however, that such officers shall not be entitled to supplemental pay for municipal police officers.
- F. Notwithstanding any provision of this section to the contrary, on July 1, 1991 and thereafter, no person shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as otherwise provided in Subsection E of this section until there has been a determination made by the commissioning authority that the particular public or private college or university name the police officers is in compliance with the provisions of R.S. 17:3351(C), or, in the case of a private college or university, is in compliance with substantially similar requirements adopted by the particular institution, relative to reporting certain statistics on reported criminal offenses, adopting certain written security policies and procedures, and publishing certain such policies and procedures.
- G. Each person who is employed as a full-time college or university police officer may carry a concealed handgun, whether in uniform or not and whether on or off duty, provided the person meets the requirements for college and university police offices set forth in this section and is certified by the Council on Peace Officer Standards and Training.

Added by Acts 1968, No. 529, §§ 1, 2. Amended by Acts 1974, No. 269, § 1; Acts 1978, NO. 754, § 1; Acts 1979, No. 594, § 1; Acts 1981, No. 874, § 1; Acts 1984, No. 478, § 1; Acts 1990, No. 916, § 1, eff. July 25, 1990; Acts 1991, No. 289, § 8; Acts 1995, No. 1192, § 1; Acts 1997, No. 508, § 2.





## REPORTING CRIME OR EMERGENCIES

LSU Police is responsible for all law enforcement services on LSU property. For emergencies, dial 911. For non-emergencies, dial 225-578-3231 (or 8-3231 from any on-campus telephone). LSU Shield App for mobile devices can be used to report emergencies or incidents. Reports can also be received in person at the Public Safety Building. Report tips anonymously through the LSU Police website or LSU Shield app. Off-campus crimes may be reported to the Baton Rouge Police Department or the East Baton Rouge Parish Sheriff's Office. Both of these law enforcement agencies can be reached by dialing 911.

## SAFETY POLICIES

The university makes every effort to ensure that the campus facilities, buildings, and grounds are designed and maintained in such a way as to promote safety and reduce criminal opportunity. Particular attention is paid to the design of landscaping and exterior lighting.

## USE OF UNIVERSITY FACILITIES

With the exception of events that are open to the general public and advertised as such, the university's facilities and programs are generally reserved for accomplishing the objectives and programs of the university. Visitors and non-university affiliated groups seeking to utilize university facilities are expected to make prior arrangements with the appropriate university office. Authorization to use the LSU facilities is determined by university regulations then in effect. Visitors and guests to LSU residence halls must be registered by their hosts while in residence halls and apartments.



## Residence Halls and Apartments

Policies to maintain safety within residence halls include staffed desks in Residential Life controlled communities 24 hours a day. All Residential Life communities have limited, card access only through main doors. Procedures for guest visitation are established, and hours are set in accordance with rules printed in the Living on Campus Handbook, issued to all Residential Life communities and available online at [lsu.edu/housing](https://lsu.edu/housing). Residential Life communities are equipped with fire safety equipment including smoke detectors and/or heat sensors that activate the central fire alarm system, and most are installed with automatic fire sprinkler systems. Only Edward Gay Apartments aren't on a central fire alarm/sprinkler system and does not have card access at the front door to the apartment. In the communities, emergency exits are equipped with alarms that sound whenever opened. Residential Life staff members are trained to maintain security and to summon police, fire, medical, and maintenance assistance when needed. Criminal activity observed within or in the vicinity of buildings is reported to the LSU Police Department. Firearms, explosives, fireworks, or other hazardous materials are not permitted in or around residence halls or university apartments.



## Academic and Administrative Buildings

Academic and administrative buildings are secured by Facility Services personnel. Hours of security may vary from building to building, depending on use. Like the residence halls, these buildings are equipped with fire safety equipment including smoke detectors and/or heat sensors that activate the central fire alarm system. Weekend and after-hours use of academic and administrative buildings may be scheduled through the Office of the University Registrar.

## MONITORING AND RECORDING CRIMINAL ACTIVITY OF OFF-CAMPUS STUDENT ORGANIZATIONS

The Office of Campus Life supports and oversees registered student organizations. There are no off-campus student organizations registered or recognized by Louisiana State University.

## HAZING

New state laws and LSU policies increase the penalties for hazing, which is defined as any behavior designed to harm, punish, or humiliate others. No one can "consent" to being hazed.

### How can hazing be reported?

If you witness or suspect hazing, please contact the appropriate university officials immediately. You can contact LSUPD at 225-578-3231. You may also report anonymously to Baton Rouge Crime Stoppers at 225-344-STOP (7867).

Mandated reporting form for LSU Employees to law enforcement:

[lsu.edu/studentaffairs/hazing/lsu-bor-standardized-reporting-form-institutions-hazing.pdf](https://lsu.edu/studentaffairs/hazing/lsu-bor-standardized-reporting-form-institutions-hazing.pdf)

This standardized form, developed by the Board of Regents pursuant to Act 382 of 2019, is to be used by organizations affiliated with postsecondary institutions to report any information received by the organization regarding incidents of hazing. Organizations must send this report to law enforcement and the affiliated institution as soon as practicable. This report contains unredacted information,



as required by Act 382 of 2019. Subsequent use and disclosure of this report remains subject to applicable laws and regulations, including the Family Educational Rights and Privacy Act and the Health Insurance Portability and Accountability Act. Please email the completed form to [LSUPD@lsu.edu](mailto:LSUPD@lsu.edu).

If you are unable to access the PDF form, please contact LSUPD at 225-578-3231 as an alternate means of making your report or to receive a hard copy of the form.

## WEAPONS POLICY

LSU is a firearm-free zone. The use of weapons by university police personnel is governed by state law and departmental regulation. LSU enforces all provisions of the state Criminal Code including those prohibiting possession of firearms within a firearms free zone as provided at R. S. 14:95.2. As it relates to universities, R. S. 14:95.2 prohibits the carrying of a firearm by a student or non-student on university property and is defined as the intentional possession of any firearm on one's person, on a university campus, within 1,000 feet of a university campus, or on a school bus. The penalty upon conviction is imprisonment at hard labor for not more than five years. The statute does not apply to:

- A federal law enforcement officer or a Louisiana-commissioned state or local Post Certified law enforcement officer who is authorized to carry a firearm.
- A school official or employee acting during the normal course of his employment or a student acting under the direction of such school official or employee.
- Any person having the written permission of the principal or as provided in R.S. 17:3361.1.
- The possession of a firearm occurring within 1,000 feet of school property and entirely on private property or entirely within a private residence.
- Any constitutionally protected activity that cannot be regulated by the state, such as a firearm contained entirely within a motor vehicle.
- Any student carrying a firearm to or from a class, in which he is duly enrolled, that requires the use of the firearm in the class.
- A student enrolled or participating in an activity requiring the use of a firearm including but not limited to any ROTC function under the authorization of a university.
- A student who possesses a firearm in his dormitory room or while going to or from his vehicle or any other person with permission of the administration.
- Any person who has a valid concealed handgun permit issued pursuant to R.S. 40:1379.1 or 1379.3 and who carries a concealed handgun within 1,000 feet of any school campus.

In addition to such criminal penalties as may be imposed, the unlawful use, possession, or carrying of a firearm or dangerous weapon within LSU facilities and premises by an employee shall be cause for termination of employment. Further, otherwise legal possession or use of a firearm by an employee in a manner which reasonably endangers the safety of others shall be cause for disciplinary action by LSU.

## SALES OR USE OF ILLEGAL DRUGS

LSU complies with all federal and state laws which prohibit the use, possession, and sale of illegal drugs. The university is a drug-free zone under Louisiana law and will not shield any student, employee, or visitor from action by civil authorities.

## SALES OR USE OF ALCOHOLIC BEVERAGES

LSU complies with all federal and state laws which regulate the sale and use of alcohol. The university neither condones nor shields from prosecution any individual found in violation of the Louisiana Alcoholic Beverage Control laws. The university does authorize alcoholic beverages on campus for sanctioned events complying with state law. These events are governed by the LSU Policy Statement 78 at [lsu.edu/policies/ps/ps\\_78.pdf](https://lsu.edu/policies/ps/ps_78.pdf).

# EMERGENCY NOTIFICATION AND TIMELY WARNING POLICY

In conjunction with LSU PS-18 ([lsu.edu/policies/ps/ps\\_18.pdf](https://lsu.edu/policies/ps/ps_18.pdf)), the LSU Emergency Operations Center (EOC) ([lsu.edu/oep/eoc/index.php](https://lsu.edu/oep/eoc/index.php)), and the federal Jeanne Clery Act, the university makes every effort to notify members of the campus community of any incident that could threaten their safety as well as other incidents, crimes, or trends of which they should be aware in order to make the best possible decisions about their personal safety. To share notifications, the university uses several different methods of communication to attempt to reach all members of the LSU community. Different methods of communication will be used in different circumstances, all of which are outlined in this policy.

Below are the various mediums by which LSU notifies the campus to safety threats or trends, followed by the definitions of the types of communications LSU will send out:

## Communication Methods

### Emergency Text Message

LSU contracts with a vendor that provides the university with a platform for emergency text messages. The text message service is optional and subscriber-based, so all students, faculty, and staff are strongly encouraged to register their mobile phones to receive emergency texts. Regular text messaging rates apply, but the university makes every effort to restrict these messages to true emergencies or alerts of a critical nature to the LSU community. Students, faculty, and staff can register their phones on their myLSU accounts by clicking “Personal Preferences,” then “Emergency Contacts.”

### Emergency Broadcast Email

When an emergency text message is sent out, an accompanying email—sent by the same service provider—will also be sent to every student, faculty, and staff member. Unlike the text messaging service, the accompanying email system is not subscriber-based. Therefore, every member of the LSU community who has an email address ending in “@lsu.edu” will automatically receive the accompanying email.

### Homepage Banner

When an emergency text message is sent out, that message will automatically be fed to the LSU homepage, [lsu.edu](https://lsu.edu), where the message will appear in a red banner across the top of the page. The same banner and message will also appear on any LSU webpage built in the university’s official web platform.

### Homepage Tile

Depending on the nature of the emergency, LSU may use a box (or “tile”) on the homepage to provide details about the event. The tile is typically placed in the top left position on the homepage so that it pulls up first on mobile devices, since LSU’s website is responsive. If applicable, the tile will link to any further information that is available on the emergency.

### Follow-up Broadcast Emails

LSU may use its emergency message provider or its own broadcast email system to provide additional information to students, faculty, and staff in follow-up emails. This method is used when an emergency or event lasts for a period of time and there are informational—but not life-threatening or critical—messages that need to continue going out to the campus community as the event unfolds over time.

### LSU Social Media

LSU’s primary social media channels will be updated with any information regarding campus emergencies. The channels are monitored closely by the LSU Division of Strategic Communications, whose staff also responds to questions or comments from users on the channels.

### LSU Mobile App

If applicable, LSU’s mobile app will be updated with any available information about an emergency. The app may also link users back to the LSU homepage, LSU social media, or other informational items that will provide more detail.



## News Media

Depending on the nature of the emergency or event, LSU will notify local, state, or even national news media to help spread the message to the LSU community about any safety hazards or required action.

## On-campus Computers

Depending on the nature of the emergency or event, LSU may also send the same language that was sent via emergency text message to on-campus computers that are hard-wired to the LSU network. Those computers must contain the necessary software required to receive the messages. The emergency notification will show up on the computer's screen and will require the user to acknowledge the information by clicking a button in order to return to the screen on which they were working.

The software is available to departmental IT administrators to install and configure. Departmental IT administrators can contact the LSU Information Security team at [security@lsu.edu](mailto:security@lsu.edu) to request a copy of the software. Once the security team provides the software and registers a department, the security team will contact the departmental administrator when new versions are released.

## On-campus Landline Telephones

If applicable, LSU may send a message to campus landlines that are voicemail-enabled through LSU's official voicemail provider. The emergency notifications will be delivered as a voicemail message. If the university uses this method, it requires the emergency manager or an employee from Strategic Communications to record a voice message and distribute that voice message to campus phones. Therefore, this communication method takes more time than the other emergency notification methods and is typically only used under certain circumstances when deemed appropriate.

## Digital Boards

Some digital boards on campus are set up to receive emergency notifications through the emergency text messaging system. These can include boards inside campus buildings or residence halls or outside of buildings and athletic facilities around the campus. If the university deems it necessary to use the boards to communicate an emergency, the EOC or LSU Police Department would be the sender of that message.

# Types of Communications

## Emergency Notifications

In the event of an immediate, significant danger to the health or safety of the campus community or when an immediate, specific action is required of members of the LSU community to protect their health or safety, LSU officials will issue an emergency notification. This notification can include the entire campus or be limited to a specific area or population deemed at risk.

