
For all UCSF Campus Locations: Parnassus, Mission Bay and Mount Zion

Contains crime statistics for 2011-2013 calendar years

CRIME PREVENTION AND SAFETY TIPS

Issued: OCTOBER 2014
UCSF Police Chief Pamela E. Roskowski, serves as the Clery Act Compliance Officer for the UCSF campus. She is responsible for overseeing that the UCSF campus is in compliance with the Jeanne Clery Act. Chief Roskowski identifies all Campus Security Authorities (CSAs) whose function is to report to the UC Police Department those allegations of Clery Act crimes that he or she concludes are made in good faith. Chief Roskowski oversees the collection of crime reports for inclusion in the Annual Security Report which is made available to the campus community, including all prospective students and employees. As Clery Act Compliance Officer, she also serves as the spokesperson for the campus in interactions with the Department of Education on matters related to the Clery Act.

The UCSC Annual Security Report, produced in compliance with the Jeanne Clery Act, is the University of California San Francisco’s annual security report which includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings owned or controlled by the University; and on public property within, or immediately adjacent to and accessible from the campus.

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: the UCSF Police Department, the San Francisco Police Department, the Fresno Police Department and non-police officials CSAs (as defined below). For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made on an annual basis to all Campus Security Authorities (as defined by federal law). This report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, timely warning of crimes, sexual assault and other matters.

**Acknowledgements**

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For more information, please visit our website at www.police.ucsf.edu
OVERVIEW

The University of California, San Francisco (UCSF) is a health science campus with four professional schools (Dentistry, Pharmacy, Nursing, and Medicine) and a Graduate Division located on campus sites throughout the City and County of San Francisco. The University is an institution whose mission is teaching, research, patient care and public service to all members of the community. The University has a workforce in excess of 22,000 and a student population of approximately 4,800.

The campus shares many of the same interests and complex problems associated with any major modern urban community—including crime. The University is not isolated from this issue. Crime is a national concern that affects all facets of the campus population. Therefore, we urge you to be alert and aware of your surroundings and to exercise common-sense safety precautions.

This publication was produced in compliance with the Jeanne Clery Act, which requires colleges and universities receiving federal funding to disclose reported instances of criminal activity on their campuses. Also included is information about UCSF’s campus security policies and steps you can take to maximize your personal safety. This publication and additional safety information can be found on our website at: www.police.ucsf.edu.
The UCSF Police Department serves the University community by helping to protect it against crime. The UCSF PD endeavors to be known for its community service orientation, effectiveness at preventing crime through campus community involvement, and for providing a safe living and working environment for the promotion of education, research and public service. The Department has three service locations: Parnassus Campus, 654 Minnesota Street and Mission Center Building.

The emergency UCSF Police Department number is **9+911** when dialing from an on-campus landline, and **(415) 476-911** when dialing from a cell phone. The non-emergency number is **(415) 476-1414**.

For more information on UCSFPD, please go to our website at: [http://police.ucsf.edu](http://police.ucsf.edu).

**VISION STATEMENT**

We strive to provide a crime free and safe environment through strategic policing, integrity, respect and strong community partnerships. We willingly accept this responsibility and hold ourselves accountable for its accomplishment.

**MISSION STATEMENT**

Our mission is to enhance the safety and quality of life at UCSF by working in partnership with the community to promote public safety and crime prevention through education and enforcement; to maintain public order while preserving the legal rights of all individuals; to provide effective, efficient and courteous service; and to reduce the impact of crime. This mission is accomplished through effective:

- Crime prevention and suppression
- Infrastructure protection
- Traffic safety
- Victim support and assistance
- Emergency preparedness
DEPARTMENT SERVICES AND ORGANIZATION

The UCSFPD is vested with the authority and responsibility to enforce all applicable local, state, and federal laws. Officers have the authority and duty to conduct criminal investigations, arrest violators and suppress campus crime. UCSFPD officers are duly sworn peace officers under California Penal Code Section 830.2(b), authorized to carry firearms and have the same authority as municipal police officers to use police powers of arrest. UCSFPD has primary jurisdiction on all UCSF owned and operated properties and concurrent jurisdiction with local agencies in adjacent areas. UCSFPD provides law enforcement services 24 hours a day, 365 days a year.

UCSFPD officers are graduates of California Peace Officers Standards and Training (POST) certified training academies and continually undergo training to maintain their state certification and professional skills.

UCSFPD maintains professional working relationships with the San Francisco Police Department. UCSFPD maintains a Memorandum of Understanding (MOU) with SFPD pertaining to the investigation of alleged criminal incidents. UCSFPD also maintains MOUs with South San Francisco PD and Daly City PD.

The UCSFPD earned professional accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA) in 1997 and was reaccredited in 2002, 2008, 2011 and 2014. Accredited police departments must conform to CALEA standards governing policy and procedures, management, training, operations and support services.

Field Services Division

The Field Services Division consists of Uniformed Patrol Services and is the primary instrument through which the police mission is accomplished. Field services are provided 24 hours a day, every day. Uniformed Police Officers are assigned roving vehicular, bicycle and foot patrols of UCSF areas to maintain high-profile, pro-active preventative public safety services. Their mission is to help ensure a safe and secure environment for the campus community and visitors at all campus sites.

Investigative Services

Investigative Services conducts investigations on all reported major crimes. They also maintain investigative liaisons with other law enforcement agencies and develop crime analysis information to assist in effective patrol operations and to better inform the community of crime matters. Investigative Services manages a myriad of criminal cases each year ranging from sexual assault, robbery, assault, embezzlement, burglary, identity theft, and fraud.

Technical Services Division

The Technical Services Division consists of Security Services, WelID Services, the Crime Prevention Unit, and Property & Evidence.
Security Services provides on-site security protection services at designated University locations, manages the WeID Access Control Program, conducts security surveys and new development plan reviews, coordinates approval of new security devices with the Capital Programs and Facilities Management organizations, manages the LiveScan Fingerprinting and Security Clearance process, and troubleshoots security issues on behalf of the UCSF enterprise. In addition to screening visitors and monitoring a video camera system, Security Officers provide safety escorts to members of the University community at Mission Bay, Laurel Heights, Parnassus, Mt. Zion and Mission Center. The service is available 24 hours-a-day, 7 days-a-week.

In January, 2004, Security Operations implemented the UCSF “WE ID” program which includes ID cards and establishing the electronic access control system for the University. Also in 2004, Security Services began conducting Live Scan, criminal records checks. This program requires that University staff who handle money, have professional licenses, or perform critical duties submit their fingerprints at either of two service locations. The fingerprints are submitted electronically to the California Department of Justice and the FBI for comparison with national arrest records.

The Crime Prevention Unit develops, promotes and maintains safety awareness and outreach programs for the UCSF community. Presentations and special workshops are scheduled throughout the year and include new student orientations, new employee orientations, personal safety seminars, and workplace violence and sexual assault prevention. In order to achieve the Department’s mission, it is important that all persons share in the responsibility for reporting suspicious activity and safeguarding life and property. This Unit is also responsible for the dissemination of Timely Warnings “Crime Alerts.” (See page 11 for details.)

