

USF University of South Florida **POLICE DEPARTMENT**
SAFETY GUIDE



Visit our web page: <http://upolice.up.usf.edu/>

FALL 2002

POLICE DIRECTORY

University Police, Tampa Campus
 Corner of Fletcher and Maple Drive

Tampa Campus

Emergencies 911
 Non - Emergency 974-2628

USF Police, St. Petersburg

Corner of 5th Avenue South and 2nd
 Street
 Non-emergency (727) 553-1140

New College of Florida Police at Sarasota

Viking-C121
 Non-emergency (941) 359-4210
 On-campus 2-4210

Victims' Advocate Program

Tampa Campus 974-5757
 St. Petersburg Campus .. (727) 553-1129
 Sarasota Campus (941) 252-5156

Counseling Center

Tampa Campus 974-2831
 St. Petersburg Campus
 DAV115 (727) 553-1129
 Sarasota Counseling and
 Wellness Center (941) 359-4254
 on Campus 2-4254

Judicial Services

Tampa Campus 974-9443
 St. Petersburg Campus . (727) 553-1162
 Sarasota Campus (941) 359-4348

Employee Assistance Program

Tampa Campus 974-5649
 St. Petersburg Campus (727) 553-1129
 Sarasota Campus (941) 359-4254

Student Health Services

Tampa Campus 974-2331
 St. Petersburg Call 911
 Sarasota Campus (941) 359-4254

SAFE Team 974-SAFE

Hillsborough County

Sheriff's Office 247-8000

Tampa Police Department 273-3200

Temple Terrace

Police Department 989-7100

SERVICES OFFERED BY THE UNIVERSITY OF SOUTH FLORIDA POLICE

The University of South Florida Police Department strives to meet the needs of the University community by providing these services to you:

- **Response** to all emergencies—police, fire, medical
- **Investigation** of all misdemeanor and felony crimes
- **Assistance** to all victims of crime
- **Investigation** of traffic crashes
- **Monitoring** of alarms for intrusion, robbery and fire
- **Maintenance** of police records information
- **Assistance** to motorists and citizens
- **Contact** and referral of individuals to other campus and community human services agencies
- **Assistance** and cooperation with emergency service agencies
- **Planning** and management of special events
- **Handling** of special security requests
- **Security** consultations and surveys
- **Receipt** and return of lost and found property
- **Provide** fingerprints for job applicants
- Off-Campus Housing - **A Guide to Apartment Safety**

USF University of South Florida
University Police Department

To the USF Community:

The University of South Florida's Police Department's primary concern is for the safety and security of all members of the University community.

The University Police, through constant patrol and special programs, make every effort to ensure you won't become a victim of crime. However, by keeping yourself aware of your surroundings and being informed on issues of safety, you will have armed yourself with the two most effective weapons against crime and reducing the opportunity for crime to occur.

The University Police Department offers a variety of educational programs and training classes that help promote an environment that is as crime-free as possible. We encourage you to take advantage of and participate in these programs and classes in an effort to reduce your chances of becoming a victim of crime. Some of the programs and classes available are as follows:

- **Personal Safety** - Reducing Your Risks
- **Burglary and Theft Prevention**
- **How to Identify a Rapist Before He Targets You** (Women Only)
- **Rape Aggression Defense (RAD)** - Self Defense for Women
- **Date/Acquaintance Rape** - WE Are ALL Victims (Men Only)
- **Violence in the Workplace** - Strategies and Solutions
- **Office Operational Safety Assessment**
- **Child Safety Programs**
- **Alcohol Programs**

You are also encouraged to contact the University Police to obtain information on additional programs and services that are free and available to you as members of the University community.

The USF Police Department is here for you...



Robert P. Johnson, Chief of Police

USF Police Offer Information on Security Policies, Statistics, Safety and Prevention Programs and More...

Campus Security Act

In 1990, President Bush signed into law the "Student Right to Know and Campus Security Act". This act requires all postsecondary institutions to prepare, publish and distribute certain information regarding campus crimes and policies relating to security.

The University of South Florida is a comprehensive research university with campuses in four locations including the following: Tampa, St. Petersburg, Sarasota and Lakeland. Specific information for each campus is available.

The University Police Department

On the Tampa Campus the University Police Department is located at the corner of Fletcher Avenue and Maple Drive. The University of South Florida Police provide a full range of public safety services to the community 24 hours a day, seven days a week on the Tampa Campus. All University Police officers are certified by the State of Florida after completing minimum standards training from the Regional Police Training Academy.

General services provided by the University Police include car patrol, foot patrol, bike patrol, criminal investigation of all misdemeanors and felonies, traffic enforcement, crash investigation, special events management and crime prevention programs.