An emergency notification will be issued immediately upon the university confirming that there is an emergency or dangerous situation at hand. The university will make this determination on a case-by-case basis, with life/safety in mind. LSU will always err on the side of caution, and if there is any doubt about the safety of the LSU community, a notification will be sent. LSU Police and/or the LSU EOC will make the determination to send out a notification and to which members of the LSU community to send it, based upon the facts of the incident.

The only possible exception to LSU delivering such a message immediately is if issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Emergency notifications will be delivered via emergency text message, an accompanying broadcast email, and a red emergency banner to the LSU homepage, [lsu.edu](http://lsu.edu). LSU Police, the emergency manager, or another member of the EOC will be responsible for composing the notifications and sending them out, based on pre-existing message templates.

Depending on the nature of the emergency, some or all of the additional communication methods listed above may also be used. If those additional methods are used, the sender of those messages would be the emergency manager, the LSU Police Department, or Strategic Communications.

Types of incidents for which LSU may issue an emergency notification include (but are not limited to) a gas leak, an armed intruder, a bomb threat, a tornado or hurricane, or an outbreak of meningitis.

## Timely Warnings

In compliance with Clery Act standards, these warnings are issued for incidents or crimes that have already occurred, particularly if they are serious crimes against people that occur on campus. Although these incidents may not present an immediate danger to the campus community or do not require immediate action by the community, they could still present an ongoing threat. These warnings are relayed to students, faculty, and staff in a timely manner to heighten their awareness of overall campus safety. Timely warnings are delivered to the LSU community within 48 business hours via the LSU Police website, [lsu.edu/police](https://lsu.edu/police). The LSU Division of Strategic Communications posts the warnings after receiving them from the LSU Police Department.

The timely warnings are issued to demonstrate LSU's commitment to campus safety, to safety awareness, and to the Clery Act.

The Clery Act mandates that timely warnings be sent out for such crimes as robbery, burglary, sexual assault, domestic violence, stalking, and other serious crimes (see Clery Act for full list). However, LSU may send out timely warnings for any crimes that may be deemed an ongoing threat or simply to alert the LSU community to any crimes occurring in the area.

Note: Emergency notifications and timely warnings can be issued not only for events that occur on campus but also for incidents that occur immediately adjacent to the campus; in non-campus buildings and property owned or controlled by the university that are used for educational purposes and frequently used by students but are not a part of the core campus; or those owned or controlled by a student organization officially recognized by the university.

## Location Definitions

**Campus:** Any building or property owned or controlled by the university, within the same reasonably contiguous geographic area, and used by the university for or in support of its educational purposes, including residence halls. This includes buildings or properties owned by the university but controlled by an outside entity that supports the university's mission and is frequently used by students, such as a retailer or food vendor.

**Non-campus Building or Property:** Any building or property owned or controlled by a student organization that is officially recognized by the university or any building or property that is owned or controlled by the university that is used for or in support of its educational purposes, is frequently used by students, and is not within the contiguous geographic area of the rest of the campus.

**Immediately Adjacent to Campus:** Anything not owned or controlled by the university that is adjacent to or reasonably close to the campus.

## Additional Information

### Evacuations

If an emergency requires the campus to evacuate, the university's evacuation plan is available at [lsu.edu/oep/plans/traffic.php](https://lsu.edu/oep/plans/traffic.php)

The LSU community should remember that in an evacuation, the goal is not to get to your car or even to get to your home. The goal is to get to a safe location as quickly as possible. That may be achieved by walking, biking, riding a bus, or getting to a local business or other evacuation point where you can wait for an all-clear message.

### Reporting an Emergency

Members of the LSU community may report a crime, an emergency, or anything suspicious in several ways:

- **By dialing 911 in an emergency**
- **By dialing 225-578-3231 for LSU Police in a non-emergency situation**
- **LSU Shield app, which allows for calls or texts to LSU Police**

## Emergency Text Message Test

Once a semester, LSU tests its emergency text message system to ensure it is in proper working order. The test also serves as a reminder to the LSU community to register their mobile phones for the service. The test allows LSU to receive analytics from its text message service provider so the university can examine the reliability and performance of the system.

## Safety Email

Each semester, LSU sends out an email to the campus community, alerting them to safety resources at the university and encouraging them to register their mobile phones for emergency texts and to download all LSU mobile apps that could assist with their safety.

# EMERGENCY RESPONSE

The LSU community is encouraged to notify LSUPD of any situation or incident on campus that may involve a significant emergency or dangerous situation that poses an immediate or ongoing threat to the health and safety of university members. LSUPD is charged with responding to reported incidents in order to determine whether the incident, in fact, presents a threat to the community and with requesting other resources necessary to investigate, mitigate, or document the situation.

When the LSU Police Department receives notice of a possible emergency on the campus, it will determine if the situation poses an immediate threat to the health or safety of some or all members of the LSU community. LSUPD will coordinate with the LSU Emergency Operations Center and Strategic Communications to determine the content of the emergency message and will utilize some or all of the available communication tools in order to disseminate the message to the appropriate university members. LSU will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. The university conducts emergency response exercises each year, such as table top exercises, field exercises, and tests of the emergency notification systems on campus. Tests are designed to assess and evaluate the emergency plans and capabilities of the university. Information about the emergency response and evacuation procedures for LSU is publicized, and the information is available on the LSU website at [lsu.edu/erp](http://lsu.edu/erp).

In all cases, university emergency responses shall place primary emphasis on the protection of human life, and all reasonable efforts shall be made to protect and preserve university property. Announcements about whether the university will reduce or suspend operations because of emergency conditions will be made by the president through Strategic Communications for release to the media.

# MISSING STUDENT NOTIFICATION

Anyone who suspects that an LSU student who resides in on-campus housing is missing should immediately contact the LSU Police Department at 225-578-3231. LSU Police will begin an investigation in order to determine whether the student is missing. Once LSU Police investigates and determines that the student has been missing for more than 24 hours, the LSU Police Department will notify other local law enforcement agencies and the student's emergency contact. Contacts to local law enforcement agencies will be made whether or not the missing student has designated a contact person.

At the beginning of each semester, students living in on-campus housing will be given the opportunity to designate a contact person or persons to be notified if the student is determined to be missing. If a student is under the age of 18 and is not emancipated, the university will notify the custodial parent within 24 hours after the student is determined to be missing. Any contact person that the student has designated will also be contacted within 24 hours after the student is determined to be missing. Any contact information provided by the student will be registered confidentially and will be accessible only to authorized university and law enforcement officials. Additionally, the contact information will not be disclosed outside of a missing person investigation.



# SAFETY PROGRAMS

## LSU Shield

Available since September 2014, LSU Police launched the LSU Shield Mobile Safety App, which can be downloaded for free for iOS and Android smartphones. If on LSU property, the user can push one button in the app and is routed to LSU Police directly to include the user's location and profile data and gives LSU Police a GPS location of the device. Off-campus calls are routed to 911.

The user may also submit non-emergency reports to LSU Police: suspicious person, theft, drug use, concerning behavior, vandalism, and other inquiries. The user can select to remain anonymous, and once submitted, a two-way chat with LSU Police is accessible.

The Safety Beacon feature allows users to enter an activity description and select a duration which will then begin a countdown. Upon activation, the emergency contact(s) will receive a text message indicating that the user has started a Safety Beacon, which includes a link to the user's device location that will remain active until the Safety Beacon feature is deactivated by the user manually entering their PIN.

More information about the app can be found by visiting [lsu.edu/police/safety/shield](http://lsu.edu/police/safety/shield).



## Campus Transit

Campus Transit service provides door-to-door service seven days a week, 5 p.m.–midnight, to and from any location on campus. Students, faculty, and staff who need a ride can call 225-578-5555 and provide the information requested, and a van or minibus will be dispatched.

Campus Transit is available on demand. On-demand rides are scheduled from within the TransLōc Rider app. When you're viewing the LSU TransLōc service, an icon will appear in the bottom left corner of the map. When the "On Demand" icon is blue, on-demand service is available, and clicking the icon will allow you to schedule an on-demand ride. When the icon is gray, on-demand service is unavailable (in other words, it's out of service). Clicking this icon will display information about the on-demand service. In the event of "On Demand" being out of service, please call 225-578-5555.



Campus Transit service provides door-to-door service seven days a week, 5 p.m.–midnight, to and from any location on campus.

A ride may be requested by following these instructions:

- Click the "Request a Ride" button.
- Enter the address where you would like to be picked up. There are multiple ways to input an address:
  - » Type the address into the search bar.
  - » Click the "My Addresses" drop down, and select the address from the list. If you do not have any saved addresses, you can add them to the system.
  - » Move the pin on the map by dragging the map on the screen. The green pin's location is where you will be picked up.
- Enter the address where you would like to be dropped-off. There are multiple ways to input an address:
  - » Type the address into the search bar.
  - » Click the "My Addresses" drop down, and select the address from the list. If you do not have any saved addresses, you can add them to the system. Move the pin on the map by dragging the map on the screen. The red pin's location is where you will be picked up.

- Select the number of passengers for the ride. If it's just you, click "Just Me."

Upon completion of these steps, the ride has been scheduled. You can view the ride by clicking "View Ride" from the same page.

## CrimeStoppers

LSU works in conjunction with the Baton Rouge Crime Stoppers (which serves the community as an informant interaction system), whereby the public is invited and encouraged to provide valuable information that might lead to the arrest and possible conviction of criminals. Participants who call the Baton Rouge CrimeStoppers hotline at 225-344-7867 remain anonymous.



## Equalizer

The Equalizer Women's Self-defense Program (EWSP) is a self-defense program for women. Only women are allowed to attend this training program, which creates a more comfortable training atmosphere for participants. This program educates women about recognizing and reducing their risk of being victimized by violent crime as well as property crime. A classroom portion educates women in personal safety and residential security. The self-defense portion teaches tactics to increase the odds of surviving and escaping a physical attack. These tactics stem from SSGT Defensive Tactics, which is a defensive tactics program used by law enforcement agencies. For further information and class times, please call 225-578-5718.

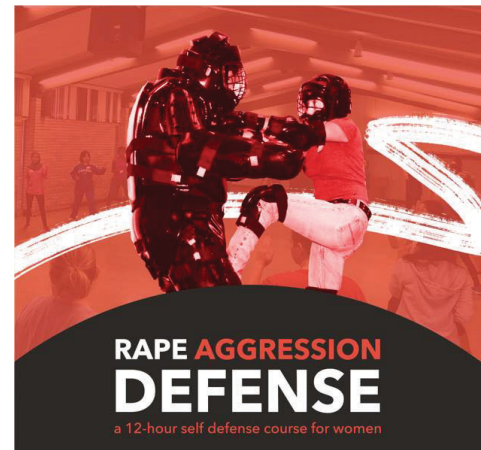
## R.A.D.

The Rape Aggression Defense Systems Basic Self Defense program is a basic physical defense program against abduction. It is a comprehensive, 12-hour course for women, encompassing physical training as well as educating women about risk awareness, risk reduction, risk recognition, and risk avoidance. R.A.D. is not a martial arts program. Our R.A.D. instructors are masters at framing context: when, where, and how "this or that" contextually applies is critical when facilitating self-defense tactics, techniques, and strategies. The element of surprise, defender commitment, and escape are all fundamental issues conveyed in the class. Student visualization, student manuals, contextual role-playing with classroom partners, and structured simulation exercises assist in framing context for participants.

The R.A.D. Basic Self Defense program is a self-paced offering for the women who attend, meaning they decide what they will participate in or attend and what they will not. The lifetime return and practice policy is designed to allow women the opportunity to return to any R.A.D. class and practice her skills as well as allowing a woman who perhaps was not ready at the time to participate in a specific activity or portion of the program.

The LSU Police Department and the LSU Office of Health Promotion have R.A.D. Certified Instructors on staff who regularly host the R.A.D. Basic Self Defense Class on the LSU Campus.

If you are interested in taking the R.A.D. class, please call 225-578-5718 for additional information.



Several resources are available to members of the campus community to help protect themselves and others.

# TITLE IX SEXUAL MISCONDUCT POLICY

(LSU System Permanent Memorandum No. 73)

In accordance with Title IX and other applicable law, LSU is committed to providing a learning, working, and living environment that promotes integrity, civility, and mutual respect in an environment free of sex- and gender-based harassment and discrimination, including Sexual Misconduct (e.g. sexual assault, stalking, dating violence, domestic violence, sexual exploitation, retaliation, etc.). LSU prohibits sex discrimination and sexual misconduct. This policy applies to all persons without regard to sexual orientation, gender, and/or gender expression.

Sex- and gender-based harassment and discrimination, including sexual misconduct, violates an individual's fundamental rights and personal dignity and will not be tolerated. LSU prohibits and is committed to an environment free of discrimination on the basis of sex, gender, and sexual misconduct. This policy affirms these principles and provides recourse for individuals whose rights have been violated.