**Professional Standards Division**

The Professional Standards Division is responsible for the developing and regulating the policies and procedures implemented by the Police Department and the 911 Emergency Communications Center (ECC). This includes conducting research, sworn and dispatcher training and recruitment, internal affairs investigations, and background investigations. This Division also maintains compliance with all applicable standards for the Department’s accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA) and other functions assigned by the Chief of Police.

The 911 Emergency Communications Center (ECC) plays a vital role in providing quality services to the Campus and law enforcement affiliates in the community and provides a full range of services including dispatching police, answering 911 calls originating from UCSF facilities, monitoring fire and intrusion alarms. The ECC is the focal point of all police field communication and links the University with other emergency public agencies.

**Homeland Security and Emergency Management Division**

The Homeland Security and Emergency Management Division is responsible for implementing advanced emergency preparedness protocols in support of UCSF’s Emergency Response Management Plan (ERMP), coordinating UCSF’s Emergency
Operations Centers (EOC), all hazards emergency management and training, Homeland Security risk assessment, mitigation planning and business resumption planning.
**Additional Safety Services**

**INTERCOMS AND PANIC BUTTONS**

The University has installed emergency intercoms and panic buttons throughout the Parnassus, Laurel Heights and Mission Bay parking structures and in open parking lots. Upon receipt of any call for assistance, police officers are dispatched immediately to the incident location.

**TIMELY WARNING NOTICES AND POLICY**

UCSF will issue a Timely Warning Notice (Crime Alert) if deemed necessary in the event of a crime that poses an ongoing or serious threat to members of the University community. Crime Alerts are typically issued for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications: major incidents of arson, aggravated assault, murder/non-negligent manslaughter, robbery, and sex offenses. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other UCSF community members and a crime alert would not be distributed. In cases involving sexual assault, they are often reported long after the incident occurs, thus there is no ability to distribute a “timely” warning notice to the community. If there is a pattern of crime in the categories of burglary or motor vehicle theft, a crime alert would typically be distributed.

The Investigations Lieutenant or designee reviews all reports to determine if there is an on-going threat to the community and if the distribution of a Timely Warning Notice is warranted. Crime Alerts may also be posted for other crime classifications and locations, as deemed necessary.

**Timely Warning Notices are written and distributed by UCSFPD.**

As noted, such reports shall be provided to the UCSF community in a manner that is timely and may aid in the prevention of similar occurrences. Timely warnings (called Crime Alerts at UCSF) are disseminated to students, faculty, and employees through the all-University Administrative Listservs and are also posted on the University Police website.

Depending on the particular circumstances of the crime, the UCSF Police Department may also post a crime alert via the campus-wide electronic bulletin, *UCSF Today*, to provide the University community with additional timely information. The electronic bulletin is immediately accessible via computer by all faculty, employees and students.

Anyone with information warranting a timely warning should report the circumstances to UCSFPD by phone, (415) 476-1414, or at the dispatch center within 654 Minnesota Street, San Francisco, CA 94143-0238.
IMMEDIATE NOTIFICATIONS – IMMINENT THREAT TO LIFE/SAFETY

WarnMe

The WarnMe Mass Notification System may be used to communicate official information during an emergency or crisis situation that disrupts normal University operations or threatens the immediate health or safety of the University community.

WarnMe is a multi-modal emergency notification system used to inform the community about incidents and emergencies affecting the University. Systems include:

- **Email Messaging** - Current students, faculty, and staff are automatically registered to receive notifications on their UCSF email account and cannot opt-out of this type of notification. Anyone with an active UCSF ID can opt-in to receive emails on other personal email accounts.

- **Text Messaging** - An opt-in notification where a text message can be received on mobile phones and other ‘smart’ devices. UCSF does not charge for this service; however, SMS carriers may have standard text messaging charges.

- **Voice Message** - An opt-in notification where a voice message can be received by mobile, home or work phone. Officially assigned UCSF phone numbers are automatically included, and cannot opt out of the system.

UCSFPD receives information from various offices/departments on campus and outside agencies, to immediately notify the UCSF community that a dangerous situation or emergency exists:

- Involving an immediate threat to the health or safety of students or staff on campus;
- And when immediate action is required by the recipient.

UCSFPD will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities and first responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Follow up information pertaining to a significant emergency or dangerous situation on campus will be sent using some or all of the systems listed above, as deemed appropriate.

**Registering Personal Devices/Contact Information** - Current students, faculty, and staff:

To opt-in to receive emergency text, email and voice messages via personal contact information/devices, visit [http://warnme.ucsf.edu/](http://warnme.ucsf.edu/). You must have an official UCSF employee or student ID to register.
Members of the Larger Community:

UCSF Public Information Office (PIO) has primary responsibility for working with the press and media. The PIO is responsible for determining the publicity value of a story in addition to the method, time and sources of dissemination of stories. The Chief of Police or a designee works with the news office in preparing and releasing factual information on major crimes, Department issues or other newsworthy events, per the UCSF Crisis Communications Plan.

The PIO shall be notified by UCSFPD of all major incidents such as arson, explosions or civil disturbance which should be brought to their attention. For less serious situations, the Chief of Police or a designee shall decide whether the circumstances warrant contacting news services. UCSF maintains a 24-hour hotline in order to initiate immediate notification, and accessible to both UCSFPD and the PIO. Appropriate factual information, news briefings and “News Releases” will be planned cooperatively between UCSFPD and the PIO, following the protocols within the UCSF Crisis Communications Plan.

The systems below are available to members of the larger community who are interested in receiving notification information regarding emergencies on Campus.

- **Electronic Display Boards** – Emergency alert beacons and marqueses directly linked to the WarnMe system are located throughout University public spaces and are activated as deemed appropriate by UCSFPD.

**DAILY CRIME LOG**

The purpose of the Daily Crime Log is to record all criminal incidents and alleged criminal incidents that are reported to the UCSF Police Department.

The log is designed to disclose crime information on a timelier basis than the annual statistical disclosures. A crime is entered into the log within two business days of when it is reported to UCSFPD. This includes crimes that are reported directly to UCSFPD, as well as crimes that are initially reported to another law enforcement agency who subsequently reports them to UCSFPD.


The Daily Crime Log is also available at the UCSFPD main location at 654 Minnesota Street, San Francisco, CA 94143-0238, or by calling (415) 502-9396.

The Daily Crime Log can be accessed at any public computer with Internet access throughout UCSF, including the libraries at Parnassus and Mission Bay, along with other publicly available computers.
REPORTING INCIDENTS OF CRIME

If you are the victim or witness to a crime, you have the responsibility to report it immediately to the police. UCSF community members are encouraged to accurately and promptly report all crimes or any suspicious activity to the UCSF Police Department, when the victim of a crime elects or is unable to make such a report. Students and employees who report crimes to UCSFPD may aid in averting crimes and in the apprehension of suspects, as well as allowing UCSFPD to initiate a Timely Warning notice and to include the information in the annual statistics disclosure. Most importantly, prompt reporting will assist the Police Department to maintain a safe and secure campus environment for all of us. Crimes reported to UCSFPD and Campus Security Authorities, as defined on pages 50-52, will be reported in the annual statistical disclosure.