The University Police Department has an excellent working relationship with all local law enforcement agencies, which assures the delivery of professional police services. The Florida Department of Law Enforcement and other state and federal agencies are available to assist upon request. Communication and coordination with all area law enforcement agencies are maintained on a 24-hour basis via computer networks, such as the Florida Crime Information Center and the National Crime Information Center.

The University Police Department routinely publishes a Daily Police Activity Report that is available through USF News or upon request.

Procedures to Report Criminal Acts or Emergencies on Campus

Any emergency situation involving a threat to life or property should be immediately reported to the University Police. The caller should stay on the line until the dispatcher terminates the call. Do not hang up. Emergency police, fire or medical assistance can be obtained by calling **9-1-1**. All campus phones, including pay phones may be used to dial **9-1-1** at no charge. All other business can be conducted by calling **974-2628**.



Emergency Blue Light Phones are located throughout campus and are equipped with automatic location indicators and have instruction for the hearing and speaking impaired.

Campus Sexual Assault Policy

The USF Police Department is responsible for the investigation of campus sexual offenses. The USF Police Department provides immediate assistance to the victim and initiates investigative processes to apprehend the perpetrator of the crime. The USF Police Department works closely with the Hillsborough County State Attorney's Office in all investigations of sexual battery/rape investigations.

Complaints of sexual battery/rape are serious criminal offenses that will be processed within the criminal justice system. Sexual battery/rape committed by students is also a violation of the USF student conduct rule. Student perpetrators are subject to institutional disciplinary sanctions including expulsion as provided by the USF rules in addition to those stated above in accordance with State law.

Campus related sexual battery/rape committed by employees is also considered misconduct as provided by applicable rules and collective bargaining agreements. Employee perpetrators are subject to institutional disciplinary action including termination as provided by such rules/agreements in addition to those stated above in accordance with State law.

Rights of Victims of Campus Related Sexual Batteries

The University understands and commits its efforts toward successfully dealing with the trauma experienced by victims of sexual battery/rape. Efforts will be directed toward assisting the victim at all stages of the investigation and judicial process that may follow. The same shall be accorded to victims in connection with disciplinary actions involving alleged employee perpetrators subject to applicable rules and collective bargaining agreements. USF policies dictate that:

- The right to request a University directive forbidding the alleged perpetrator from contact with the victim.
- The right to request an immediate change in

residence hall arrangements and/or transfer of classes/workplaces.

- The right to have present throughout the disciplinary process an advisor, which may also be a legal counsel.
- The right to remain present during the entire hearing.
- The right to have irrelevant sexual history excluded from the hearing.
- The right to submit a list of related questions for consideration prior to the hearing.
- The right to submit a victim impact statement.
- The right to know the outcome of the proceeding.

Victims' Advocacy Program

The Victims' Advocacy Program will assist USF students or employees who are victims of actual or threatened violence including assault, battery, sexual battery and attempted sexual battery. Services are available 24 hours a day, seven days a week.

Victim services include assistance in contacting professors or supervisors about absences, assistance with referrals and follow-up medical treatment and counseling services on and off campus; assistance with immediate changes in residence hall arrangements if needed for victims living on campus; assistance with immediate safe housing; transportation and assistance in disciplinary proceedings and/or the criminal justice system. Follow-up counseling services or other trauma assistance will be arranged for the victim as needed.

While reports are strongly encouraged, reports are not required for information and referral assistance. The Victims' Advocate telephone number is **974-5757** and is located in **ADM 273**. Office hours are Monday through Friday 8 a.m. to 5 p.m. An on-call advocate can be reached anytime by contacting the program telephone number at **974-5757**.

Counseling

The Counseling Center for Human Development provides professional counseling services to USF students. These services include: intake evaluation, short-term personal counseling, psychiatric consultation, group counseling and referral services.

For more information or an appointment, call **974-2831**. The offices are located in the Student Services Building, **SVC 2124**. Office hours are 8 a.m. to 5 p.m., Monday through Friday. Emergency, after hours services can be obtained by contacting the University Police at **974-2628**.

Employee Assistance Program

The Employee Assistance Program provides professional counseling and referral services for USF employees. The services offered include: intake evaluation, short-term personal counseling and referral services.

For more information or an appointment, call **974-5469**. The offices are located in the Student Services Building, **SVC 2124**. Office hours are 8 a.m. to 5 p.m., Monday through Friday.

Student Health Services

Student Health Services functions as a walk-in clinic for students and maintains a day infirmary only. Services include on-site nurses and physicians, a variety of lab tests and specialty clinics (including GYN).

The Student Health Services Building is located east of the University Center and north of the Student Services annex. The telephone number is **974-2331** and the hours are 8:30 a.m. to 5:00 p.m., Monday through Friday.