LSU will affirmatively promote prevention, awareness, and training programs to encourage individuals to report concerns or complaints. Everyone has a responsibility to prevent and report acts of prohibited conduct. Any LSU employee who has knowledge of sex- and gender-based harassment and discrimination, including sexual misconduct, must file a report with the Title IX Coordinator.

LSU will take prompt, thorough, and impartial action to discipline those who violate this policy, prevent recurrence of prohibited behavior, and effect equitable remedies.



The university Title IX coordinator provides support and guidance to victims of sexual misconduct and/or violence.

## PROCEDURES

Addressing allegations of sex- or gender-based harassment and discrimination is a necessarily detailed process committed to a fair and impartial resolution. In the sections below, the process is largely outlined in chronological order of reporting, supportive measures, investigating, options for resolution and appeal. The LSU Title IX Coordinator will aid in administering the process and serve as a consultant on cases involving sexual misconduct on all LSU campuses. Individual campuses are encouraged to adopt a policy statement to support this permanent memorandum by providing more explicit information at the local level.

The LSU Title IX Coordinator serves as the Title IX Campus Coordinator for the LSU A&M campus and is responsible for administering this policy at all university locations. The LSU Title IX Coordinator can be contacted at:

LSU Title IX Coordinator 118 Himes Hall  
Baton Rouge, LA 70803 [titleix@lsu.edu](mailto:titleix@lsu.edu)  
Phone: 225-578-9000  
Fax: 225-578-4442

Reports to the Title IX Coordinator can be made in person, via phone, online, or email. A link to each campus' Title IX page may be found on the LSU Title IX page at [lsu.edu/titleix/](https://lsu.edu/titleix/).

## Amnesty Policy

LSU encourages reporting and seeks to remove barriers in reporting of sex- or gender- based harassment or discrimination, including sexual misconduct. A student Complainant and/or witness who in good faith reports an alleged violation of this policy and/or serves as a witness shall not be sanctioned for concurrent or ancillary nonviolent student conduct violations, such as underage drinking, provided such violation did not place the health and safety of any other person at significant risk of harm. Additionally, LSU may, at the Title IX Coordinator's discretion, offer employee Complainants and witnesses amnesty from policy violations (typically more minor policy violations) related to the incident.

## Support for Complainant

Upon notice of a possible complaint through an incident report, the Title IX Coordinator will provide the Complainant information on and assistance with reporting options including filing a Formal Complaint with LSU and filing a criminal complaint with law enforcement (if applicable). The Title IX Coordinator will also provide the Complainant with options for other available supportive measures, including health care, counseling, academic adjustments, work adjustments, etc.

Individuals are strongly encouraged to report the offense to campus police or local law enforcement if they believe criminal conduct occurred (i.e., sexual assault, sexual battery, stalking, etc.). The Title IX Coordinator will offer to assist the individual in contacting campus or local law enforcement.

To the extent possible, the Complainant and those who receive the complaint should preserve evidence and not disturb a potential crime scene. This includes preserving all text or email communications that may be related to the incident.

## Supportive Measures

Supportive measures are offered to both parties upon receipt of notice of an alleged violation of this policy. It is not required that the matter be investigated for the parties to receive supportive measures. Such measures often apply while the resolution process under this policy is pending, and such measures can continue even following the conclusion of the process. LSU will implement measures in a way that does not unreasonably burden the other party.

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate and as reasonably available. They are offered without fee or charge to the parties to restore or preserve access to LSU's education program or activity, including measures designed to protect the safety of all parties and/or LSU's educational environment, and/or to deter harassment, discrimination, or retaliation.

The Title IX Coordinator shall bear responsibility for coordinating the effective implementation of supportive measures. Supportive measures are maintained as confidential to the extent possible, provided confidentiality does not impair LSU's ability to provide those supportive measures. Such supportive measures may include, but are not limited to:

- Referral for counseling, medical, or other healthcare services;
- Referral to campus or local advocacy programs;
- Referral to campus or local law enforcement;
- Referral to community-based service providers
- Safety planning;
- Implementing a no contact order or other contact limitations;
- Student financial aid counseling;
- Relocating an on-campus student's housing to a different on- campus location;
- Changing an employee's work environment (e.g., reporting structure, office/workspace relocation);
- Transportation accommodations;
- Academic support, extensions of deadlines, or other course/program- related adjustments;
- Alternative course completion options (e.g., remote, online, incompletes, withdrawals, etc.);
- Referred for visa/immigration assistance;
- Any other actions deemed appropriate by the Title IX Coordinator.

A Title IX Coordinator may suspend a Respondent from participating in the education program or activity on an emergency basis. Should such action be warranted, the Dean, Provost, and any other appropriate individuals such as the Athletic Director shall be notified in writing and informed of the limitations as well as the predicted timeline. In all cases where the Respondent has been removed from classes or participation in activities for which a scholarship has been awarded, every effort will be made to resolve the case expeditiously. The interim action shall be in effect while request for review and review are pending.

To determine whether an emergency removal or limitation is warranted, a Title IX Coordinator must undertake an individualized safety and risk analysis, resulting in a determination that the Respondent presents an immediate threat to the physical health or safety of any other individual arising from the allegations. Written notice of the emergency removal will be provided to the Respondent through the



institutional email address, at a minimum. The following timeline will be adhered to:

1. The Respondent shall have a right to notify the Title IX Coordinator in writing within three business days of any request to challenge the suspension or limitation;
2. The Title IX Coordinator shall provide an opportunity to meet (virtually or in person, at the discretion of the Title IX Coordinator) within three business days of receipt of notice;
3. Title IX Coordinator shall provide notice in writing of the decision within three business days after the meeting via institutional email.

## COMPLAINT AND INVESTIGATION

For an investigation into a complaint of sex- or gender-based harassment and discrimination to occur, the Complainant, or under certain circumstances the Title IX Coordinator, must file a Formal Complaint. This is a step beyond an incident report, which is the first notification to the Title IX office that a possible violation occurred. The incident report does not trigger an investigation. The Formal Complaint will be reviewed and a determination made as to whether the offense meets the criteria to be considered as a Title IX complaint. If it does, a Title IX investigation will proceed. If it does not, the allegation may be investigated under the student Code of Conduct or other employee policies. Below is a detailed explanation of the process.

### Rights of Complainant and Respondent Following a Report

The Complainant shall have the discretion and right to decide whether or when to file a Formal Complaint, report to law enforcement, and determine whether to proceed with a Formal Complaint. The Complainant also has the right to receive assistance from LSU in doing so.

The Respondent shall have the right to be presumed not responsible of all allegations until found responsible for the alleged conduct by a hearing panel under this policy.

The Complainant and Respondent have equal rights, including but not limited to:

- To be treated with dignity and respect by LSU officials;
- To receive a prompt, fair, and impartial process consistent with these procedures;
- To be offered and to receive reasonable supportive measures;
- To receive timely, written notice of the allegations, proceedings, processes, and outcomes under this policy;
- To have an Advisor of their choice present at any meeting or hearing under this policy and to have that Advisor conduct cross-examination of the parties and witnesses in a hearing;
- To refuse to engage in informal resolution of a Formal Complaint;
- To present witnesses, including fact and expert witnesses, and any relevant evidence;
- To receive amnesty for certain student misconduct, such as drug or alcohol violations, that occurred ancillary to the complaint at hand and consistent with this policy;
- To not have inadmissible prior sexual history/predisposition used by the decision-maker;
- To be free from retaliation for reporting violations of this policy or cooperating with an investigation;
- A right to review and comment on all evidence prior to a decision being made (for Administrative Resolution and Formal Resolution);
- To be simultaneously informed in writing of the outcome or resolution of the complaint, any sanctions, and the rationale for the outcome, any appeal, or any other decision considered final;
- To exercise a right of appeal as afforded in this policy.

Additionally, parties participating in a formal resolution also have the following rights:

- The right to review and comment on all relevant and directly related evidence at least 10 days prior to completion of the final investigation report;
- The right to review and comment on the final investigation report (if applicable) at least 10 days prior to a decision;
- The right to be present for the entire hearing, whether in person or via video technology.

## **Initial Response to Reports**

Upon Actual Knowledge of a report of sex- or gender-based harassment and discrimination, including sexual misconduct through an incident report, the Title IX Coordinator will promptly contact the Complainant to discuss the following:

- The availability of supportive measures regardless of whether a Formal Complaint is filed;
- The process for filing a Formal Complaint;
- The right to have an Advisor of their choice;
- The right to file a complaint with law enforcement, if the conduct alleged is criminal in nature, and to be assisted in doing so.

If the Title IX Coordinator has cause to believe that, as a result of the incident, the safety of any person is in imminent danger, the Title IX Coordinator must immediately inform the Chancellor of the campus.

## **Formal Complaint Process**

The Formal Complaint Process commences with the filing of a Formal Complaint by a Complainant or signed by a Title IX Coordinator alleging sex- or gender-based harassment or discrimination, including sexual misconduct, against one or more Respondents and requesting LSU to investigate the allegation. A Formal Complaint may be filed with the Title IX Coordinator in person, by mail, electronic mail, or submitted through designated online portals.

A Complainant may file a Formal Complaint with a Title IX Coordinator at any time; there is no time limitation on doing so. A Formal Complaint must be submitted by the Complainant and include the following components:

- Facts alleging prohibited conduct under this policy;
- A signature (electronic or handwritten) or other designation that the Complainant is the individual choosing to file a Formal Complaint;
- Some allegation or evidence the conduct occurred at a location or event covered by this policy; and
- A statement that the Complainant is a student, employee, or other person seeking to participate in a program or activity of the university.

The Title IX Coordinator will assess whether all necessary components are present in the complaint; whether the allegation, if true, would be a violation of Title IX and/or other applicable code of conduct or policies related to sex or gender discrimination; and whether the complaint falls within the Title IX jurisdiction. The Title IX Coordinator will make the decision to either begin a Title IX investigation, dismiss the Title IX complaint but begin an investigation outside of Title IX, or dismiss the complaint as a whole.

If the Formal Complaint warrants dismissal under Title IX because it does not meet the Title IX threshold under this policy, the Complainant will be notified in writing by the Title IX Coordinator, typically within five business days of filing.

Other discretionary reasons for dismissal may include withdrawal of complaint; at the time of complaint, the Complainant is no longer participating or attempting to participate as part of the LSU community; or Respondent is no longer affiliated with LSU.

A Formal Complaint under this policy may be consolidated with other complaints when there are multiple allegations of conduct that arise out of the same facts or circumstances, such as when there are multiple Complainants or Respondents. This policy may also address any alleged misconduct (e.g., student code of conduct, employee code of conduct, etc.) that is ancillary to or concurrent with alleged violations of this policy.

In very limited circumstances, a Title IX Coordinator may file a Formal Complaint when the Complainant decides not to do so if it is determined that the allegations present a risk of substantial harm to community member(s). This may include but is not limited to use of threats; use of weapons; use of violence; a continued pattern of behavior; and/or predatory behavior. If the Respondent is an employee, LSU may also be required to act on alleged misconduct irrespective of a Complainant's wishes.

## **Notice and Investigation**

Upon determining that an investigation is warranted under this policy, the Title IX Coordinator will appoint the trained Investigator(s). When an investigation commences the Respondent, the Complainant, and their Advisors shall be sent a detailed, written Notice of the Investigation and Allegation (NOIA), including, at a minimum, the following:

- As summary of the allegation with reasonable specificity;
- The identity of the parties (if known);
- The specific policies implicated;
- The date and location of the incident (if known);
- The right for the parties to have an Advisor of their choice, who may be but is not required to be an attorney, present for all resolution-related proceedings and that LSU can help appoint an Advisor, if desired by the party;
- A statement that LSU presumes the Respondent is not responsible of all allegations until found responsible for the alleged conduct by a hearing panel under this policy;
- A statement that the parties may inspect and review evidence, including the investigation report, consistent with these procedures, prior to a decision being made;
- A statement about LSU's policy on retaliation;
- A statement indicating that LSU policy prohibits knowingly false statements or knowingly submitting false information during the resolution process;
- A request to meet with the Title IX Investigator;
- An indication that the resolution process complies with Title IX's Regulations contained in Section 106.45 of 20 U.S.C. 1681;
- The notice of investigation and allegations may be amended during the course of the investigation and that any amendments will be promptly communicated to the parties.

The Investigator will make a good faith effort to conduct a thorough, prompt, and impartial investigation based on the facts and circumstances of each complaint within 45 days of the receipt of the Formal Complaint. This timeframe may expand or contract based on factors such as the complexity or severity of the allegation, as well as the involvement of external parties (e.g., law enforcement). Complex or consolidated investigations may take longer.

LSU will comply with law enforcement requests for cooperation and such cooperation may require LSU to temporarily suspend the fact-finding aspect of an investigation under this policy while the law enforcement agency is in the process of gathering evidence. LSU will promptly resume its investigation as soon as notified by law enforcement that it has completed the initial evidence gathering process. LSU may provide up to 10 business days to allow for the law enforcement agency criminal process/investigation to unfold prior to resuming the fact-finding aspect of the investigation under this policy.