How to Report a Crime

Whenever possible, the actual victim or witness should contact the UCSFPD directly. First-hand information is always more accurate and complete. In an emergency dial 9+911 from any campus phone or 476-6911 from a non-campus phone. In a non-emergency dial 476-1414.

What to Say…

*When calling to report a crime or incident, please be ready to give information such as:*

- Your name, your location, the phone number you are calling from
- A brief description of what occurred
- Where and when did the incident occur?
- How many suspects are involved?
- Did the suspect(s) have a weapon? If so, what type of weapon?
- Where and when was the suspect(s) last seen?
- What did the suspect(s) look like (gender, race, age, height, weight, hair color/length, clothing, facial hair, tattoos/scars)
- Where the police should go to meet you or to respond to this incident?
- Be sure to include any other relevant information (i.e. description of getaway car, distinct body odor, etc.)
- Speech issues (accent, dialect)
- Background noises

How to Report a Crime Online

If you wish to report an incident of receiving annoying phone calls, petty theft, vandalism or lost property, this can be done online at: [http://police.ucsf.edu/report-crime](http://police.ucsf.edu/report-crime)
Reporting an Emergency

For reporting all emergencies related to police, fire, chemical spills or medical assistance, dial 9+911 from any campus telephone or dial (415) 476-6911 from a cell phone to contact the UCSF Police Department. When 9+911 is dialed, the public safety dispatcher receives information on a computer screen identifying the location where the call originated. When dialing the cell phone number, you will have to provide the dispatcher with the location.

If contacting the SFPD for emergencies, dial 911 or if using a cell phone, dial (415) 553-8090.

To file a police report in person, you may go to the main UCSFPD administrative office at 654 Minnesota Street, Room 180.

Reporting a Non-Emergency

For non-emergency assistance or for general inquiries, please dial (415) 476-1414 if dialing from a cell phone or 6-1414 if dialing from a landline on campus.

Note: While we encourage everyone to report crime directly to the police department, the Campus Security Authorities, listed on pages 50-52 of this report, may also provide assistance with reporting.

Response to Reports of Crime

Dispatchers are available at the telephone numbers listed above 24 hours a day to answer your calls. In response to a call, UCSFPD will take the required action, either dispatching an officer or asking the victim to report to UCSFPD to file an incident report. All reported crimes will be investigated by UCSFPD and will become a matter of public record. If assistance is required from the local Police Department or the local Fire Department, UCSFPD will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including UCSFPD, will offer the victim a wide variety of services.

Confidential Reporting Procedures

All incidents reported to the police department are considered confidential except information that is required by law to be released. For cases involving sexual assault and with your permission, UCSFPD can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others.

With such information, UCSFPD can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the University community to potential danger. Reports filed in this manner are counted and
disclosed in the annual crimes statistics for the institution.

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report to one of the designated campus security authorities. At a minimum, crime victims will receive valuable counseling and referral information.

Although UCSF pastoral and professional counselors are exempt from reporting requirements, they are encouraged, if and when they deem appropriate, to tell their clients about confidential reporting procedures. Confidential reports/anonymous reports are extremely valuable in order to prevent further victimizations and to obtain a more accurate portrait of UCSF campus crime.

The Faculty Staff Assistance Program (FSAP) provides confidential counseling for faculty and staff as well as support for victims; assisting them as necessary regardless of whether a police report has been made. Students may also obtain similar services at Student Health Services.
EMERGENCY RESPONSE & EVACUATION PROCEDURES

Disasters or emergencies can happen suddenly, interrupting normal operations and overwhelming typical response scenarios. UCSF has an Emergency Response Management Plan (ERMP) to address these crisis situations. The ERMP outlines the immediate actions and operations required for a major disaster or emergency in which special measures must be taken to save and protect the lives of students, patients, employees and the public; provide essential services; and manage UCSF resources effectively during the emergency response.

The ERMP provides the management structure, key responsibilities, emergency assignments and general procedures to follow during an emergency.

Emergency Response Management Plan table of contents and PDFs

In conjunction with other agencies, the University conducts numerous emergency response exercises each year, including table top and field exercises. Monthly testing of the Mass Notification System, WarnMe, is also conducted. These tests are designed to assess and evaluate the emergency response plans and capabilities of the institution. These tests may be announced or unannounced. UCSFPD Officers have received training in Incident Command System (ICS), National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS). General information about emergency response and evacuation procedures is publicized each year as part of the University’s Clery Act compliance efforts and is available on the UCSFPD Emergency Management webpage under the “Preparing for Disasters” section.

Evacuation Procedures for UCSF

General Evacuation Guidelines

- DO NOT use elevators, unless authorized to do so by police or fire personnel. If the situation is life threatening, call 9-911 from a campus telephone, 476-6911 from a cell phone, or 911 from a non-campus or pay phone.
- All emergency exit stairwells are fire rated and resistant to fire and smoke for approximately two hours. These are the safest areas during an emergency evacuation.
- Any University organization can request Campus Emergency Procedures (yellow flip chart) from UCSFPD, Emergency Management division, to post in their department or work area. These procedures extensively outline actions to take in an emergency situation, including evacuation routes and procedures, medical emergency basics and contact information relating to disaster and emergency scenario resources.

For People with Disabilities Requiring Reasonable Accommodation
The following general guidelines have been adopted by UCSF to assist departments in planning for the evacuation of people with disabilities that might require special assistance.

- Department Emergency Coordinators should request persons who feel they may need special assistance during an evacuation to **self-identify** and notify appropriate departmental personnel, who will document the person in the Emergency Action Plan (EAP).
- Departments will annually update their work site Emergency Action Plan (EAP) to reflect the number of self-identified persons with disabilities that might require special assistance during an evacuation, and the location where they typically work.
- The Department Emergency Coordinator will work with members of the department to develop a workable evacuation plan that will meet the needs of those who might require accommodation during an evacuation.
- The evacuation plan will identify the location of rescue assistance areas in the building (see “Guidelines” below), where people unable to exit because of stairs, may await evacuation assistance from emergency personnel.
- It is recommended that each department establish a buddy system in which volunteers and volunteer alternates are recruited and paired with persons with self-identified disabilities having special evacuation needs. It is the responsibility of the Department Emergency Coordinator to identify those volunteer “buddies” in the work site Emergency Action Plan.
- Volunteer “buddies” and their alternates should become familiar with the special evacuation needs of their special needs “buddies”, and the plan for alerting and assisting them, if an evacuation is ordered.
- The volunteer “buddy” should immediately notify the police or fire personnel of their special needs “buddy’s” location. This information will be used to assist emergency response personnel in locating and assisting disabled personnel following an emergency.
- **Notify police or fire personnel immediately about any people remaining in the building, and their locations.** Police or fire personnel will decide whether the location is safe, and will evacuate when necessary or if possible.
- In the event the disabled individual cannot or refuses to be evacuated and is moved to a safer area, the Buddy and disabled individual should assure communications can be maintained with the disabled individual during the emergency:
  - Exchange cell phone numbers and program into address-book before an emergency. Test to make sure they will connect (communicate) between the Emergency Evacuation Area (EAA) and stairwell.
  - Provide the Buddy and disabled individual with hand-held 2-way radios. Test and make sure they will connect (communicate) between the EAA and stairwell.
  - Buddy to provide cell phone or radio channel of the disabled individual
to the Emergency Coordinator.
  o Check in with the individual every 30 minutes until rescued.