Crime Prevention Services/Education Programs

The University of South Florida offers a number of programs intended to reduce the potential for personal injury and loss of property. Presentations on Safety are included in the orientation of incoming students and residence hall students, and are held frequently during fall and spring semesters for the benefit of students, faculty and staff.

Crime Prevention Programs

The University Police Department encourages all students and members of the faculty and staff to be involved in campus crime prevention. Information on safety and security concerns and precautions are provided to students, faculty, staff members regularly through seminars, films, bulletins, crime alerts, posters, brochures and university staff and student newspapers. In an ongoing effort to facilitate this process, University Police officers provide crime prevention programs each semester on the following topics:

- Date/Acquaintance Rape Programs for both Men and Women
- Rape Aggression Defense (RAD) [Self Defense for Women]
- Personal Safety – Reducing Your Risks
- Drinking and Driving – DUI Information
- Drugs – Health Risks, Liabilities
- Burglary and Theft Prevention
- Operation ID - Engraving
- USF Police Department – Who we are and What we do
- Bike Engraving and Theft Prevention
- Cash Handling and Robbery Precautions
- Child Safety Programs
- Violence in the Workplace
- Alcohol Programs

Additional programs are provided by the University to include:

- The Campus Alcohol and Drug Resource Center sponsors National Collegiate Alcohol Awareness Week in the Fall and National Collegiate Drug Awareness Week in the Spring.
- Mandatory Orientation programming for all new students includes a session on Campus Safety and another on Wellness issues. Through these programs, student awareness is increased about health and safety issues for their personal life.
- The Health Education Department offers a variety of outreach programming which includes:
 - Introduction to Women's Health
 - Sexually Transmitted Diseases
 - Substance Abuse Awareness
 - Sexuality
 - AIDS Education.

USF's Drug Free Schools and Community Program

The University of South Florida is committed to providing an orderly and safe environment for all students, faculty and employees. To this end, the University advises all community members that it is unlawful to manufacture, distribute, dispense, possess and/or use illegal drugs on its premises. Any violation may be cause for disciplinary action and criminal prosecution. (Please refer to: **USF, A Drug-Free Workplace and University of South Florida Student Handbook.**)

The use of alcoholic beverages by members of the University Community is at all times subject to the alcoholic beverage laws of the State of Florida and USF Alcohol Policy and Guidelines. Specifically, it is unlawful for any person to sell, give, serve or permit to be served alcoholic beverages to a person under 21 years-of-age or to consume said beverages on licensed premises. It is also unlawful for a person to misrepresent or misstate his or her age or the age of any other person for the purpose of inducing any license or his agents or employees to sell, give, serve or deliver any alcoholic beverage to a person under 21 years-of-age. A violation of the proceeding may be cause for disciplinary action and criminal prosecution.

Drug and Alcohol Counseling

Programs are available to assist students and employees who may be in need of drug or alcohol counseling and treatment or rehabilitation programs. The Counseling Center receives referrals from Housing, the Student Health Services, Campus Alcohol and Drug Resource Center, DUI Counter Attack School, Student Affairs administration, University Police and self-referrals from individuals for alcohol and drug related problems.

The Counseling Center provides psychological assessment and screening, short-term treatment of appropriate cases or referral to other treatment resources as needed. An Employee Assistance Program (EAP) is available in the Counseling Center for faculty or staff who may be experiencing drug or alcohol related difficulties. Supervisors may refer staff members or individuals may independently contact EAP.

Weapons

Florida State Statute 790.06(12) forbids any person from carrying a firearm on a university campus. Firearms are not allowed in USF housing facilities. To assist persons who may desire to have access to firearms for recreational purposes, the University Police Department provides weapon(s) storage.



Residential Officers

Security of Campus Facilities/ Residence Halls

The University of South Florida is a public institution and, with the exception of residence halls, is open to the public during the day and evening hours when classes are in session. After these hours, University buildings are generally locked and only faculty, staff and some students with proper identification are admitted. University Police provide regular patrol of University buildings as well as parking lots.

Resident students are issued a key at check-in so they may have access to their living unit. Students are encouraged to safeguard keys in order to enhance their personal safety and the safety of others. An effective residence hall security system program depends upon resident cooperation, staff supervision and University Police assistance. The best security system is one in which every member of the community takes personal responsibility for self-protection and the protection of their property.

University Police (UP) officers regularly patrol the residence halls and are readily available to assist on a 24-hour basis. The University Police Department also has a satellite office in the residential area with two officers assigned to the residential facilities to specifically deal with the needs of residential students. A Resident Assistant or Night Clerk is on duty in residence hall complexes every night for security purposes. These security measures and personnel are representative of our concern for the protection of your person and property. Maintenance personnel make security inspections and corrections as needed. Students are encouraged to call the housing office or the police department to promptly report security deficiencies.