To maintain safety, to limit the impact of alleged misconduct, and to avoid any instance of retaliation, LSU will implement appropriate interim actions and supportive measures to the parties in the case, as well as the campus community during the law enforcement agency's investigation.

The investigation shall include meetings with the parties involved, including witnesses and any other parties the Investigator may deem appropriate. All investigation interviews will be recorded by the Investigator, and no unauthorized recordings are permitted. The Respondent and Complainant will be given the opportunity to identify witnesses and request that they be interviewed. An attempt will be made to interview all available, relevant witnesses with follow-up interviews conducted as necessary.

The Investigator may seek and collect, and parties may submit, any documents or other relevant information, including but not limited to:

- Photographs
- Emails or text messages
- Video or audio recordings
- Information from social media
- Screenshots or other communications

At the conclusion of the investigation, the Investigator shall prepare a comprehensive draft investigative report that summarizes the investigation, and all relevant evidence obtained. The draft report shall be sent electronically to each party and the party's Advisor, if identified. All evidence shall be included, even that on which the university does not intend to rely in reaching a determination regarding responsibility and shall include inculpatory and exculpatory evidence whether obtained from a party or other source.

The parties shall have 10 business days from the date the draft report and the evidence are submitted to the parties to review and submit a written response. All reasonably available evidence to be presented by the parties at the hearing must be submitted to the Investigator prior to completion of the final investigative report. The Investigator will review the comments and prepare a final report, incorporating as deemed necessary any relevant feedback.

The final investigative report shall include a description of procedural steps taken from receipt of the Formal Complaint up to the decision, a timeline of the alleged incident(s), and facts and circumstances surrounding the complaint. The report will fairly summarize relevant evidence, but all evidence shall be included, even that on which LSU does not intend to rely in reaching a determination regarding responsibility. This includes inculpatory and exculpatory evidence whether obtained from a party or other source. The investigative report will not make any recommendation or decision about whether a violation occurred, nor make any formal assessment of credibility. The final report will be sent electronically, along with all evidence, to each party and Advisor, if identified, and to the Decision-Maker or Hearing Panel Chair.

### **Resignation While a Case is Pending**

If a student permanently resigns from LSU or an employee resigns or retires from LSU while a case is pending, the Title IX Coordinator will have the discretion to continue the investigation to the extent possible. The employee also will not be eligible for rehire. In either case, LSU will continue to address and remedy any systemic issues or concerns that contributed to the alleged violation and provide supportive measures to the Complainant and others, as deemed necessary or appropriate by the Title IX Coordinator.

## **RESOLUTION PROCESS POOL**

The university will ensure there is an adequate pool of willing and trained members who are available year-round to serve in the pool. Members can be faculty, administrators, staff, or students who are recruited or selected because of their ability to remain neutral and open-minded. Members of the pool will serve three-year rotating terms and must participate in bi-annual training provided by the Office of Civil Rights & Title IX. Training will ensure all pool members are equipped to serve as Investigator, Hearing Panelist, Hearing Panel Chair, Appeals Reviewer, or as Advisor for the Complainant or the Respondent but cannot serve in more than one role for a given case. The Title IX Coordinator or designee will assign roles for cases that present themselves.

### **Informal Resolution**

Informal Resolution is a process whereby the parties work with a professional to reach a resolution of the complaint without a decision by a Decision-Maker or a Hearing Panel regarding whether a policy is violated. This process is completely voluntary and requires the consent of both parties. A party may terminate the informal resolution process at any time before conclusion. Informal Resolution can include approaches such as mediation, Restorative Justice, Alternative Dispute Resolution, or other agreements between the parties. Informal Resolution does not use an investigation, calling of witnesses, or a report of findings with sanctions. The parties themselves create an outcome that resolves the complaint.

The LSU Title IX Coordinator, in consultation with the applicable Title IX Campus Coordinator, must determine that the circumstances and parties are appropriate for informal resolution and shall appoint a trained individual to facilitate the process. Complaints classified as sexual assault or involving violence resulting in significant harm (e.g., domestic violence, dating violence, etc.) to others are not appropriate for informal resolution.

Informal Resolution will never be required as a condition of enrollment or continuing enrollment, employment or continuing employment, or enjoyment of any other right; require a waiver of right to investigation and adjudication under the Formal Resolution process; nor be utilized to resolve an allegation against a Respondent employee by a student Complainant.

If a Formal Complaint is resolved through Informal Resolution, a written agreement shall be issued including any terms, obligations, or outcomes. Agreements will be drafted by the informal process facilitator and must have the approval of the Complainant and Respondent. The agreement shall be promptly shared electronically with the parties by the Title IX Coordinator.

Discussion and information generated during the Informal Resolution process are considered confidential and shall not be used or admissible in the Formal Resolution process. Institutionally imposed sanctions are not possible as the result of the Informal Resolution process. At the discretion of the Title IX Coordinator, however, a failure of the parties to uphold certain elements of the agreement may warrant referral for discipline. No facilitator of an informal process may be called as a witness in any procedure under this policy. The results of Informal Resolution are not subject to appeal.

## **Administrative Resolution**

The Administrative Resolution process is the procedure by which allegations in a Formal Complaint that do not rise to the level of requiring a Formal Hearing under these policies are addressed but for which Informal Resolution is either inappropriate or where one or both parties chose not to use Informal Resolution. The Administrative Resolution includes an investigation into the allegations and a single Decision-Maker who will determine the findings and sanctions.

The determination as to whether an Administrative Resolution is appropriate is made by the Title IX Coordinator and must account not just for the nature and severity of the alleged violation but also for the disciplinary history of the Respondent. Cases appropriate for Formal Resolution are not able to use the Administrative Resolution process unless the Respondent has accepted responsibility for all allegations.

Administrative Resolution will never be used unless a Formal Complaint is filed. The investigation for Administrative Resolution follows the procedures set forth in Section B of this policy.

### **a. Questioning During Administrative Resolution**

At the conclusion of the investigation, but prior to dissemination of the final investigation report, the Title IX Coordinator will appoint a trained, impartial person—typically from the Resolution Process Pool or from the Administrative Law Judges from the Louisiana Department of Administrative Law—to serve as Decision-Maker in the case. The final report will then be sent to the Decision-Maker, the parties, and their Advisors. Upon receipt of the final report, the Decision-Maker will contact the parties and their Advisors and offer them the opportunity to provide a list of questions, if desired, that the party would like asked of the other party and the witnesses. These questions must be submitted within five business days following the Decision-Maker's outreach. Upon receipt of such questions, the Decision-Maker will determine the relevance of each question and ask the relevant questions of the other party and the witnesses. The Decision-Maker can also ask their own questions of the parties and the witnesses.

This questioning—both from the parties and by the Decision-Maker—is done in writing. This is not a formal, in-person hearing but rather a decision by a trained Decision-Maker.

### **b. Decision-Making**

Once the Decision-Maker, the parties, and their Advisors have received a copy of the final investigation report, the Decision-Maker will review the investigation report, as well as all relevant evidence, the parties' additional statements, and responses to the draft investigation report. The Decision-Maker will then apply the preponderance of the evidence standard when determining responsibility. In order to find a Respondent responsible under the preponderance of the evidence standard, the evidence must show that the charge is more likely supported than not. If the Respondent is found responsible, the Decision-Maker may request input from the parties to evaluate possible sanctions. The Decision-Maker may also request input from relevant LSU officials in determining the appropriate sanctions (e.g., HR, Student Affairs, etc.). Prior conduct history of the Respondent will also be considered when determining an appropriate sanction.

The Title IX Coordinator is responsible for effective implementation of any sanctions and sharing of outcomes. The written determination prepared by the Decision-Maker shall be simultaneously shared electronically by the Title IX Coordinator with the parties and Advisors.

## **Formal Resolution**

The Formal Resolution process is the procedure by which allegations in a Formal Complaint are presented in a formal PM 73 Hearing for a determination as to whether any of the policies within PM 73: LSU's Sex- and Gender-based Harassment or Discrimination were violated.

The determination as to whether a matter rises to the level of a Formal Resolution is made by a Title IX Coordinator and must account not just for the nature and severity of the alleged violation but also for the disciplinary history of the Respondent. Formal Resolution is used where the allegation either constitutes a possible violation of Title IX (as defined in this policy) or where probable cause indicates that an allegation, if true, could reasonably result in suspension, expulsion, or termination of the Respondent.

The Investigation for Formal Resolution follows the procedures set forth in Section B of this policy.



#### **a. Pre-Hearing Conference**

A Pre-Hearing Conference shall be coordinated by the Title IX Coordinator, or designee, and chaired by the Hearing Panel Chair. Parties and Advisors are encouraged, but not required, to be present. Pre-Hearing Conferences may be conducted in person, via video technology, or a hybrid approach depending on the wishes of the parties and the Hearing Panel Chair.

This conference shall be conducted at least two business days prior to a scheduled Hearing Panel. Pre-Hearing Conferences are not recorded.

The purpose of the Pre-Hearing Conference shall be to:

- Identify the panelists and address any objections to members of the Hearing Panel;
- Address evidentiary issues or questions to be posed at the hearing (i.e., numbers of witnesses, use of documents, relevance of evidence, expected length of hearing, etc.);
- Ensure parties have Advisors available to conduct cross examination and that the Advisor is familiar with the hearing process under this policy;
- Provide a forum to address any questions related to the Hearing Panel process and procedures.

#### **b. Hearing Panel**

The PM 73 Hearing Panel is appointed by the Title IX Coordinator and shall consist of one chair and two other individuals trained in adjudication.

Hearing Panel chairs and members are typically selected from the trained Resolution Process Pool or from the trained group of Administrative Law Judges, but the Title IX Coordinator may go outside of that group as long as the individuals have received appropriate training. The Hearing Panel shall afford each party an opportunity to present evidence and for their Advisor to question opposing parties and witnesses.

Hearings may be conducted in person, via video technology, or a hybrid approach depending on the wishes of the parties and the Hearing Panel Chair.

#### **c. Advisors in Hearings**

Each party is permitted to have an Advisor present with them throughout the Hearing. The Advisor may not answer questions on behalf of their advisee, and their role in the hearing is limited to cross-examination and questioning of the other party and the witnesses and to consult with their advisee throughout the Hearing as needed. If a party does not have an Advisor at the Hearing, one shall be provided by LSU at no cost, typically selected from the Resolution Process Pool. The Advisor is the only person who may conduct cross-examination on behalf of a Complainant or Respondent. An Advisor will be appointed even in situations where a party elects not to participate in the Hearing.

#### **d. Presentation of Evidence**

The following describes the Hearing process.

1. The Hearing Panel Chair will oversee and manage the procedure and order for presentation of evidence. The Hearing will be recorded, and the recording or transcript will be made available for the parties for review. No unauthorized recordings are permitted.
2. At the beginning of the Hearing, the Investigator will present a summary of the final Investigation Report and the relevant evidence and will be subject to questioning by the Decision-Makers and the parties' Advisors. The Investigator will be present for the entire Hearing but not for deliberations, and the Panel and the parties may ask clarifying questions of the Investigator throughout the hearing, as deemed appropriate by the Chair. Neither the parties (or their Advisors) nor the Decision-Makers should ask the Investigator their opinions on credibility, recommended findings, or determinations.
3. Once the Investigator has presented their report, relevant evidence, and been questioned by the Panel and the parties' Advisors, witnesses will provide relevant information in turn. Typically, the Complainant will present first, followed by an order determined by the Hearing Panel Chair. Absent exigent circumstances, all evidence presented by the parties must have been submitted to the Investigator prior to the hearing.

4. At the conclusion of each party's or witness's presentation of evidence, the members of the Hearing Panel will be allowed to ask questions, followed by cross-examination by the parties' Advisors. Cross-examination must be conducted directly, orally, and in real-time by the party's Advisor and never by a party personally. The parties must be able to see and hear each other, as well as the witnesses, while each is giving testimony and answering questions.
5. Only questions relevant to determining whether the applicable policies have been violated or the credibility of a witness will be allowed. The Hearing Panel Chair will have sole authority to determine whether evidence presented or a question in cross-examination is relevant and whether it will be permitted. The Hearing Panel Chair must explain any decision to exclude evidence or a question as not relevant. Questions or evidence about a Complainant's sexual predisposition or prior sexual behavior are not relevant, unless: (1) offered to prove that someone other than the Respondent committed the conduct alleged in the complaint, or (2) concern specific incidents of the Complainant's prior sexual behavior with Respondent and are offered to prove consent. Only evidence submitted to cross-examination may be considered by the Hearing Panel to determine responsibility. The parties and witnesses must be willing to submit to cross-examination and answer all relevant questions posed by the parties' Advisors.
6. At the conclusion of the hearing, the parties may provide the Chair with a written, sealed impact statement for the panel to consider only during the sanctioning phase of deliberations, if the Respondent is found in violation.