- If people are in immediate danger and cannot be moved to a safer area to
  wait for assistance, **and an evacuation chair is not available**, it may be
  necessary to evacuate them using a two person fireman’s carry technique.
  DO NOT evacuate disabled persons in their wheelchair. This is standard
  practice to ensure the safety of disabled people and volunteers. **Attempt a
  rescue evacuation ONLY if you have rescue training or the person is in
  immediate danger and cannot wait for professional assistance.**
  **Consider your options and the risks of injuring yourself and others in
  an evacuation attempt. Do not make an emergency situation worse.**

**For Mobility Impairments**

- Persons who self-identify as mobility impaired for the EAP and for whom
  Buddies have been assigned, should be offered the option to have an
  evacuation chair installed in the nearest fire exit stairwell with training in its
  use and operation for the disabled individual and Buddies for emergency
  evacuation. (Refer to “Evacuation Chair Use Agreement” and “Evacuation
  Chair Training Agreement”).
- Planning and fire drill training for persons who self-identify as mobility
  impaired for the EAP and for whom Buddies have been assigned, but
  declines to have an evacuation chair and training provided, shall include
  evacuation to a fire exit stairwell (if not working on a ground floor) to await
  evacuation by emergency responders (Fire, EMS, Police).
- If you are assisting a non-ambulatory person, be aware that some people
  have minimal ability to move, and lifting them may be dangerous to their well-
  being. Non-ambulatory persons needs and preferences vary. Always ASK
  someone with a disability how you can help BEFORE attempting any rescue
  technique or giving assistance. Ask how the person can best be assisted or
  moved, and whether there are any special considerations or items that need
  to come with the person.

**For the Deaf and Hearing Impaired**

- Deaf and hearing-impaired persons may not hear audible fire alarms. Visual
  aids are part of current fire alarm systems.
- If necessary, offer alternative visual instructions to advise of the safest route
  or direction by pointing toward exits or evacuation maps.
- Refer to the website [http://access.ucsf.edu/](http://access.ucsf.edu/) for information on UCSF
  building accessible attributes (TDD-text telephones, automatic doors, ramps,
  accessible restrooms, parking, etc.).
When Not to Evacuate (Shelter-In-Place)

- WarnMe, UCSF’s Mass Notification System will be activated with instructions to shelter-in-place to all UCSF email accounts, and any self-registered mobile devices, (registered at www.warnme.ucsf.edu) if deemed appropriate by UCSF PD.
- Outdoor warning sirens or horns maintained by the City and County of San Francisco may be activated (San Francisco tests the system and can be heard every Tuesday at Noon).

Summary

- Know your department staff. Encourage individuals with disabilities to self-identify with the EAP Emergency Coordinator for emergency planning purposes.
- Refer to the Campus Emergency Procedures (yellow flip chart) as a University-wide guideline.
- Prepare an evacuation plan for all staff, students, patients, and visitors. Plan for what you would do, who may need assistance, use of evacuation chairs if indicated, and where you should go to wait for assistance. Include this information in the respective departmental Emergency Action Plan.
Access and Security of Campus Facilities

During normal business hours the administrative and academic facilities at UCSF are open and accessible to students, staff, faculty and visitors of the University. After normal business hours and during breaks these facilities are locked and only accessible to authorized individuals. UCSFPD conducts routine security and safety patrols of the academic and administrative buildings to monitor conditions and report any unusual circumstances.

Residential facilities are only accessible to building residents and their authorized guests and visitors. Residents should avoid permitting unknown individuals access to the residential buildings. Housing staff and UCSFPD monitor security in the residential facilities and encourage building residents to report suspicious or unusual activity.

Security Considerations Used in the Maintenance of Campus Facilities

UCSF maintains campus facilities in a manner that minimizes hazardous and unsafe conditions. Parking lots and pathways are illuminated with lighting. UCSFPD works closely with Facilities Services to address burned out lights promptly as well as malfunctioning door locks or other physical conditions that may deter security. Facilities Services is notified by UCSFPD of all incidents of property damage that occur at UCSF locations.
As a public university, UCSF is uniquely challenged to strengthen our safety and security while also preserving the openness and public accessibility that we so highly value. While there are no failsafe solutions to preventing crime, we have measures in place to enhance our community’s safety.

These measures include:

- Threat Management Team — UCSF maintains a work place violence early warning system that provides for a multi-disciplinary approach to evaluating and mitigating potential work place violence situations.

- Campus Police and Security Staff — The UCSF Police Department consists of 130 plus authorized staff, including 56 sworn police officers, dedicated to crime suppression and prevention. The Police Department provides 24-hour service every day to UCSF sites in San Francisco County. The department closely coordinates mutual-aid resources with neighboring police jurisdictions and other UC campuses. Additionally, the UCSF Medical Center maintains a staff of approximately 44 security guards and closely coordinates with the Police Department.

- 911 Emergency Communications Center — The UCSF Police Department operates a state-of-the-art 911 Emergency Communications Center (ECC) that operates 24/7 to answer calls for assistance and dispatch appropriate public safety personnel. The ECC ensures communication between emergency responders from multiple jurisdictions.

- Emergency Notifications — The Department employs numerous emergency notification processes, including a system that sends alerts to the phones, emails, pagers and ‘smart’ devices of campus leadership and Emergency Operations personnel. Also, email notification can be sent to every person at UCSF with an email address and real-time information can be posted on the Campus Emergency Hotline, which can be accessed during an emergency at (415) 502-4000. Additionally, some campus buildings are equipped with overhead alert systems.

- Emergency Operations Center — The Police Department and Emergency Operations staff routinely conduct emergency drills and trainings.

- Most importantly, we rely upon the vigilance of every member of the UCSF community to help maintain a safe and secure environment. On a departmental level, managers should ensure that Emergency Action Plans remain current and staff is aware of emergency procedures. Individually, we all can contribute by wearing UCSF identification cards, immediately reporting suspicious activity, closing and locking doors appropriately and knowing our emergency procedures.

For further information, and to download the UCSF Campus Emergency Procedures guide, please go to the UCSF Police Department website and follow the links to “Preparing for Emergencies” and “Forms and Resources”.

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TIPS FOR PREVENTION OF
CAMPUS/PERSOHAL PROPEY THEFT

In 2013, UCSF experienced 395 property crimes totaling $355,931 in losses. Computers remain the most targeted item for theft. What measures can you take to protect your property?