The Physical Plant Division maintains University buildings and grounds with a concern for the safety and security of all persons and property. Inspections are routinely conducted and repairs are promptly made to ensure that appropriate safety and security standards are maintained. The University Police Department assists Physical Plant personnel by reporting potential safety and security hazards which include conducting campus lighting surveys and reporting outages. Students, faculty and staff are also encouraged to call Physical Plant to report any safety or security hazards.

A representative of the University Police department is involved in the review of architectural plans for new facilities or major renovations to existing buildings. Specific recommendations are made to enhance the security of all facilities before contractors begin working. The University Police Department also conducts physical security surveys of campus facilities that may be vulnerable to criminal intrusion. Specific recommendations are made regarding security hardware, alarms or procedures that will serve to reduce the opportunities for crime to occur in or around campus buildings.

Off-Campus Student Residence

At the Tampa campus, many of our students live in privately owned fraternity houses or apartments located near the campus. The local law enforcement agency of jurisdiction is responsible for providing police services to these students. The University Police Department offers crime prevention programs emphasizing security measures that these residents can take to protect themselves.

The University Police initiates regular contact with local law enforcement agencies regarding criminal activity occurring at off-campus student housing complexes. The University Police Department meets regularly with the managers of off-campus housing complexes to discuss specific concerns and recommendations for improving security precautions.

The University Police Department annually provides the Student Government sponsored Off-Campus Housing Office with a brochure which assists students in evaluating the security of off-campus apartments. This brochure identifies high crime rate areas, security features that should be available in off campus complexes, steps for forming a neighborhood watch group and other basic prevention precautions.

USF Sarasota-Manatee

USF Sarasota Manatee conducts classes at the Sarasota Campus. The New College of Florida Police Department provides all law enforcement services for USF Sarasota-Manatee as well as New College of Florida, including the investigation of criminal acts. Crime statistics reported to the New College of Florida Police Department for the Sarasota Campus can be obtained by accessing their website at: www.ncf.edu/UniversityPolice/ or by calling (727) 553-4210.

USF St. Petersburg

The USF Tampa Campus conducts classes on the campus of USF St. Petersburg. The University of South Florida St. Petersburg Police Department provides all law enforcement services, including the investigation of criminal acts at the USF St. Petersburg location. Crime statistics reported to the University of South Florida St. Petersburg Police Department can be obtained by calling (727) 553-1140.

Pasco/Hernando Campus

USF conducts classes on the campuses of the Pasco/Hernando Community College. Law enforcement services, including the investigation of criminal acts, are provided on a routine basis as follows: on the New Port Richey Campus by the Pasco County Sheriff's Office; on the Brooksville Campus by the Hernando County Sheriff's Office; and, on the Dade City Campus by the Dade City Police Department. The University Police Department provides law enforcement or crime prevention services at this location on an as needed basis. The Pasco/Hernando Community College General Council's Office, who reports crime statistics for their campus, advised that no required reportable offenses occurred on or about the USF Pasco/Hernando Campus property in 2001. Any additional information can be obtained at the Pasco/Hernando Community College website: www.pasco-hernandocc.com/

Lakeland Campus

USF has a campus located at Polk Community College in Lakeland. Law enforcement services, including the investigation of criminal acts, are provided on a routine basis by the Polk County Sheriff's Office in Lakeland. The University Police Department provides law enforcement or crime prevention services at this location on an as needed basis. The Polk County Sheriff's Office advised that no required reportable offenses occurred on or about the USF Lakeland Campus property in 2001. The USF Lakeland Campus website is: www.lkld.usf.edu/

Sexual Predators/Offenders

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where they may obtain information provided by the state concerning registered sexual predators and offenders. It also requires sexual predators and offenders to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student at that institution. USF Police will notify the University Community when a registered sexual predator or offender has registered as being on campus per State law. Sexual predator or offender information can be obtained by visiting the USF Police Department's website: <http://upolice.up.usf.edu> or by visiting the Florida Department of Law Enforcement website at www.fdle.state.fl.us/

Crime Statistics

The University Police Department submits semi-annual Uniform Crime Report data to the Florida Department of Law Enforcement for the Tampa Campus. They also regularly disseminate information concerning the incidence of crime through local and on-campus media. The data is ultimately published by the FBI in the **Uniform Crime Report**. The charts on the next page reflect the number of crimes reported for select offenses as required by federal law. Florida Department of Law Enforcement definitions of the select offenses is available by contacting the University Police Department.

The crimes reported on each chart are separated by crimes reported directly to USF Police Department in Tampa and crimes reported by University Officials or by other local law enforcement agencies in Tampa. The locations are identified as: on-campus, either in the residential area (Res) or other areas of the campus (Othr); non-campus buildings or property, which are the buildings owned or controlled by the University or a student organization recognized by the University and used by students but not in the geographic area of the campus; public property, which is property contiguous to the University.