#### **e. Failure to Appear/Answer**

If a witness or party does not attend the hearing, or if the witness or party refuses to answer a relevant question posed by the parties' Advisors, then the Hearing Panel may not rely on any statement made by the non-answering party in making its decision. Relatedly, the Hearing Panel cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the hearing or refusal to answer questions.

#### **f. Deliberations**

The Hearing Panel shall deliberate in closed session with only panelists present. Deliberations are not recorded. The Hearing Panel is to apply the preponderance of the evidence standard when determining responsibility. A simple majority vote is required to determine the finding. To find a Respondent responsible under the preponderance of the evidence standard, the evidence must show that the charge is more likely supported than not. If the Respondent is found in violation for one or more of the allegations, the Panel will then shift to determining the appropriate sanctions.

#### **g. Determining Sanctions**

During sanctioning deliberations, the Panel may consider the previously submitted impact statements in determining the appropriate sanction. LSU's sanctioning guidelines as well as the prior conduct history of the Respondent and any power differential between the Respondent and the Complainant will also be considered when determining an appropriate sanction along with the nature, severity, pervasiveness, and predation of the violation(s).

In cases where the Respondent is an employee, the Panel may also consult with HRM to ensure the sanction is consistent with employment-related laws, regulations, and policies.

The Hearing Panel will simultaneously notify the parties and Advisors in writing of any sanction imposed. The Hearing Panel will prepare and provide to the Title IX Coordinator, typically within five business days of the Hearing, a written Determination Letter which must include:

- Identification of the allegations constituting violation of the sex- or gender-based harassment and discrimination policy, as well as any other concurrent or ancillary policies;
- A description of the procedural steps taken from receipt of the Formal Complaint through determination, including any notifications to the parties, interviews with parties and witnesses, evidence gathered and hearings held;
- Findings of fact supporting the determination;
- Conclusions regarding the application of the policy to the facts;
- A rationale for each finding;
- A statement explaining the sanction for each policy violation found "responsible;"

- Whether additional remedies designed to restore or preserve equal access will be provided by LSU to the Complainant.

The Title IX Coordinator is responsible for effective implementation of any sanctions and sharing of outcomes. The written determination prepared by the Hearing Panel chair shall be shared electronically by the Title IX Coordinator with the parties and Advisors, typically within three business days of receipt from the Hearing Panel.

The determination regarding responsibility and sanctions becomes final either:

- If appealed, the date written notice is provided to the parties of the appeal result, or
- If not appealed, the date on which an appeal would no longer be considered timely.

#### **h. Possible Corrective Actions**

Students found responsible for violating this policy may expect the range of sanctions to include but not be limited to warning, disciplinary probation, deferred suspension, suspension, expulsion, psychological assessment, counseling, social restrictions, limited presence on campus, and/or revocation of admission or degree. Additional sanctions may also be imposed when appropriate.

An employee found responsible for violating this policy may expect the range of sanctions to include but not be limited to suspension, administrative leave, demotion, psychological assessment, counseling, restricted presence on campus, and/or termination of employment.

Both the Complainant and Respondent will be informed in writing of the outcome of any corrective action or disciplinary process. With limited exceptions, such as imminent risk to the safety of others, sanctions from a Formal Hearing are not implemented until the conclusion of the appeals process.

## **We're Committed to Ending Sexual Violence**

At LSU, we are committed to ending sex violence and creating and maintaining a community of respect. You can learn more about survivor options for support, reporting, and training and education opportunities for the LSU community by contacting the Office of Title IX Coordinator: [lsu.edu/titleix/index.php](https://lsu.edu/titleix/index.php).

## **The Lighthouse Program**

The Lighthouse Program provides free and confidential interpersonal violence prevention, support, and advocacy to the LSU campus community. The program assists student-survivors of sexual assault, interpersonal violence, stalking, and harassment. The Lighthouse Program is physically located on the ground floor of the Student Health Center. The Lighthouse Program services are available Monday through Friday 8 a.m.–5 p.m.

The Lighthouse Program provides survivors and students-at-risk with options for recovery and support, including assistance with:

- Coordinating evidence collection
- Obtaining medical care
- Obtaining emotional support
- Arranging safe housing
- Securing academic accommodations
- Filing a police report
- Filing a university judicial report

Additional referrals to appropriate services and resources are provided as needed.

Louisiana State University and The Lighthouse Program are committed to providing confidential, nonjudgmental, and appropriate support services for all survivors of sexual assault, interpersonal violence, stalking, and harassment, regardless of gender, ethnicity, sexual orientation, age, or decision to report the crime. In addition, the university has a vested interest in obtaining an accurate account of the number of incidents involving student-survivors that occur on or off campus. The Lighthouse Program is the university's prevention, support, and advocacy program designed to accomplish these goals.

The term survivor is used to refer to someone who has directly experienced some form of interpersonal violence. We acknowledge that the person has survived the incident and is beginning the path toward recovery. The term student-at-risk refers to a student who is in an abusive/violent dating relationship, who is experiencing further abuse after terminating the relationship, or who is being stalked. The Lighthouse Program supports student-survivors regardless of how long ago the traumatic incident(s) occurred.

## MEDICAL CARE AND EVIDENCE COLLECTION

Medical screening and treatment with or without evidence collection can be performed at any time. The first 120 hours, or five days, after an assault are critical to the preservation and collection of forensic evidence. It is also a critical time for medical treatment for potential pregnancy or transmission of infections. A survivor may seek treatment with their private physician or a provider at the LSU Student Health Center. There is no charge for medical screening and treatment at the LSU Student Health Center.

An evidence collection kit can be collected up to 120 hours after an assault. Survivors are often hesitant to have an evidence collection kit because they are unsure about what will happen, especially regarding making a report to police and pressing charges. However, without evidence collection in the first 120 hours, crucial evidence could be lost, and the survivor's legal case may be significantly weakened.

The Student Health Center partners with the East Baton Rouge Coroner's Office to offer evidence collection by Sexual Assault Nurse Examiners (SANE). A SANE is specially trained in collecting evidence and working with survivors of sexual assault. There is no cost in Louisiana for evidence collection if it is performed by a Sexual Assault Nurse Examiner (SANE) at a hospital or health center.

At the survivor's request, a police report will be taken at the time of the exam, and law enforcement will follow through with investigating the crime. If a survivor is uncertain about reporting the crime, an evidence collection kit can still be collected and held for up to one year.

Evidence collection is available at the Student Health Center Monday through Friday 8 a.m.–5 p.m. If a student needs support services or an evidence collection kit completed after hours or on the weekend, contact STAR (Sexual Trauma Awareness and Response) at 855-435-7827(STAR) or the local police department.

## REPORTING OPTIONS

### University Judicial Report

LSU considers sex discrimination and sexual misconduct in all of its forms to be serious offenses. Any student who has been subjected to sexual misconduct has the right to report the conduct to the Campus Title IX Coordinator, Office of Student Advocacy & Accountability, or any other responsible reporting party.

The university judicial process is designed to be educational in nature and can only affect the accused student's status as an LSU student. A student who is found in violation of the Title IX and Sexual Misconduct policy will go through the university's judicial process and can potentially be suspended or expelled, among other sanctioned outcomes. Read more about The LSU Code of Student Conduct.

### Law Enforcement Reporting

Survivors and students-at-risk have the option of reporting to law enforcement and processing their case through the civil and/or criminal justice system. Cases can be processed through each system concurrently or separately. The Lighthouse Program can connect you to a legal advocate in the community for assistance with prosecuting a sexual assault or dating violence crime or obtaining a protective order.

### Counseling Resources and Services

Resources are also available off campus, since some survivors may not want to go to the Mental Health Service in the Student Health Center, may need assistance after hours, or may not hold status as a student. All contact numbers are listed below.

## Mental Health Service—LSU

Mental Health Service provides individual and group counseling. Visits to a counselor are free for students who are full-time or have paid the student health fee.

**Mental Health Service:** 225-578-8774

**The PHONE LSU (24/7) crisis and emotional support:** 225-924-LSU1 (225-924-5781)

**STAR 24-hr Crisis Hot line:** 855-435-7827

**STAR Capital Area Office:** 225-615-7093

### SHC Case Manager – LSU

The case manager in the Office of Wellness & Health Promotion collaborates with partners in all units of the Student Health Center, as well as those in the campus and surrounding community to connect LSU students to health and wellness resources. Visits with the case manager are free for students who are full time or have paid the student health fee.

- Office of Wellness & Health Promotion: 225-578-5718

### IRIS Domestic Violence Center

IRIS provides crisis hotline, safety planning, safe housing, and/or protective order assistance for women in abusive relationships.

- IRIS Hotline (24/7): 225-389-3001
- State-wide Hotline: 1-800-541-9706

### The Butterfly Society

The Butterfly Society provides safety planning, advocacy, referrals, and support groups for individuals impacted by abusive relationships and domestic violence.

- The Butterfly Society: 225-347-7725

### Capital Area Family Justice Center

Capital Area Family Justice Center provides support to survivors of domestic violence, dating violence, and human trafficking with in-depth, professionally supported, comprehensive services from multidisciplinary agencies.

- Capital Area Family Justice Center: (225) 239-7880

### After-hours Counseling Services and 24-hour Hotlines

- Sexual Trauma Awareness and Response (STAR) 24/7 Crisis Hotline: 1-855-435-STAR (7287)
- IRIS Domestic Violence Hotline (24/7): 225-389-3001
- The Phone: 225-924-LSU1 (225-924-5781)
- National Suicide Prevention Lifeline: 1-800-273-8255
- Trevor Lifeline Crisis Support for LGBTQ+ Community (24/7): 1-866-488-7386



## Student Advocacy & Accountability

Specific actions of students may be adjudicated through SAA under the Code of Student Conduct. Student Advocacy & Accountability (225-578-4307) is available to advise victims of their rights under the Code of Student Conduct. Even if the student chooses not to pursue university accountability action, the student is encouraged to meet with a staff member in Student Advocacy & Accountability. In any campus accountability action, the reporting party and the charged student are entitled to the same opportunities to have others present during the proceedings. Both the reporting party and the charged student shall be informed of the outcome of any campus disciplinary proceeding alleging a sexual assault. Students found responsible for violating sexual misconduct charges under the Code may expect the range of outcomes to include but not be limited to disciplinary probation, deferred suspension, suspension, expulsion, psychological assessment, counseling, social restrictions, limited presence on campus, and revocation of admission or degree. Additional outcomes may also be imposed when appropriate.

## Student Services

Students are provided educational and support programs in the area of sexual assault as well as counseling, mental health, and support services for the victims of interpersonal violence, including sexual assault. Educational, counseling, and support programs are available through the Student Health Center and the Department of Residential Life. Through the Lighthouse Program, assistance is available to students, offering options for or assistance in changing academic and living situations because of the threat of or having been a victim of sexual assault. Personnel in the Office of the Dean of Students, Student Health Center, and Residential Life are available to help victims identify their options following an assault and to notify the proper law enforcement authorities, including university police.

### For More Information or Assistance, Please Contact:

**LSU Police Department:** 225-578-3231

**The Lighthouse Program:** 225-578-5718

**Office of the Dean of Students:** 225-578-9442

**IRIS Domestic Violence Center:** 225-389-3001

**Student Advocacy & Accountability:** 225-578-4307

**Capital Area Family Justice Center:** 225-239-7880

**Office of Greek Life:** 225-578-2171

**Statewide Hotline:** 1-800-541-9706

**Office of Residential Life:** 225-578-8663

**RAINN Hotline:** 1-800-656-4673 (HOPE)

**Office of Disability Services:** 225-578-5919

**STAR Office-Capital Area Region:** 225-615-7093

**Office of Civil Rights & Title IX:** 225-578-9000

**24/7 Crisis Hotline:** 1-855-435-STAR (7287)

**Student Health Center:** 225-578-6271

**National Suicide Prevention Lifeline:** 1-800-273-8255

**Medical Clinic:** 225-578-6716

**The Phone for LSU (24-hour crisis line):** 225-924-5781

**Mental Health Service:** 225-578-8774

**Trevor Project Lifeline (24/7 crisis support for LGBTQ+):**  
1-866-488-7386

**Wellness & Health Promotion:** 225-578-5718



## SAFETY TIPS

Safety is a shared responsibility. As members of the campus community, everyone should help to make the campus a safer place. Using some simple safety precautions will greatly reduce your chance of becoming a victim of crime. One simple piece of information you should always have is your location. If there is an emergency, responders will ask for your location or address so have this information readily available.