TIPS TO SECURE YOUR COMPUTER

- Use a security device such as a cable lock whenever possible or store your laptop in a secure area.
- Regularly update your virus protection software & download security updates and patches.
- Use a firewall program and use a secure browser.
- Delete all suspicious emails and their attachments.
- Don’t share your password; make your password difficult to guess. If possible, do not let the computer remember passwords for you.

TO REDUCE THE OPPORTUNITY FOR THEFT:

- Do not leave your wallet/purse or other valuables unattended in an unlocked desk or cabinet
- Lock your door or your desk when you leave, even if you are gone for a short time
- Be alert for suspicious activity & promptly report to UCSFPD
- Maintain strict key/security code control
- Keep updated inventory of all office, lab, and home equipment
- Have all equipment secured with approved lock-down device(s)
- Identify all University equipment by engraving on the top or front side **
- Identify personal property by engraving your California driver’s license number. Do not use your social security number

**Note: Engravers are available for any UCSF employee/student. They may be checked out by contacting the Emergency Communications Center at 476-1414. The Emergency Communications Center will coordinate the release of the engraver, which is available 24/7.
Vehicle Safety Tips

- Have your vehicle keys in hand when you approach your vehicle
- Prior to entering your vehicle, check the inside and look underneath
- Immediately lock all doors upon entering your vehicle or exiting vehicle
- Maintain car in good working order, with safe tires and sufficient gas
- Park in well-lit heavily populated areas
- Do not leave valuable items visible in your car
- Close all windows and lock all doors before leaving your vehicle

Carjacking

Your life is more important than anything of material value. We recommend you give up your keys immediately and without protest. Avoid getting into the vehicle with the suspect(s) if at all possible. If you need to surrender your vehicle, try to remember details about the suspect(s) such as race, sex, height, clothing, speech issues (accent, dialect), the direction the suspect(s) went and type of weapons they had, if any. Report this information immediately to the police.

Prevention of ID Theft

- Buy a good shredder – use it to shred pre-approved credit applications, credit card receipts, bills and other information you don’t want before discarding them
- Never leave receipts at bank machines, bank counters, or public trash receptacles
- Never give out personal information over the phone, such as your social security number, date of birth, mother’s maiden name, credit card number, or bank PIN code, unless you initiated the phone call or know exactly who you are dealing with
- Save all credit card receipts and match them against your monthly bills. Be sure to shred before discarding
- Never loan your credit cards to anyone else
- Report all lost or stolen credit cards immediately
- Be aware of con artists who may use interactive service sites on the web or mail or telephone solicitations disguised as surveys or promotions offering instant prizes or awards to obtain your personal information or your credit card numbers
What to do if your wallet or purse has been stolen or lost?

To prevent ID theft, do the following:

- Cancel credit cards immediately
- Tip – have the toll free numbers and your credit card numbers handy so you know whom to call. **Do not keep this info in your wallet or purse.**
- Contact the bank if your checkbook or ATM card was also stolen
- File a police report immediately
- Call all of the following numbers immediately to place a fraud alert on your name and social security number. This alert means that they have to contact you by phone to authorize new credit:
  * Equifax (800) 525-6285
  * Experian (888) 397-3742
  * Trans Union (800) 680-7289
  * Social Security Administration Fraud Hotline (800) 269-0271

Apartment/Home Safety Tips

- Report suspicious characters and activities immediately.
- Do not hold building entry doors open for strangers.
- Do not enter an elevator if you are uncertain of any occupant.
- Try to stand near the elevator control panel. If accosted, press all the buttons.
- Have keys ready to enter your residence quickly.
- Insure your apartment and keys against losses.
- Secure doors and windows at all times especially if windows are easily accessible from the outside.
- Install and use a wide angle peephole in all exterior doors.
- Change locks or re-key immediately if door keys have been misplaced.
- Identify callers before opening doors, check IDs of all repair and sales personnel prior to permitting entry into your home.
- If you suspect a prowler is inside your home, avoid confrontation, get out immediately and call the police.
- Keep money and valuables in secure places, preferably in a safe.
- Keep your curtains and blinds closed at night.
- Do not allow newspaper or other mail to accumulate when away, have newspaper stopped and friend/neighbor pick up mail for you if necessary.
**Personal Safety**

- Travel with a friend or in a group
- Be alert and aware of your surroundings
- Be assertive
- Do not carry excess amounts of cash or more credit cards than you need
- Use well-lit and frequently traveled routes
- Dress in clothes and shoes which do not hamper movement

**Personal Safety on Public Transportation**

- Wait for bus or shuttles in well lighted areas if possible
- Sit up front close to the driver
- When you disembark, be aware of who else is getting off and if they are following you. If you feel you are being followed, go to the nearest store or occupied building to request assistance
- Use well lighted streets to reach your destination

**Crime Prevention Education**

Security awareness and crime prevention programs on personal safety are sponsored by various departments at UCSF throughout the year. The UCSFPD facilitate programs for students, faculty, staff, orientations, organizations and residential housing. Housing Services and the Schools at UCSF offer programs for students specifically. The UCSFPD, the Schools, and Housing Services offer an average of more than two dozen security awareness educational programs during the course of the average year. These programs address topics such as personal safety, alcohol and drug abuse awareness and sexual assault prevention. As part of the security awareness programs, students and employees are encouraged to be responsible for their own security and the security of others.

**Crime Prevention and Security Awareness Programs available include:**

**Crime Prevention Safety Presentations**

Power Point presentations covering University security services, basic crime prevention, personal safety (both on and off campus) as well as workplace safety are available.

**Rape Aggression Defense**

The Rape Aggression Defense (R.A.D.) System is a comprehensive, women-only course that begins with awareness, prevention, risk reduction and risk avoidance, while progressing on to the basics of hands-on defense training. R.A.D. is not a Martial Arts program. Our courses are taught by nationally certified R.A.D.
Instructors and provide each person with a workbook/reference manual. This manual outlines the entire Physical Defense Program for reference and continuous personal growth, and is the key to our free lifetime return and practice policy for R.A.D. graduates.

R.A.D. courses are offered several times throughout the year at various UCSF locations.

**Active Shooter Training**

UCSFPD offers both an online training as well as in person active shooter classes taught by members of UCSFPD. For more information please see: [http://police.ucsf.edu/crime-prevention-statistics/gunman-campus](http://police.ucsf.edu/crime-prevention-statistics/gunman-campus).

**Fire Safety**

The UCSF Fire Safety Program is essential in protecting the University community from injuries, death, business interruption, and property damage resulting from fires and related perils. The Fire Safety Program is intended to ensure reasonable and consistent protection for persons and property in or on UCSF administered properties, including all housing units. Click the following link for more information on fire safety, fire logs and statistics: [2014-15 Annual Fire Safety Report](#).
University of California Policy on Sexual Harassment and Sexual Violence

The University of California’s Sexual Harassment and Violence Policy informs the community of UC’s comprehensive plan addressing sexual misconduct, educational programs, and procedures for sexual harassment, sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a University official. The University prohibits these offenses and reaffirms its commitment to maintain a campus environment that emphasizes the dignity and worth of all members of the University community. UCSF will take whatever action may be needed to prevent, correct and, as necessary, discipline behavior that violates this policy.