Crimes Reported by USF Police Department – Tampa Campus (Reported in accordance with Uniform Crime Reporting Program)															
Offense Type *(includes attempts)	Total Uniform Crimes Reported USF Campus						Non-Campus Building or Property			On Public Property			Total Uniform Crimes Reported		
	1999 Res - Othr	2000 Res - Othr	2001 Res - Othr	1999	2000	2001	1999	2000	2001	1999	2000	2001	1999	2000	2001
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex/Rape	1	0	*4	*1	2	0	0	0	0	0	0	0	1	*5	2
Non-Forcible Sex/Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	2	0	1	0	4	0	0	0	0	0	0	2	1	4
Aggravated Assault	2	10	*1	*15	3	9	0	0	0	0	0	0	12	*16	12
Burglary	25	70	13	50	26	52	0	0	0	0	0	0	95	63	78
Larceny/Theft	22	347	19	406	52	383	0	0	0	0	0	0	369	425	435
Arson	1	0	0	*1	0	0	0	0	0	0	0	0	1	*1	0
Motor Vehicle Theft	0	22	0	64	0	71	0	0	0	0	0	0	22	64	71
Hate Crimes (by prejudices)															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Arrests/Referrals – Select Offenses															
	Arrest	Referral	Arrest	Referral	Arrest	Referral	Arrest	Arrest	Arrest	Arrest	Arrest	Arrest	Arrest Totals	Arrest Totals	Arrest Totals
Liquor Law Violations	54	27	*33	6	31	4	0	0	0	0	0	0	54	33	31
Drug Law Violations	48	7	21	10	37	18	0	0	0	0	0	5	48	21	42
Weapons Law Violations	8	1	1	0	7	2	0	0	0	0	0	0	8	1	7

This chart reflects offenses that have been reported to the University of South Florida Police Department that have been filed with the Florida Department of Law Enforcement. *Last year's publication did not print precise figures. The figures shown have been amended.

Crimes Reported by USF Police Department – Tampa Campus (Reported in accordance with Uniform Crime Reporting Program)															
Offense Type *(includes attempts)	Total Crimes Reported USF Campus						Non-Campus Building or Property			On Public Property			Total Uniform Crimes Reported		
	1999 Res - Othr	2000 Res - Othr	2001 Res - Othr	1999	2000	2001	1999	2000	2001	1999	2000	2001	1999	2000	2001
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex/Rape	1	0	1	0	0	0	0	0	0	0	0	0	1	1	0
Non-Forcible Sex/Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0
Aggravated Assault	1	0	0	0	0	0	0	0	0	1	0	1	2	0	1
Burglary	0	0	0	0	0	0	0	0	0	17	17	7	17	17	7
Larceny/Theft	1	2	0	1	0	0	0	0	0	8	12	1	11	13	1
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	2	4	4	2	4	4
Hate Crimes (by prejudices)															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Arrests/Referrals – Select Offenses															
	Arrest	Referral	Arrest	Referral	Arrest	Referral	Arrest	Arrest	Arrest	Arrest	Arrest	Arrest	Arrest Totals	Arrest Totals	Arrest Totals
Liquor Law Violations	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	2	1	0	2	1
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

This chart includes offenses that are reported to local law enforcement agencies and to any official of the University who has significant responsibilities for student and campus activities.



The University of South Florida has established standards of conduct concerning the possession, sale, serving and consumption of alcoholic beverages and drugs on the University of South Florida campus. These policies and rules reflect a concern for the health and safety of the campus community and apply to University faculty, students, staff, visitors and guests.

- First-year students: The first 6 weeks of enrollment are critical to first-year student success. Because many students initiate heavy drinking during these early days of college, the potential exists for excessive alcohol consumption to interfere with successful adaptation to campus life. The transition to college is often so difficult to negotiate that about one-third of first-year students fail to enroll for their second year.

- State of Florida statutes dictate that it is unlawful for a person under 21 years of age to possess or consume alcoholic beverages. Consequently, anyone under the legal drinking age may not consume, distribute or possess alcohol on University properties or as part of any University Activity.

It is unlawful to sell, give, serve or permit alcoholic beverages to be served to anyone under 21 years of age.

Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provided alcoholic beverages.

- It is unlawful to be under the influence of, use, possess, distribute, sell or agree to sell, or represent to sell narcotics, hallucinogens, dangerous drugs, or controlled substances, except as where permitted by prescriptions or law.

- Violations of these laws are dealt with in both criminal prosecution and with administrative sanctions, including permanent expulsion from the University of South Florida.

(Note: The Student Handbook should be consulted for further information.)

PROTECT YOURSELF

BIKE SAFELY

Wear a Helmet - Nearly 75% of all bicycle-related deaths are the result of head injuries. Children under age 16 are required to wear helmets.