### Protecting Yourself at Home, in Your Room, Residence Hall, or Apartment

- Lock your door, even when you intend to return home shortly or even if you are just going down the hall. It takes a thief 10 seconds or less to enter an open room and steal your property.
- Take extra time to ensure your windows and doors are locked, especially when you are alone or at night.
- Do not leave valuables in plain sight. Record the serial number of your valuables or engrave a unique identification number on the item.
- Store emergency numbers in your mobile phone and place them next to your home phone.
- Do not leave messages on your door indicating you are away and when you will return.
- Do not let strangers enter dormitory or premises.
- Do not prop open outer doors.
- If someone asks to use your phone for an emergency call, offer to telephone for them instead of allowing them access.
- Do not put your address on your key ring.
- Know your neighbors.
- Download the LSU Shield app on your mobile device.
- Do not leave keys in hiding places. Thieves will find them. Carry your keys or make sure anyone who truly needs them has their own copy. Call LSU Police Department at 225-578-3231 to report suspicious persons or activity in or around your neighborhood.

Call 911 if you are off campus.

- Open a savings or checking account instead of keeping money in your room.
- Keep automatic teller machine cards in a safe place, and keep your PIN secret. When possible, only use ATMs during the day.
- Instead of carrying large sums of cash, use a charge card. Some charge cards insure property purchased with those cards against loss, theft, or damage.
- If you find yourself in immediate danger, call 911, try to stay calm, and get away at first opportunity.

## Protect Yourself When Walking

- Avoid walking alone at night unless absolutely necessary.
- Stay on well-lit, commonly traveled routes.
- Avoid shortcuts and dark, isolated areas.
- Walk purposefully, know where you are going, and project a confident image.
- Avoid potentially dangerous situations.
- If you feel threatened, cross the street, locate an emergency phone, or enter a store or place of business even if you have just left it.
- Have your keys ready in hand when approaching your vehicle or door and not buried in a purse or in your pocket.

## Protect Your Automobile or Bicycle

- Always lock your car. Never leave the windows down while it is unattended.
- Do not leave tempting valuables or property visible inside the car. Lock these items in the trunk.
- Lock bikes to bike racks with hardened-alloy locks and chains or u-shaped locks to prevent thefts.

## Protecting Yourself When Driving

- Look into your car before getting in. Lock doors and roll up windows once inside for protection.
- Never pick up strangers.
- Drive to a police or fire station or open place of business if you feel you are being followed.
- Do not stop to help occupants of stopped or disabled vehicles. Continue driving to the nearest phone and call assistance for them.

## Rideshare Safety

- Call and wait for your driver inside. Avoid spending unnecessary time outside alone with your phone in your hand. Wait indoors until the app shows your driver is arriving.
- Confirm the name of the driver and make of the vehicle. Most rideshare mobile apps offer passengers details such as the driver's name, photo, and vehicle type. Before getting inside the vehicle, ask the driver, "Who are you here for?"
- Check the driver's rating on your mobile ridesharing app. If you are uncomfortable with potential driver's rating, cancel the ride and call for another. Share your trip details with friends or family. Uber users can tap "Share status" to share driver's name, photo, license plate, and location with family or friends. Lyft users can tap the "Send ETA," icon which will send a text message to family or friends. If your ride hailing service doesn't offer a status or ETA share option, snap a picture of the vehicle license plate, and send it to a family member or a friend.
- Be a backseat rider. If you're riding alone, sit in the backseat. This ensures you can safely exit on either side of the vehicle to avoid moving traffic and gives you and your driver some personal space.
- Protect your personal information. There is no need to share your phone number or contact information with your driver.
- Follow along in your own maps app. Open up your own maps tool, enter your destination, and follow along, noting any odd route shifts.
- Travel in groups when possible. There's safety in numbers. Try riding with a friend or consider using the carpool option that some ride-hailing services offer such as Uber Pool or Lyft Line.
- If you sense that you're in trouble, call 911. If you're able, get out of and away from the vehicle, and go to the nearest open business or public area. If a threat seems imminent and people are close by, yell, blow a whistle, or make a commotion in any way you can to attract attention. Report all crimes (actual, attempted or suspected) to the police.





## CRIME STATISTICS

Continual efforts are made to inform the LSU community of matters that affect their personal safety and well-being. Regular reports regarding current problems and reported crimes are published in the student newspaper, The Reveille, and on the LSU Police website, [lsu.edu/police](https://lsu.edu/police). The LSU Police Department, in conjunction with the Department of Residential Life and the Division of Student Affairs, offers programs on personal safety, security of property, crisis intervention, and crime prevention. Students and parents are also provided with public safety information during orientation programs.

The LSU Police Department has reported crime statistics to the Federal Bureau of Investigation's National Crime Information Center since 1977. University police blotters and arrest reports are available to the media daily, and formal press releases are issued to address serious or unique problems that may arise on campus. The university believes an informed public is a safer public. For more information on the LSU Police Department, visit our web site at [lsu.edu/police](https://lsu.edu/police). The following LSU statistics, in compliance with the 1998 provisions of the Student Right-To-Know and Campus Security Act (Jeanne Clery Act), are provided for your information.

## Clery Crimes and Definitions

### Primary Crimes

**Murder And Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

**Negligent Manslaughter:** The killing of another person through gross negligence.

**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. Simple assaults are excluded.

**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.

- » Note that only fires determined through investigation to have been willfully or maliciously set are classified as arsons. Arson is therefore the only Clery Act offense that must be investigated before it can be disclosed. If other Clery Act offenses were committed during the arson incident, the most serious is counted in addition to the arson.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.

**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.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on the surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.

**Sex Offenses:** The Clery Act has four defined sex offenses for which crime statistics must be collected on Clery geography. They are: rape, fondling, incest, and statutory rape.

**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.

**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 his/her age and/or because of his/her temporary or permanent mental incapacity.

**Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

## Alcohol, Drug, and Weapon Violations

The Clery Act requires institutions collect statistics for violations of state law and or ordinances for drug, alcohol, and weapons violations.

**Liquor Law Violations:** The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

**Weapons Possession:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens 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 narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

## Hate Crimes

The Clery Act requires institutions collect crime statistics for hate crime associated with either the commission of a primary crime or the lesser offenses of larceny-theft, simple assault, intimidation, destruction of or vandalism of a buildings or property.

**Hate Crimes:** A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

- » Under the Clery Act, hate crimes include any of the following offenses motivated by bias: murder and non-negligent manslaughter, sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property. Larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property are included in your Clery Act statistics only if they are hate crimes.

**Larceny-theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another (Larceny and theft mean the same thing in the UCR). Constructive possession is the condition in which a person doesn't have physical custody or possession but is in a position to exercise dominion or control over a thing.

## Crimes Reported

NOTE: The "On Campus" category includes numbers from the "Residential Facilities" category.

Criminal Offenses—On Campus	2020	2019	2018
a. Murder and Non-Negligent Manslaughter	0	0	0
b. Negligent Manslaughter	0	0	1
c. Sex Offenses—Forcible	2	15	10
d. Sex Offenses—Non-Forcible	0	0	2
» Incest	0	0	0
» Statutory Rape	0	0	0
e. Fondling	4	8	2
f. Robbery	1	3	5
g. Aggravated Assault	0	3	1
h. Burglary	21	33	44
i. Motor Vehicle Theft	2	14	9
j. Arson	0	1	0
k. Dating Violence	1	5	5
l. Domestic Violence	0	5	4
m. Stalking	8	16	10
n. Unfounded	1	3	2

Criminal Offenses—Residential Facilities	2020	2019	2018
a. Murder and Non-Negligent Manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses—Forcible	2	7	9
d. Sex Offenses—Non-Forcible	0	0	2
» Incest	0	0	0
» Statutory Rape	0	0	0
e. Fondling	0	2	2
e. Robbery	0	1	0
f. Aggravated Assault	0	0	1
g. Burglary	18	25	14



<b>Criminal Offenses—Residential Facilities</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
h. Motor Vehicle Theft	0	0	0
i. Arson	0	1	0
j. Dating Violence	3	9	2
k. Domestic Violence	0	1	0
l. Stalking	2	2	5
m. Unfounded	3	1	2

<b>Criminal Offenses—Non-Campus</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
a. Murder and Non-Negligent Manslaughter	0	1	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses—Forcible	1	0	0
d. Sex Offenses—Non-Forcible	0	0	0
» Incest	0	0	0
» Statutory Rape	0	0	0
e. Fondling	0	0	0
f. Robbery	0	0	0
g. Aggravated Assault	0	0	0
h. Burglary	1	0	0
i. Motor Vehicle Theft	0	0	1
j. Arson	0	0	0
k. Dating Violence	0	0	0
l. Domestic Violence	0	0	0
m. Stalking	0	0	0
n. Unfounded	0	0	0

<b>Criminal Offenses—Public Property</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
a. Murder and Non-Negligent Manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses—Forcible	0	0	0
d. Sex Offenses—Non-Forcible	0	0	0
» Incest	0	0	0
» Statutory Rape	0	0	0
e. Fondling	0	0	0

<b>Criminal Offenses—Public Property</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
f. Robbery	0	0	0
g. Aggravated Assault	0	2	0
h. Burglary	0	0	0
i. Motor Vehicle Theft	0	0	0
j. Arson	0	0	0
k. Dating Violence	0	0	0
l. Domestic Violence	0	1	0
m. Stalking	0	1	0
n. Unfounded	1	0	0

## Arrests

<b>Arrests—On Campus</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Liquor Law*	1	59	118
Drug Law	5	39	112
Weapons Law	0	2	3

<b>Arrests—Residential Facilities</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Liquor Law*	0	0	0
Drug Law	6	34	28
Weapons Law	0	0	0

<b>Arrests—Non-Campus</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Liquor Law*	0	0	0
Drug Law	0	0	0
Weapons Law	0	1	0

<b>Arrests—Public Property</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Liquor Law*	0	2	122
Drug Law	2	17	20
Weapons Law	3	3	1

\*Liquor law violations, specifically unlawful possession, are dependent upon Louisiana state law, which may differ from other states, thus resulting in numbers that may seem inconsistent with other institutions of similar size. See LRS 14:93.10, more specifically parts (2)(ii) and (2)(iv). Numbers of policy violations related to the same may be requested from Student Advocacy & Accountability by calling 225-578-4307.

## Disciplinary Referrals

<b>Disciplinary Referrals—On Campus</b> (Does not include incidents which involved arrests)	<b>2020</b>	<b>2019</b>	<b>2018</b>
Liquor Law*	0	0	0
Drug Law	0	0	0
Weapons Law	0	0	0

<b>Disciplinary Referrals—Residential Facilities</b> (Does not include incidents which involved arrests)	<b>2020</b>	<b>2019</b>	<b>2018</b>
Liquor Law*	0	0	0
Drug Law	0	0	0
Weapons Law	0	0	0

<b>Disciplinary Referrals—Non-Campus</b> (Does not include incidents which involved arrests)	<b>2020</b>	<b>2019</b>	<b>2018</b>
Liquor Law*	0	0	0
Drug Law	0	0	0
Weapons Law	0	0	0

<b>Disciplinary Referrals—Public Property</b> (Does not include incidents which involved arrests)	<b>2020</b>	<b>2019</b>	<b>2018</b>
Liquor Law*	0	0	0
Drug Law	0	0	0
Weapons Law	0	0	0

\*Liquor law violations, specifically unlawful possession, are dependent upon Louisiana state law, which may differ from other states, thus resulting in numbers that may seem inconsistent with other institutions of similar size. See LRS 14:93.10, more specifically parts (2)(ii) and (2)(iv). Numbers of policy violations related to the same may be requested from Student Advocacy & Accountability by calling 225-578-4307.