University of California, San Francisco does not discriminate on the basis of sex in its educational programs and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited, whether sexually based or not, and include dating violence, domestic violence, and stalking. Sexual harassment, as defined in UC policy includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature. The University’s policy governing sexual harassment, including misconduct, is listed below.

University of California Policy: Sexual Harassment and Sexual Violence
http://policy.ucop.edu/doc/4000385/SHSV.

The UC policy on sexual harassment and sexual violence applies to all employees, faculty, students and other members of the system-wide University community, including invitees and visitors (exception for patients).

UCSF’s goal is to create a supportive climate that encourages each victim/survivor of sexual violence to report the incident(s) and to provide support and information to assist the person in dealing with these traumatic events. This policy also intends to promote campus safety through facilitating the collection of accurate data on incidents of sexual violence and prompt reporting of sexual violence incidents to appropriate University officials.

University policy and California law prohibit retaliation against any individual who opposes sexual harassment, sexual assault, domestic violence, dating violence and stalking, files a complaint, assists or participates in any manner in an investigation or proceeding conducted by the University or an external agency.

To report sexual misconduct or ask a question about UCSF’s policy or procedures, contact:

Cristina C. Pérez-Abelson, Director, Affirmative Action, EEO & ADA Compliance, Title IX Coordinator
Office of Diversity and Outreach, 3333 California Street, Suite 16, San Francisco, CA 94143-1249; (415) 476-4753; cristina.perez@ucsf.edu
Definitions:

The terms ‘consent’, ‘sexual assault’, ‘domestic violence’, ‘dating violence’ and ‘stalking’ have multiple definitions under the Clery Act, the FBI’s Uniform Crime Reporting system and State of California statutes. These definitions are given in full in the Appendix at the end of this Report.

Sexual Violence - Prevention & Resolution

What to Do If You Are Sexually Assaulted:

- Get to a safe place. Contact someone who can help you: a friend, the police, a relative, or anyone you can trust. Ask the person to meet with you.
- It is important to preserve evidence that may assist in proving the alleged criminal offense or may be helpful in obtaining a protection order. To preserve evidence do not shower, drink, eat, douche, urinate, change your clothes, or clean the bed/linen/area where the assault occurred until at least a preliminary examination can be conducted.
- Should you decide not to make a police report or opt for forensic evidence collection, it is still important to receive a medical exam to determine and treat any injuries or sexually transmitted disease.
- Victims of violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents.
- As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult.
- If you are not making a report, students can obtain medical treatment, counseling, support and referrals from Student Health Services.
- Faculty or staff who choose not to file a police report may wish to obtain medical treatment from their personal physician.

How to Report a Sexual Assault:

- Although the University strongly encourages members of the community to report violations to law enforcement, it is the victim’s choice whether or not to make such a report and victims have the right to decline involvement with the police.
- If you want to report the assault to UCSFPD, dial (415) 476-6911 from a cell phone or dial 9+911 from any campus phone. Call and tell the dispatcher, “I want to report a sexual assault.”
- If you wish to file a police report and the assault occurred within 72-hours, the victim/survivor will be transported to the Rape Treatment Center (http://traumarecoverycenter.org/) as soon as possible for an evidence exam to collect and preserve evidence and to obtain any necessary medical treatment.
- In California, evidence may be collected even if you choose not to cooperate with law enforcement. The hospital may be required to contact
law enforcement, but a victim can choose whether or not to file a formal complaint at that time.

- Reports of all domestic violence, dating violence, sexual assault and stalking made to UCSFPD will be coordinated for a referral to the Title IX Coordinator for investigation regardless if the complainant chooses to pursue criminal charges.

- Individuals may also report sex offenses including domestic violence, dating violence, sexual assault or stalking, to the UCSF Title IX Coordinator. The Title IX Coordinator is Cristina Perez-Abelson with the Office of Diversity and Outreach: (415) 476-4753; cristina.perez@ucsf.edu; 3333 California Street, Suite S-16. The institution’s sexual harassment policy, including a description of the grievance procedures can be found at https://shpr.ucsf.edu/policies.

- The Title IX Coordinator will assist the person in notifying both on campus and local law enforcement authorities, if the person requests the assistance of these personnel. The decision to report this information to law enforcement is solely determined by the complainant.

- The University will provide confidential resources, on campus, off campus or both, to include medical, health, legal assistance, victim advocacy, counseling & mental health, and visa and immigration assistance.

**UCSF Reporting Procedures:**

- Depending on when reported (immediate vs delayed report), UCSF will provide complainant with access to medical care.
- UCSF will assess immediate safety needs of complainant.
- UCSF will assist complainant with contacting local police if complainant requests AND complainant will be provided with contact information for local police department.
- UCSF will provide complainant with referrals to on and off campus mental health providers.
- UCSF will assess the need to implement interim or long-term protective measures, such as housing changes, change in class schedule, “No Contact” directive between both parties, etc.
- UCSF will provide written instructions on how to apply for a Protective Order.
- UCSF will provide a copy of the Sexual Harassment and Sexual Violence policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution.
- UCSF will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and the outcome of the hearing.
- UCSF will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against any person for complaining of sex-based discrimination or for assisting in an investigation.
The University will apply appropriate disciplinary procedures to those who violate the UC Sexual Harassment & Sexual Violence policy. Sexual harassment and sexual violence are violations of state and federal law, UCSF policy, the faculty code of conduct, staff personnel policies, collective bargaining agreements and student policies. Whether or not criminal charges are filed, the University\(^1\) or a person may file a complaint under the UC policy on Sexual Harassment and Sexual Violence alleging a violation of the University’s policy.

The procedures set forth below are intended to afford a prompt response to charges of sexual misconduct, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy. The standard of evidence used during any judicial hearing on campus arising from such a report is ‘Preponderance of the Evidence’, which means a person will be found responsible if the administrator or deciding body decides it is more likely than not that misconduct occurred.

**Adjudication of Violations**

The accuser and the accused are entitled to the same opportunity to have others present during a disciplinary hearing. Both the accuser and the accused will be informed of the outcome of any institutional disciplinary proceeding brought alleging a sex offense. See [http://policies.ucsf.edu/policy/150-13](http://policies.ucsf.edu/policy/150-13).