Make Yourself Visible – Night Riding - Nearly 60% of all adult fatal bicycle accidents in Florida occur during twilight and nighttime hours even though only 3% of bicycle usage takes place during that time period. While riding between sunset and sunrise the law requires the use of a lamp on the front of the bicycle exhibiting a white light visible from a distance of 500 ft. and a lamp on the rear exhibiting a red light visible from a distance of 600 ft. to the rear.

Observe Traffic Laws, Signs and Signals - In the state of Florida, the bicycle is legally defined as a vehicle. Bicyclists have the same rights and duties on the roadway, and must obey the same traffic laws, as an operator of any other vehicle.

Bicycle laws you may not have known:

- ◆ No bicycle may be used to carry more than one person at a time than the number for which the bicycle is designed or equipped.
- ◆ Any person operating a bicycle shall keep at least one hand upon the handlebars.
- ◆ No person shall operate a bicycle while wearing a headset or other listening device, other than a hearing aid.

Please Bike Safely:

- ◆ While biking at USF, play it safe.
- ◆ USF sees a higher percentage of crashes at the beginning of semesters.
- ◆ Most of USF's crashes occur between noon and 6:00 p.m.
- ◆ Over 50% of USF bike crashes were during transition from sidewalk to crosswalk.
- ◆ You must not jet out into traffic.
- ◆ Never ride against traffic.
- ◆ Bicyclists who ride against traffic on the wrong side of the road remove themselves from the normal scanning patterns of other vehicle operators.
- ◆ Bicyclists are found at fault in half of crashes at USF.
- ◆ 70% of the time bicyclists require medical assistance.

Prohibited areas include:

- ◆ Any area within 6 feet in front and to the side of any entrance to or exit from a building.
- ◆ Within any sidewalk, access or egress ramp, steps or stairs and corridors.
- ◆ In motor vehicle parking spaces.
- ◆ Bicycles attached to handrails on handicap access ramps will be impounded, as well as those parked as to present a hazard to general pedestrian traffic. Owners will be fined upon reclaiming impounded bicycles.

BE AWARE

When jogging be aware of people around you, and

- ◆ Try to avoid running alone, even in daylight.
- ◆ Stay on well-lighted paths in open areas. Vary your route.
- ◆ Be suspicious of people who pass many times. Don't wear earphones.

When you are in your car...

- ◆ Park in a well-lighted area at night. Pay for parking. Check the street before leaving the car.
- ◆ Walk to your car with keys ready.
- ◆ Check the back seat before entering. Someone could be hiding there.
- ◆ While driving, keep the doors locked so no one can jump in at a red light.
- ◆ Keep enough gas in your tank for emergencies.
- ◆ If you are followed by another car, drive to a police station or business with lights and people. Do not go home with someone following you.
- ◆ If your car breaks down, lift the hood put on the flashers and wait inside for help with the doors locked.
- ◆ Ask people who stop to call the police or AAA. Keep an envelope with change and phone numbers to call and slip it through a partially opened window to someone wanting to help.

When you are in an elevator...

- ◆ Trust your intuition. If you feel uncomfortable, you do not have to get on or may get off.
- ◆ Stand near the controls. If necessary, you can press all the buttons or use the emergency alarm.

* THEFT TIPS

Theft is the biggest crime problem facing the university community. Most thefts can be prevented or made more difficult if attention is paid to the following:

- Be certain that all doors are not a thief's best friend. Even if you are going out for only a few minutes ... **Lock Your Door!**
- At night – all office equipment – both personal and the University's should be placed in a locked desk or cabinet whenever possible. Items such as typewriters and computers should be bolted to desks. Money and stamps should be stored in a locked cash box which is kept inside a locked cabinet or desk.
- Each office should have an inventory of both the University's and personal effects that are kept on the premises. Serial numbers and USF I.D. numbers should be recorded because they make recovery and identification of stolen items easier. An up-to-date record of all equipment out on repair, out on loan, or replaced should be kept.
- When in libraries or other public places (dining halls, University Center and the like), backpacks, books, purses and wallets should not be left unattended, even for a few minutes. In the time it takes to get a book or a meal, a purse or wallet can be stolen easily. Faculty and staff members should lock purses and other valuables in their desks. Valuable items should never be left out in the open.

TEXTBOOK RECOVERY

- In addition to writing your name in your textbook, pick a special page and

write your driver's license number in the margin. Do this with every book you own. Report stolen books to the University Police immediately. Then notify the Book Buyback areas. As a result, you have a good chance of getting your books back and a book thief will be identified and apprehended.

BICYCLE RECOVERY

- The more expensive and attractive your bicycle is, the more likely it is to be stolen. A mechanically sound, generic appearing bicycle is a less likely target.
- Lock your bike.
- The best protection for your bike is to secure it properly with a hardened steel "U-shaped lock".
- If your bike is missing call the University Police immediately.