## Hate Offenses

Hate Offenses—On Campus	2020	2019	2018
a. Murder and Non-Negligent Manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses—Forcible	0	0	0
d. Sex Offenses—Non-Forcible	0	0	0
e. Fondling	0	0	0
f. Robbery	0	0	0
g. Aggravated Assault	0	0	0
h. Burglary	0	0	0
i. Motor Vehicle Theft	0	0	0
j. Arson	0	0	0
k. Dating Violence	0	0	0
l. Domestic Violence	0	0	0
m. Stalking	0	0	0
n. Any Other Crime Involving Bodily Injury	0	0	0
o. Larceny Theft	0	0	0
p. Simple Assault	0	0	0
q. Intimidation	0	0	0
r. Destruction/Damage Vandalism	0	0	0

Hate Offenses—Residential Facilities	2020	2019	2018
a. Murder and Non-Negligent Manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses—Forcible	0	0	0
d. Sex Offenses—Non-Forcible	0	0	0
e. Fondling	0	0	0
f. Robbery	0	0	0
g. Aggravated Assault	0	0	0
h. Burglary	0	0	0
i. Motor Vehicle Theft	0	0	0
j. Arson	0	0	0
k. Dating Violence	0	0	0
l. Domestic Violence	0	0	0

Hate Offenses—Residential Facilities	2020	2019	2018
m. Stalking	0	0	0
n. Any Other Crime Involving Bodily Injury	0	0	0
o. Larceny/Theft	0	0	0
p. Simple Assault	0	0	0
q. Intimidation	0	0	0
r. Destruction/Damage Vandalism	0	0	0

Hate Offenses—Public Property	2020	2019	2018
a. Murder and Non-Negligent Manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses—Forcible	0	0	0
d. Sex Offenses—Non-Forcible	0	0	0
e. Fondling	0	0	0
f. Robbery	0	0	0
g. Aggravated Assault	0	0	0
h. Burglary	0	0	0
i. Motor Vehicle Theft	0	0	0
j. Arson	0	0	0
k. Dating Violence	0	0	0
l. Domestic Violence	0	0	0
m. Stalking	0	0	0
n. Any Other Crime Involving Bodily Injury	0	0	0
o. Larceny/Theft	0	0	0
p. Simple Assault	0	0	0
q. Intimidation	0	0	0
r. Destruction/Damage Vandalism	0	0	0

Hate Offenses—Non-Campus	2020	2019	2018
a. Murder and Non-Negligent Manslaughter	0	0	0
b. Negligent Manslaughter	0	0	0
c. Sex Offenses—Forcible	0	0	0
d. Sex Offenses—Non-Forcible	0	0	0
e. Fondling	0	0	0



Hate Offenses—Non-Campus	2020	2019	2018
f. Robbery	0	0	0
g. Aggravated Assault	0	0	0
h. Burglary	0	0	0
i. Motor Vehicle Theft	0	0	0
j. Arson	0	0	0
k. Dating Violence	0	0	0
l. Domestic Violence	0	0	0
m. Stalking	0	0	0
n. Any Other Crime Involving Bodily Injury	0	0	0
o. Larceny/Theft	0	0	0
p. Simple Assault	0	0	0
q. Intimidation	0	0	0
r. Destruction/Damage Vandalism	0	0	0



The LSU Carrol L. Herring Fire & Emergency Training Institute (FETI) serves upwards of 35,000 students in over 1,800 classes, which staffs volunteer fire departments across the state.

## FIRE SAFETY REPORT

LSU is committed to complying with National Fire Protection Association fire protection standards. These standards are available from the Office of Facility Planning & Control and from the Office of Environmental Health & Safety. If you have questions about fire protection requirements or wish to have an inspection made by someone, call the safety program coordinator at 225-578-5645.

The Louisiana State Fire Marshal's Office inspects and enforces the fire protection regulations on campus. Generally, the Fire Marshal inspector will visit buildings once per year to make the inspections. Correcting the conditions found in these inspections is a cooperative effort of the building occupants and LSU Facility Services.

New LSU employees are given information on how to access fire safety information for their specific area and general fire safety tips. The LSU Office of Environmental Health & Safety regularly publishes Lifeline magazine, which contains emergency procedure information and university safety rules. Students living in Residential Life facilities receive the Living on Campus Handbook, which contains safety tips and information on Residential Life policies and procedures. The LSU Office of Environmental Health & Safety staff is available to accommodate any request for individual training to specific groups, units, or departments.

## RESIDENTIAL LIFE POLICIES

The rationale for all policies is that every resident has the opportunity to take advantage of the academic and co-curricular opportunities offered at LSU. In order to ensure that basic right for all residents, we need cooperation. Residents and guests are responsible for becoming familiar with and adhering to policies outlined within the LSU Code of Student Conduct, the Living on Campus Handbook, the housing contract, and Residential Life and LSU policies outlined on the LSU website. A complete listing of the below items is also included in the Residential Life Living on Campus Handbook issued to all residents and available at hall desks and online at [lsu.edu/housing](https://lsu.edu/housing). The following Residential Life policies relate to fire safety:

## Appliances

Personal appliances may be present within on-campus communities under the following conditions:

- Appliance does not have an open heating element or flame
- Appliance does not emit grease-laden vapors
- Appliance does not override the room's/apartment's electrical outlet
- Appliance does not need to be professionally installed and/or replaces an appliance provided by the Department of Residential Life

### Permissible Appliances

Residents are permitted to bring the following items, provided they use them properly:

- Radios and stereos
- Television sets
- DVD players
- Gaming systems
- Personal computers
- 900MHz or 5.8GHz cordless phones
- Desk lamps
- Sewing machines
- Irons
- Microwaves (1000 Watts or less)
- Coffee pots with automatic shut-off
- Refrigerators (limited to five cubic feet)
- Portable hair dryers with automatic shut-off

### Non-Permissible Appliances/Electronics

The following items are not allowed in residence halls and apartments:

- 2.4GHz cordless phones
- Air-conditioning units
- Candle/wax warmers
- Ceiling fans that are not already installed
- Coffee makers without automatic shut-off
- Dishwashers that are not already installed
- Electronic skateboards, including self-balancing boards/scooters
- Halogen lamps, light bulbs
- Microwaves over 1,000 watts
- Multi-headed lamps, Medusa floor lights
- Refrigerators larger than five cubic feet
- Space heaters
- Washers and dryers
- Grills and indoor grills
- Crock pots
- Rice cookers (residence halls only)
- Hot plates (residence halls only)
- Toaster ovens (residence halls only)

- Toasters (residence halls only)
- Waffle irons (residence halls only)
- Wireless internet routers (residence halls only)
- Wireless printers, televisions, or gaming systems (are only allowed if the wireless function is turned off) (residence halls only)

Residents are expected to keep all provided appliances clean and in good condition. If a problem arises at any time with provided appliances, please contact the front desk to report the issue. Residents who are uncertain if an appliance or electronic is allowed on campus should contact Residential Life regarding the item prior to bringing it to campus.

## Cooking

Students are authorized to cook in the following campus areas:

- **Residence Halls:** Personal rooms with microwaves, kitchenettes, and grilling areas (see Grills and Grilling section).
- **Apartments:** Apartment kitchen, personal rooms with microwaves, and grilling areas (see Grills and Grilling section).
- For fire safety reasons, all cooking with grease-laden vapors, such as frying, is not allowed in on-campus residential areas. Residents are responsible for maintaining the appearance and cleanliness of the cooking areas.

## Grills and Grilling

Residents may grill on university grounds outside residential areas. Some residential communities provide permanently installed grills for use by all residents. When grilling, please make sure you are at least 25 feet away from the building and that you clean and clear all debris and trash utilized for grilling, ensuring that flames and embers are extinguished completely. Storage of flammable materials (including charcoal and lighter fluid) is not permitted anywhere inside or near a residence hall or apartment. Grills may be stored inside of your residence hall room or apartment only if they have been properly cleaned and cooled down. We recommend you purchase single-use grilling materials and utilize grilling stations provided in your community.

## Stoves

Each family and graduate apartment has a gas stove installed. If you are not familiar with this type of stove, contact the front desk and/or your Residence Life Coordinator for information on how to operate and clean the appliance. Gas stoves can easily malfunction and fail to light if they are not kept clean and free of grease. Placing aluminum foil around your stove top is not permitted. If you smell gas in your apartment, contact the front desk or the resident assistant on call as soon as possible.

## Extension Cords

All extension cords must have the UL label approval, have a minimum conductor size of 16 AWG copper, and be three-pronged (three-conductor). There is a limit of one extension cord per electrical outlet. Extension cords may not be plugged into one another. Residents may not run cords under rugs or mattresses, over sinks, through doorways, or through windows.

## Flammable Items

Items with an open flame, heating source, and/or flammable items, such as lighters, charcoal, and lighter fluid, are not allowed within or near on-campus residential communities.

## Candles and Incense

Candles and/or incense are not permitted in the residence halls and apartments, even if the wick is removed from the candle. This restriction is a direct result of safety concerns. Open flames are a primary cause of fires. In addition, the burning of candles and incense can cause problems for those individuals suffering from allergies and asthma. Candle warmers that have an open heating coil element are also not permitted.





## FIRE ALARM STANDARDS

- Activation of the protective system shall occur by any or all of the following means but not limited thereto:
  - » Manual fire alarm initiation
  - » Automatic heat detection
  - » Automatic smoke detection
  - » Extinguishing system operations
- Each manual fire alarm station on a system shall be accessible, unobstructed, visible, and of the same general type.
- The general evacuation alarm shall operate throughout the entire building.
- Audible alarm-indicating devices shall be of such character and so distributed as to be effectively heard above the ambient noise level obtained under normal conditions of occupancy.
- The fire alarm and heat/smoke detection system shall be tested periodically and the results of the test recorded.

## PORTABLE FIRE EXTINGUISHER STANDARDS

- Portable fire extinguishers shall be chosen for the class of fire expected. Class of fire refers to the nature of the fuel involved as follows:
  - » Class A—Fires involving ordinary combustible materials such as wood, cloth, rubber, and many plastics
  - » Class B—Fires involving flammable or combustible liquids, flammable gases, and similar material
  - » Class C—Fires involving electrical energy
  - » Class D—Fires involving certain combustible metals such as magnesium, titanium, sodium, potassium, etc
  - » NOTE: The fire class shall be designated on the extinguisher itself
- Extinguishers mounted in cabinets, wall recesses, or brackets shall be placed in such a manner that the operating instructions shall face outward. Extinguishers shall not be obstructed or obscured from view, and cabinets housing extinguishers shall not be locked.



- Extinguishers shall be periodically checked and/or maintained, tagged, and dated.
- In general, fire extinguishers must be mounted such that travel distance to an extinguisher does not exceed 75 feet.

## RESPONSE TO FIRES AND FIRE ALARMS

If there is threat of a fire or a potential fire in any campus building you are occupying, follow these emergency response steps:

- Try to remain calm and DO NOT ENTER AN AREA THAT MAY BE DANGEROUS.
- Pull the fire alarm and begin evacuation of the building in accordance with the fire plan.
- Call LSU Police (911 or 578-3231) and Facility Services (578-2327).
- Assure complete evacuation using assistance from others (floor monitors).
- Monitor the situation until all clear is given by LSU Police. DO NOT LET UNAUTHORIZED PEOPLE ENTER THE BUILDING.

### When a Fire Alarm Goes Off

- All residents and staff will evacuate the building.
  - » Persons confined to a wheelchair or crutches should not attempt to evacuate the building using the wheelchair or crutches unless they are located on the first floor and have ramped or level access to the designated assembly area. Otherwise, proceed to the nearest fire exit and wait for emergency personnel assistance to a safe area outside of the building.
  - » Communicate with others during the evacuation that additional assistance is required for evacuation. Direct communication with the fire department may be achieved by calling 911. Be sure to identify each person, the building name, and the floor location of the emergency exit.
  - » Visually impaired residents should take the hand of a fellow resident and follow them out of the building to their designated assembly area.
- Staff should report to the front of the building for crowd control assignments from the Residence Coordinator (RC), LSU Police, or fire department.
- No staff member shall silence the alarm until after the campus police or fire department arrives and secures the building.
- Staff should question residents to attempt to determine if the building is empty. Notify fire department and LSU Police of known mobility impaired residents in need of assistance (provide stairwell and floor location). The RC will use the community roster to account for all residents.
- Staff should comply with any request from the LSU Police and/or the fire department. Note: no staff member should enter an area that appears dangerous! The priority is to evacuate the building and instruct others to do the same.
- If staff determines that the fire can be safely extinguished with a fire extinguisher, they may do so. If staff cannot determine the size of the fire or if they can see it is not likely to be put out by an extinguisher, they should evacuate the building immediately.
- In an actual fire, only Facility Services or the Baton Rouge Fire Department will close the valve on a sprinkler line. The fire alarm panel can only be reset by Facility Services after a new sprinkler head had been installed.

### After the Alarm/Fire

- Residents are not allowed back into the building until directed by LSU Police or the fire department.
- Staff is to file an incident report by no later than 8:00 a.m. the following morning.

### If a Threat of Fire Exists or If Fire Is Discovered

Pull the nearest alarm pull station to activate the fire alarm, evacuate the building, and call the LSU Police at 911 or 578-3231. Afterward, call your Residence Life Coordinator or the "On-Call RC." The Department of Residential Life will work to reassign residents who are not able to return to their rooms due to damage.