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

The University disciplinary process requires a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. Usually, the resolution of complaints of sexual misconduct are completed within 60 days of the report, however the proceedings timeframe allows for extensions for good cause, with notice to the accuser and the accused of the delay and the reason for the delay. Investigators and hearing board members are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. The UC Policy on Sexual Harassment and Sexual Violence provides that:

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\(^1\) Title IX states that if an institution knows or reasonably should know of sexual harassment, to include sexual violence, the institution has a duty to investigate. Consequently, whether a complainant chooses to cooperate or not, it is not be the deciding factor for whether or not disciplinary charges are brought against an accused party. If an investigation determines that it is more likely than not that the institution’s sexual misconduct policy was violated, then the University may assume the role of the complainant.
1. The accuser and the accused each have the opportunity to attend a hearing before a properly trained hearing board that protects the safety of victims and promotes accountability;

2. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;

3. UCSF will allow for timely access to the accuser, the accused and appropriate officials to any information that will be used after the fact-finding investigation but during formal and informal disciplinary meeting and hearings;

4. UCSF's disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;

5. UCSF provides the accuser and accused the same opportunities to have others present during a disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding.

6. A conduct decision is based on the Preponderance of Evidence standard, i.e. “more likely than not to have occurred” standard. In other words, the conduct process asks: “is it more likely than not that the accused person violated the university’s policy?”

7. The accuser and the accused will be notified simultaneously in writing of the result of any disciplinary proceeding, as well as any changes to those results or disciplinary actions prior to the time that such results become final; and

8. The accuser and the accused each have the right to appeal the outcome of the hearing and will be notified simultaneously in writing, of any change to the result prior to the time that it becomes final, and of the final result after the appeal is resolved.

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the University’s ability to respond to the complaint may be limited.

- **Faculty Accused:** The UCSF Title IX Coordinator investigates complaints of sexual harassment/sexual violence on the part of a faculty member to determine whether or not the faculty member violated the University’s sexual harassment/sexual violence policy. If the Title IX Coordinator finds that a faculty member violated the policy, a faculty committee, appointed by the Vice Provost, Academic Affairs, then determines whether or not the faculty member’s behavior also violates the UC Faculty Code of Conduct (Academic Personnel Manual 015), and if so, makes a discipline recommendation. The Chancellor has sole authority to impose discipline on a faculty member for a violation of the Faculty Code of Conduct. The available disciplinary measures are set out in APM 016, The University Policy on Faculty Conduct and the Administration of Discipline.

- **Staff Accused:** If the UC sexual harassment/sexual violence policy has been violated, supervisors are responsible for taking appropriate action, which may include consequences up to and including dismissal, in accordance with applicable policy and collective bargaining.
agreements.

- **Student Accused**: At UCSF the deans of the Professional Schools and the Graduate Division are responsible for student discipline, although the final authority for the administration of student discipline rests with the Chancellor. The appropriate dean shall investigate charges of misconduct, determine the responsibility of those charged, and provide or recommend such disciplinary measures as described in the current *University of California Policies Applying to Campus Activities, Organizations, and Students*. Following a final determination of an institutional disciplinary proceeding regarding rape, acquaintance rape, or other forceful or non-forceful sex offenses the University may impose the sanction of professional disqualification which may result in either probation or dismissal per Academic Senate Bylaw SFR 905. Student Status -- Disqualification.

**Protective Measures**
Investigations resulting in a finding of a policy violation will lead to the initiation of disciplinary procedures against the accused individual. The University may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking. For students, sexual assault, domestic violence, dating violence, and stalking are violations of the [UCSF Code of Conduct](#). Employees who violate this policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: a University order of no contact, University Housing relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved.\(^2\) Violations of the Title IX Coordinator’s directives or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by the University.

**Additional Support for Victims of Sexual Violence**

**Housing Services**: Incidents of sexual violence occurring in, or involving members of the University residential community shall be reported to the Director of Housing Services. At the discretion of the Director of Housing Services, the accused may be provided alternative housing assignments. UCSF will change a victim’s living situation after an alleged sex offense by contacting the Director of Housing Services, if those changes are requested by the

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\(^2\) Applicable law requires that, when taking such steps to separate the complainant and the accused, the University must minimize the burden on the complainant and thus should not, as a matter of course, remove the complainant from his or her job, classes or housing while allowing the accused to remain.
victim and are reasonably available. Depending upon the outcome of a formal University hearing, the housing agreement of the accused may be terminated. Outcomes of the formal campus hearing process will supersede any previous arrangements made by Housing Services. Housing Services staff are also available to assist victims who live off campus in finding alternative off-campus housing arrangements.

More information about Housing Services may be found on their website at http://www.campuslifeservices.ucsf.edu/housing/ or by contacting (415) 514-4550; housing@ucsf.edu.

**Academic/Workplace Accommodation:** It may be necessary to make changes in the victim’s workplace or academic schedule. Thoughtful facilitation and accommodation are encouraged. Students should consult with their respective academic or school/program dean. At a student’s request, UCSF may change the student’s academic situation after an alleged sex offense by contacting their program dean, to the extent reasonably available and consistent with department policy. Employees should see their supervisor, director, Labor and Employee Relations or the Title IX Coordinator.

**Assistance for Victims: Rights & Options**

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the University will assist victims of sexual violence and will provide victims with a written explanation of their rights and options. In California, a victim of sexual violence has rights.

Further, the University complies with California law in recognizing orders of protection, called “restraining orders,” and requests that any person who obtains an order of protection from California or any U.S. State provide a copy to UCSFPD and the Office of the Title IX Coordinator.

A restraining order (also called a “protective order”) is a court order that can protect someone from being physically or sexually abused, threatened, stalked, or harassed. The person obtaining the restraining order is called the “protected person.” The person the restraining order is against is the “restrained person.” Sometimes, restraining orders include other “protected persons” like family or household members of the protected person.

**What does a restraining order do?**

In general restraining orders can include:

**Personal conduct orders**

These are orders to stop specific acts against everyone named in the restraining order as a “protected person.” Some of the things that the restrained person can be ordered to stop are:

- Contacting, calling, or sending any messages (including e-mail);
- Attacking, striking, or battering;
- Stalking;
- Threatening;
- Sexually assaulting;
- Harassing;
- Destroying personal property; or
- Disturbing the peace of the protected people.

**Stay-away orders**
These are orders to keep the restrained person a certain distance away (like 50 or 100 yards) from:
- The protected person or persons;
- Where the protected person lives;
- The protected person’s place of work;
- The schools or places of child care of the protected person’s children;
- The protected person’s vehicle;
- Other important places where the protected person frequents.

**Residence exclusion (“kick-out” or “move-out”) orders**
These are orders telling the restrained person to move out from where the protected person lives and to take only clothing and personal belongings until the court hearing. These orders can only be asked for in domestic violence or elder or dependent adult abuse restraining order cases.

For the person to be restrained, having a restraining order against them can have very serious consequences:
- They will not be able to go to certain places or do certain activities.
- They might have to move out of their home.
- It may affect their ability to see their children or other family members.
- They will generally not be able to own a gun. (They will have to turn in or sell any guns they have now and will not be able to buy a gun while the restraining order is in effect.)
- It may affect their immigration status if they are trying to get a green card or visa.

If the restrained person violates (breaks) the restraining order, they may go to jail, or pay a fine, or both.