- To assist in the recovery, you should record the serial number and keep it in your wallet, engrave your driver's license number on the frame and register your bike with Parking Services.
- The USFPD Crime Prevention Unit will gladly assist with engraving your bike, choosing the right lock and registering your bike. All of these services are **FREE**. For an appointment call, **974-2771**.

ROAD SAFETY

We need your help!

A majority of the crashes on roads are caused by driver error. Below, you will find some useful tips that can help make your trip pleasant and safe. Please observe these traffic tips and help us prevent crashes.

Please Drive Safely...

- Always use your seat belt, make sure everyone else is buckled up.
- Don't drink and drive.
- Designate a driver.
- Drive defensively.
- Avoid rear-end collisions.
- Check brake lights often, signal before turning or changing lanes.
- Follow at a safe distance.

Please Walk Safely...

- Cross streets at crosswalks.
- Walk on sidewalks.
- If there are no sidewalks, walk on shoulder facing traffic.
- Watch out for all moving vehicles.
- See and Be Seen.



R.A.D.: Basic Physical Defense

What is R.A.D.? The **Rape Aggression Defense System** is a program of realistic self-defense tactics and techniques. It is a comprehensive course for women that begins with awareness, prevention, risk reduction and avoidance while progressing to the basics of hands-on defense training. ***R.A.D. is not a martial arts program.*** Members of the University Police Department are currently teaching the RAD System of Physical Defense at the University of South Florida.

The RAD System is dedicated to teaching women defensive concepts and techniques against various types of assault by utilizing easy, effective and proven self-defense tactics. Our



RAD Objectives

“To develop and enhance the options of self-defense, so they may become viable considerations to the woman who is attacked.”

system of realistic defense will provide a woman with the knowledge to make an educated decision about resistance.

Safety and survival in today’s world require a definite course of action. We provide effective options by teaching women to take an active role in their own self-defense and psychological well-being.

***USFPD offers RAD as a 14-hour basic self-defense course or as a 2-hour credited semester course through the Physical Education Department at USF. For information and class registration, contact Judy Fowler: **974-2156** or **Jfowler@admin.usf.edu**.