## RESIDENT EVACUATION INSTRUCTIONS

- Turn on light and open draperies. This allows the fire department to check the rooms from the outside for smoke. Also, no lights in an area may indicate trouble in that area.
- Close windows. By reducing drafts in the building, the spread of smoke and fire will be slowed.
- Touch inside of your door to test for heat. If warm, do not open. If the air in the hall is hot enough to heat through the door, one breath of this air could kill you.
- If you are trapped in your room by fire, keep the door and windows closed tightly and stand in full view in the window until help arrives.
- Open door only if not warm. Brace yourself against the door and crack it slightly open to check the incoming air at the top of the door with your hand. The pressure from superheated air is usually strong enough to force open the door. The door may not have had time to become heated.
- Exit immediately. Lock the door and walk away from the building by your assigned route. Do not talk. Listen for directions. Dress properly for the weather. Do not use elevators as an emergency exit.
  - » Persons confined to a wheelchair or crutches should not attempt to evacuate the building using the wheelchair or crutches, unless they are located on the first floor and have ramped or level access to the designated assembly area. Otherwise, proceed to the nearest fire exit and wait for assistance from emergency personnel.
  - » Communicate with others during evacuation that additional assistance is required for evacuation. Direct communication with the fire department may be achieved by calling 911. Be sure to identify each person, the building name, and the floor location of the emergency exit where you are waiting.
  - » Visually impaired residents should take the hand of a fellow resident and exit the building to the designated assembly area.
- Carry a towel with you. If dense heat is encountered, the towel can be used to protect your face, hair, and back of your neck.
- When you leave the building, move to your assigned meeting area, which will be at least 100 feet away from the building. This will allow fire-fighting equipment to move freely in this area.
- Do not return to your room or re-enter the building. Wait for instructions. You may re-enter the building when the all clear is sounded.

## Evacuation Procedures and Locations

Residents and guests are required to evacuate a building when a fire alarm or evacuation alarm sounds, emergency flashing lights have been activated, or when instructed to do so by LSU staff members or emergency personnel. Re-entry into a building is prohibited until approved by LSU staff members or emergency personnel. The following locations will be used in the case of an evacuation, such as a fire alarm. Please find the nearest exit and stand at your community's assigned meeting area and wait for further instructions. Outside evacuation locations are also listed. If weather or other circumstances are not favorable for assembly outside, residents and staff will go to the indoor location listed.

Residential Community	Outdoor Location	Indoor Location
Acadian Hall	Field south of Acadian Hall	Blake Hall
Annie Boyd Hall	Green space beside Louise Garig & Highland Road	Laville Hall
Azalea Hall	Greenhouse District Courtyard	Camellia Hall Lobby
Blake Hall	Field south of Acadian Hall	Acadian Hall
Broussard Hall	Pentagon Courtyard	WCA Activity Center
Camellia Hall	Greenhouse District Courtyard	Azalea Hall Lobby
Cedar Hall	Green space between Kirby Smith & The 5	Spruce Hall
Cypress Hall	Green space between Cypress & The 5	Spruce Hall

Residential Community	Outdoor Location	Indoor Location
East Laville Hall	ECA parking lot	Blake Hall
East Campus Apartments	Parking lot	ECA Activity Center
Edward Gay Apartments	Edward Gay Playground	Edward Gay Activity Center
Evangeline Hall	ECA parking lot	East Laville lobby
Herget Hall	Herget parking lot	Miller Hall
Highland Hall	Green space between Louise Garig Hall & Highland Road	Evangeline Hall
McVoy Hall	Parking lot west of McVoy Hall	Blake Hall
Miller Hall	Miller parking lot	Herget Hall
Nicholson Gateway: Bayou	Gateway North parking lot	Marsh Hall
Nicholson Gateway: Canal	Green Space between Gulf and Oxbow	Riverbend Hall
Nicholson Gateway: Delta	Gateway North parking lot	Oxbow Hall
Nicholson Gateway: Gulf	Green space between Gulf and Oxbow	Delta Hall
Nicholson Gateway: Marsh	Gateway North parking lot	Bayou Hall
Nicholson Gateway: Oxbow	Green space between Gulf and Oxbow	Delta Hall
Nicholson Gateway: Riverbend	Gateway Central parking lot	Canal Hall
Pentagon Halls	Pentagon Courtyard	Broussard Hall
Residential College One—Faculty in Residence Building	Courtyard	Broussard Hall
Residential College One—East Hall	Courtyard	Broussard Hall
Residential College One—North Hall	Courtyard	Broussard Hall
Residential College One—South Hall	Courtyard	Broussard Hall
Residential College One—West Hall	Courtyard	Broussard Hall
Spruce Hall	Green space between Kirby Smith & The 5	Cypress Hall
West Campus Apartments	WCA north parking lot	WCA Activity Center/Broussard Hall
West Laville Hall	ECA parking lot	Acadian Hall

## FIRE, SAFETY, LIFE CODE INFORMATION

Safety equipment including sprinklers, smoke detectors, heat sensors, fire exit signs, fire extinguishers, pull stations, hoses, alarm bells, and any other safety equipment is necessary to safeguard residents. Activating, handling, using, or interfering with any fire or safety equipment for any reason other than an emergency is prohibited.

## Residential Life Fire Safety Equipment

Residential Life Facility	Onsite Fire Alarm Monitoring	Full Automatic Sprinkler System*	Automatic Fire Alarm System (with strobes and horns)	Automatic Fire Alarm System (with horns)	Audible Directional Assist	Smoke Detectors (single station)	Heat Smoke Detectors (addressable by sounder base)	Fire Extinguishers	Posted Evacuation Signs	Fire Drills Each Academic Semester
Acadian	x	x	x				x	x	x	2
ADPI	x	x	x		x		x	x	x	1
Annie Boyd	x	x	x		x		x	x	x	2
API	x	x	x	x	x		x	x	x	1
APA	x					x		x		2
Azalea	x	x	x		x		x	x	x	2
Beauregard	x	x	x			x		x	x	2
Blake	x	x	x		x		x	x	x	2
Broussard	x	x	x				x	x	x	2
Camelia	x	x	x		x		x	x	x	2
Cedar	x	x	x		x		x	x	x	2
Cypress	x	x	x		x		x	x	x	2
East Laville	x	x	x		x		x	x	x	2
E Campus Apt	x	x	x				x	x		1
Ed Gay						x		x		0
Herget	x	x	x				x	x	x	2
Highland	x	x	x		x		x	x	x	2
Jackson	x	x	x				x	x	x	2
Kirby Smith	x	x	x			x		x	x	2
Lakeshore House		x	x				x	x	x	0
LeJeune	x	x	x			x		x	x	2
Louise Garig	x	x	x			x	x	x	x	0
McVoy	x	x	x					x	x	0
Miller	x	x	x		x		x	x	x	2
Spruce	x	x	x		x		x	x	x	2
RC1 South	x	x	x		x		x	x	x	2
RC3 North	x	x	x		x		x	x	x	2
RC4 East	x	x	x		x		x	x	x	2
RC2 West	x	x	x		x		x	x	x	2

\* Sprinklers in common areas and individual rooms

Residential Life Facility	Onsite Fire Alarm Monitoring	Full Automatic Sprinkler System*	Automatic Fire Alarm System (with strobes and horns)	Automatic Fire Alarm System (with horns)	Audible Directional Assist	Smoke Detectors (single station)	Heat Smoke Detectors (addressable by sounder base)	Fire Extinguishers	Posted Evacuation Signs	Fire Drills Each Academic Semester
Taylor	x	x	x				x	x	x	2
W Campus Apts	x	x	x		x	x		x	x	2
Bayou	x	x	x		x	x		x	x	2
Marsh	x	x	x		x	x		x	x	2
Delta	x	x	x		x	x		x	x	2
Gulf	x	x	x		x	x		x	x	2
Oxbow	x	x	x		x	x		x	x	2
Canal	x	x	x		x	x		x	x	2
Riverbend	x	x	x		x	x		x	x	2
West Laville	x	x	x			x		x	x	2

\* Sprinklers in common areas and individual rooms

## Greek House Fire Safety Equipment

Greek House	Fire Alarm Monitored Off-Site	Partial <sup>1</sup> Sprinkler System	Full <sup>2</sup> Sprinkler System	Smoke Detectors	Fire Extinguishers	Posted Evacuation Signs	Fire Drills Per Academic Year
Acacia	x	x		P	x	x	2
Delta Chi	x		x	C	x	x	2
Alpha Phi	x		x	C	x	x	2
Alpha Delta Pi	x		x	C	x	x	2
Alpha Phi Alpha	x		x	C	x	x	2
Chi Omega	x		x	C	x	x	2
Delta Delta Delta	x		x	C	x	x	2
Delta Gamma	x		x	C	x	x	2
Delta Kappa Epsilon	x		x	P	x	x	2
Alpha Gamma Rho	x	x		P	x	x	2
Delta Zeta	x		x	C	x	x	2
Kappa Alpha	x		x	P	x	x	2
Kappa Alpha Theta	x		x	C	x	x	4
Kappa Delta	x		x	C	x	x	2

<sup>1</sup> Sprinklers in common areas only

<sup>2</sup> Sprinklers in common areas and in individual rooms

P=Partial

C=Complete

Greek House	Fire Alarm Monitored Off-Site	Partial <sup>1</sup> Sprinkler System	Full <sup>2</sup> Sprinkler System	Smoke Detectors	Fire Extinguishers	Posted Evacuation Signs	Fire Drills Per Academic Year
Kappa Kappa Gamma	x		x	C	x	x	2
Kappa Sigma	x		X	C	x	x	2
Lambda Chi Alpha	x		x	P	x	x	2
Phi Beta Phi	x		x	C	x	x	2
Phi Gamma Delta	x		x	C	x	x	2
Phi Kappa Psi	x		x	C	x	x	2
Phi Mu	x		x	C	x	x	2
Pi Beta Phi	x		x	C	x	x	2
Pi Kappa Alpha	x	x		C	x	x	2
Pi Kappa Phi	x		x	P	x	x	2
Sigma Alpha Mu	x	x		P	x	x	2
Sigma Alpha Epsilon	x			P	x	x	2
Sigma Chi	x			P	x	x	2
Sigma Nu	x	x		C	x	x	2
Sigma Phi Epsilon	x		x	C	x	x	2
Tau Kappa Epsilon	x			C	x	x	2
Theta Xi	x			P	x	x	2
Zeta Tau Alpha	x		x	C	x	x	2

1 Sprinklers in common areas only

2 Sprinklers in common areas and in individual rooms

P=Partial

C=Complete

## Residential Life Fire Statistics

Residential Life Facility	Total Number of Fires	Fire Number	Date of Fire	Time of Fire	Cause	Injuries Requiring Medical Treatment	Deaths	Property Damage Value
AcadiOn	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Annie Boyd	0	0	n/a	n/a	n/a	n/a	n/a	n/a
APA	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Beauregard	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Blake	1	20201017-001	10/17/20	0106 hrs	Kitchen trashcan fire	0	0	Unknown
Broussard	0	0	n/a	n/a	n/a	n/a	n/a	n/a
East Campus Apts.	0	0	n/a	n/a	n/a	n/a	n/a	n/a
East Laville	0	0	n/a	n/a	n/a	n/a	n/a	n/a



Residential Life Facility	Total Number of Fires	Fire Number	Date of Fire	Time of Fire	Cause	Injuries Requiring Medical Treatment	Deaths	Property Damage Value
Edward Gay Apts.	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Herget	1	20200918-009	9/18/20	2024 hrs	Ash dumped into trashcan	0	0	Unknown
Highland	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Jackson	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Kirby Smith	0	0	n/a	n/a	n/a	n/a	n/a	n/a
LeJeune	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Louise Garig	0	0	n/a	n/a	n/a	n/a	n/a	n/a
McVoy	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Miller	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Residential College South	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Residential College North	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Residential College West	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Residential College South	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Taylor	0	0	n/a	n/a	n/a	n/a	n/a	n/a
West Campus Apts.	0	0	n/a	n/a	n/a	n/a	n/a	n/a
West Laville	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Bayou	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Marsh	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Delta	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Gulf	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Oxbow	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Canal	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Riverbend	0	0	n/a	n/a	n/a	n/a	n/a	n/a

## Greek Houses Fire Statistics

Greek House	Total Number of Fires	Fire Number	Date of Fire	Time of Fire	Cause	Injuries Requiring Medical Treatment	Deaths	Value of Property Damage
Acacia	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Delta Chi	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Alpha Phi Alpha	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Chi Omega	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Delta Delta Delta	0	0	n/a	n/a	n/a	n/a	n/a	n/a

Greek House	Total Number of Fires	Fire Number	Date of Fire	Time of Fire	Cause	Injuries Requiring Medical Treatment	Deaths	Value of Property Damage
Delta Gamma	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Delta Kappa Epsilon	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Alpha Gamma Rho	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Delta Zeta	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Kappa Alpha	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Kappa Alpha Theta	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Kappa Delta	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Kappa Kappa Gamma	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Kappa Sigma	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Lambda Chi Alpha	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Phi Beta Phi	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Phi Delta Theta	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Phi Gamma Delta	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Phi Kappa Psi	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Phi Mu	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Pi Beta Phi	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Pi Kappa Alpha	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Pi Kappa Phi	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Sigma Alpha Mu	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Sigma Alpha Epsilon	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Sigma Chi	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Sigma Nu	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Sigma Phi Epsilon	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Tau Kappa Epsilon	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Theta Xi	0	0	n/a	n/a	n/a	n/a	n/a	n/a
Zeta Tau Alpha	0	0	n/a	n/a	n/a	n/a	n/a	n/a