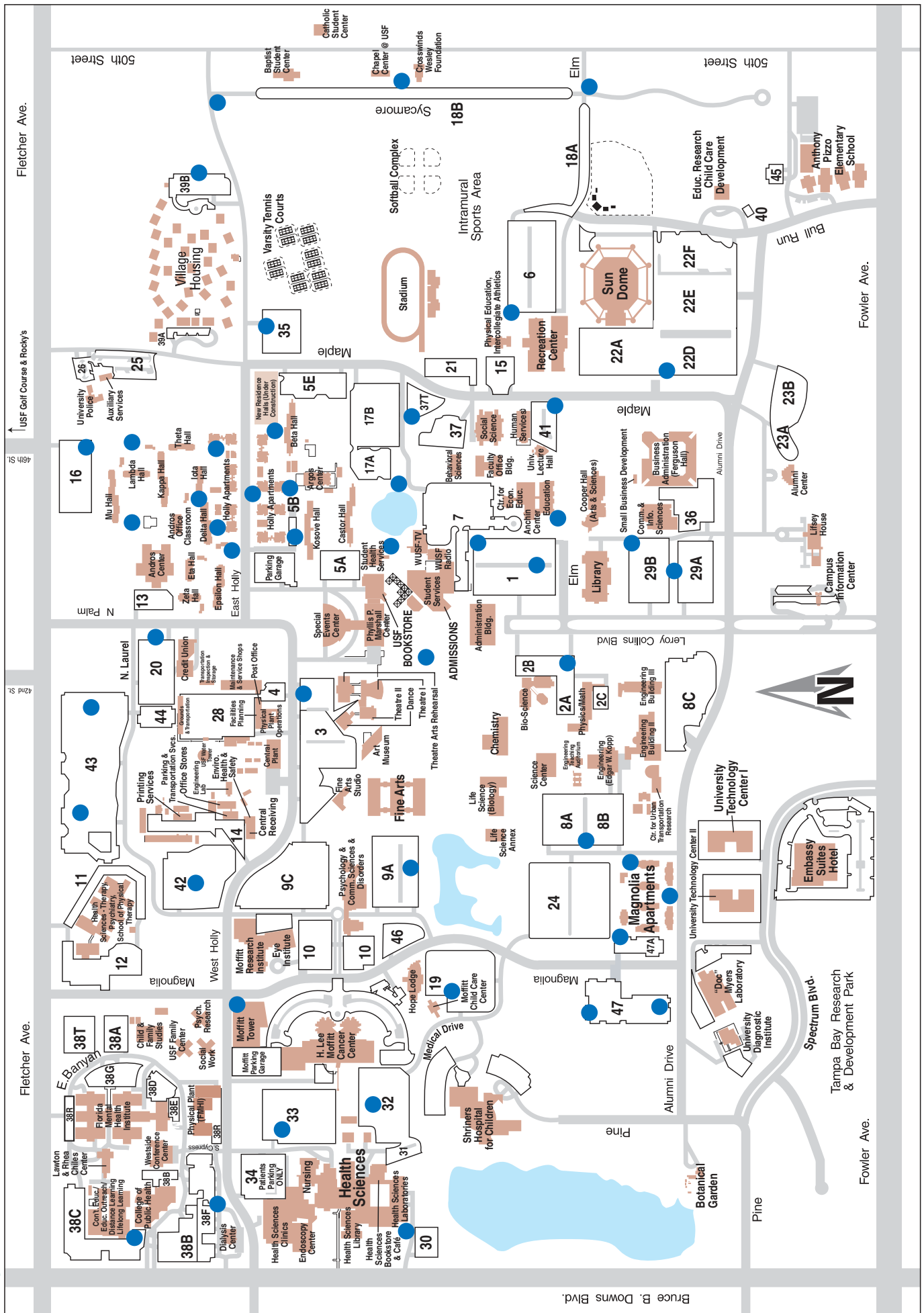
AGGRESSION RESOURCE NETWORK

The Aggression Resource Network is a team of professionals at the University of South Florida whose purpose is prevention and minimizing aggression. Recognizing early warning signs is critical. Educational programs and services are available through the program.

Community leaders have a responsibility to assist our citizens in times of crisis. The Aggression Resource Network takes a proactive approach in addressing potentially disruptive

or violent behavior occurring in the university setting. It is a one-stop resource for getting timely assistance when needed in these situations. Should you feel the need for assistance with a disruptive or threatening interpersonal situation, you may contact any of the network members. The goal of the Network is to offer an immediate response to your needs to facilitate a smooth transition back to normal academic or business functions.

Information about the Aggression Resource Network can be obtained by contacting the University Police, The Counseling Center for Human Development, The Employee Assistance Program, Human Resources, International Student and Scholar Services, Student Judicial Services/Student Affairs or the Victims’ Advocacy Program. Additional information can be found on the USF Police Department’s website: <http://upolice.up.usf.edu>





SAFE TEAM

The SAFE Team is an on-campus escort program that provides members of the USF community a safer option for getting to their car or residence hall after class or heading to or from the library to study. SAFE Team patrols the campus at night and provides assistance to students in a variety of ways. SAFE Team's first priority is to reduce students' risk when they are most vulnerable—while walking by themselves or waiting for someone to pick them up. The SAFE Team (in one of their golf carts) can provide a safe escort for these students. In addition, as SAFE Team patrols the campus, their presence deters criminals from having an opportunity to commit a crime without being observed. All suspicious activities are reported to the University Police. Finally, SAFE Team creates awareness around campus about how to avoid violent crimes and ensures your personal safety while on-campus through programs and showcases. If you feel uncomfortable walking alone at night while on campus call **974-SAFE** for a safe escort to your destination. SAFE Team Staff plays a vital role in USF Tampa Campus' distinction as one of the safest college campus in the entire State of Florida.



University Police Department
 4202 E. Fowler Avenue, UPB002
 Tampa, FL 33620

Ride the USF Shuttle!

The USF Bull Runner Shuttle System, offered by the USF Parking and Transportation Services Department, provides service to the Tampa Campus as well as to designated off-campus locations. All USF students, faculty, staff members and visitors can ride the shuttle fare-free. (For security reasons, riders must show their USF I.D. Card to the driver when boarding.) The shuttle system provides an air-conditioned ride to anywhere on campus. (Look for the many designated shuttle stop signs and/or covered shelters both on and off campus.) Operating hours are Monday through Thursday from 7:00 am until 9:30 pm and Friday from 7:00 am until 5:30 pm, with shuttles running continuously. Shuttles are ADA-compliant, and are equipped with bike racks.

The Mall Express offers continuous

service to the University Mall as well as the University Transit Center (UATC) on Monday through Thursday from 7:00 am until 9:00 pm and 7:00 am to 5:00 pm on Friday. The Mall Express stops at the (UMT) classes being offered at the Mall Theatres as well as at Dillard's. At the UATC, shuttle riders can transfer to a Hartline bus, the city of Tampa's mass transit system.

A complete set of transportation rules, regulations, shuttle route maps and hours of operation can be obtained by calling **974-3990**, by visiting the USF Parking and Transportation Services building located on the corner of Maple and Fletcher Avenue or at their website: http://usfweb.usf.edu.parking_services/



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