**Types of restraining orders**
There are 4 kinds of orders you can ask for (click on any order type to be taken to the California Courts webpage):
- [Domestic Violence Restraining Order](#)
- [Elder or Dependent Adult Abuse Restraining Order](#)
- [Civil Harassment Restraining Order](#)
- [Workplace Violence Restraining Order](#)

**Domestic Violence Restraining Order**
You can ask for a domestic violence restraining order if:
- Someone has abused you, and
- You have a close relationship with that person (married or registered domestic partners, divorced, separated, dating or used to date, have a child together, or live together or used to live together — but more than roommates), or you are closely related (parent, child, brother, sister, grandmother, grandfather, in-law).

Find more information about [Domestic Violence](#).

**Elder or Dependent Adult Abuse Restraining Order**
You can ask for an elder or dependent adult abuse restraining order if:
- You are 65 or older, OR
- You are between 18 and 64 and have certain mental or physical disabilities that keep you from being able to do normal activities or protect yourself;
  AND
- You are a victim of:
  - Physical or financial abuse,
  - Neglect or abandonment,
  - Treatment that has physically or mentally hurt you, or
  - Deprivation by a caregiver of basic things or services you need so you will not suffer physically, mentally, or emotionally.

Find more information about Elder and Dependent Abuse.

Civil Harassment Restraining Order
You can ask for a civil harassment restraining order if you are being harassed, stalked, abused, or threatened by someone you are not as close to as is required under domestic violence cases, like a roommate, a neighbor, or more distant family members like cousins, aunts or uncles, or nieces or nephews.

Find more information about Civil Harassment.

Workplace Violence Restraining Order
You can ask for a workplace violence restraining order if:
- You are an employer, and
- You ask for a restraining order to protect an employee who has suffered stalking, serious harassment, violence, or a credible (real) threat of violence at the workplace.

An employee CANNOT ask for a workplace violence restraining order. If the employee wants to protect him or herself, he or she can ask for a civil harassment restraining order (or a domestic violence restraining order if the abuser is a partner/spouse or former partner/spouse or close family member).

Find more information about Workplace Violence.

After a student or employee receives a restraining order, to mitigate any risk of harm they may contact UCSFPD to develop a plan designed to increase their safety. This plan may include, but is not limited to: escorts, special parking arrangements, providing a temporary cellphone, changing classroom locations, and other similar protective actions.

The University cannot apply for a legal order of protection, a no contact order or a restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply for these services, directly. Information on how to obtain a restraining order, including an explanation of the judicial process and required forms, may be found at the following website: http://www.courts.ca.gov/1264.htm.

The University may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. To the extent of the victim’s cooperation and consent, University offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal University investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, or working situations in addition to counseling, health services, visa and immigration assistance and assistance in notifying appropriate local law
enforcement. Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (i.e., publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20).) Further, the University will maintain confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the University to provide the accommodations or protective measures.

The University does not publish the name of crime victims nor housing identifiable information regarding victims in the UCSFPD Daily Crime Log. Victims may request that directory information on file be removed from UCSF controlled public sources by contacting the Title IX Coordinator, Information Technology Services (ITS), Human Resources or the respective dean’s office.

**Education on Sexual Harassment and Sexual Violence**

UCSF will conduct periodic orientation and educational programs for faculty, students and staff promoting the awareness consent matters, definitions of rape, acquaintance rape, and other forcible and non-forcible sex offenses. The University also engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

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

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

a. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;

b. Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;

c. Defines what behavior and actions constitute consent to sexual activity in the State of California or using the definition of consent found in the Student Code of Conduct;

d. Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;

e. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase
empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.


The University has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students; participating in and presenting information and materials during new employee orientation; and educational programs and training activities that are ongoing to all employees and students.

The University offered the following primary prevention and awareness programs for all incoming students in the 2012-2013 academic year:

- Five in-person orientation sessions addressing personal safety and crime prevention including sexual assault
- Online sessions related to Sexual Violence Against Women Act Training

The University offered the following primary prevention and awareness programs for all new employees in 2012-2013 academic year:

- Three in-person sessions of Sexual Harassment Prevention Training
- One in-person session of Sexual Harassment Prevention Training
- Online sessions related to Sexual Violence Against Women Act Training
- Online sessions related to Sexual Harassment Training

The University offered the following ongoing awareness and prevention programs for students in 2012-2013 academic year:

- Online sessions related to Sexual Violence Against Women Act Training
- Four in-person training sessions for UCSF Housing related to personal safety and crime prevention

The University offered the following ongoing awareness and prevention programs for employees in 2012-2013 academic year:

- Online sessions related to Sexual Harassment Training
- Online sessions related to Sexual Violence Against Women Act Training
- One in-person session of Sexual Harassment Prevention
- Four in-person training sessions related to personal safety and crime prevention

Sexual Violence Counseling Resources:

On Campus

Student Life
500 Parnassus Avenue, MU108W 502-1484
http://studentlife.ucsf.edu/

Student Health & Counseling
500 Parnassus Avenue, Millberry Union, Level P8, MUH-005
1675 Owens Street, 3rd Floor, Suite 330 476-1281
http://studenthealth.ucsf.edu/
UCSF Police Department
654 Minnesota Street, Suite 180 476-1414
http://police.ucsf.edu/

Office of Diversity & Outreach
3333 California Street, Suite S16 476-7700
http://diversity.ucsf.edu/

Office of the Title IX Coordinator
3333 California Street, Suite S16 476-4753

Multicultural Resource Center
500 Parnassus Avenue, MU123W 502-1911
http://mrc.ucsf.edu/

Faculty Staff Assistance Program
3333 California Street, Suite 293 476-8279
http://ucsfhr.ucsf.edu/index.php/assist/

Student Disability Services
500 Parnassus Avenue, MU126W 476-6595
http://sds.ucsf.edu/

Office of Legal Affairs
745 Parnassus Ave 476-5003
http://legal.ucsf.edu/

Off Campus

San Francisco Police Department
850 Bryant Street 553-8090
http://sf-policc.org/

San Francisco General Hospital Sheriff’s Patrol
1001 Potrero Avenue 206-8063
http://www.sfsheriff.com/

San Francisco Counseling Center
1801 Bush Street 440-0500
http://www.sfcsounselingcenter.com/

San Francisco Women Against Rape Crisis Center Counseling (24 hour)
3543 18th St, #7 647-RAPE (7273)
http://www.sfwar.org/

San Francisco Rape Treatment
2727 Mariposa Street, Suite 100 437-3000
http://traumarecoverycenter.org/
YWCA Advocacy Group  
940 Powell Street  
397-6886  
http://www.ywcsf-marin.org/

San Francisco Domestic Violence Consortium  
100 Montgomery Street (Presidio Main Post)  
864-4722  
http://www.dvcpartners.org/

San Francisco Superior Court/Hall of Justice  
850 Bryant Street  
551-0651  
http://www.sfsuperiorcourt.org/

San Francisco Victim Services  
850 Bryant Street, Room 320  
553-9044  
http://sfvictimservices.org/

San Francisco/Bay Area Legal Aid  
1035 Market Street, 6th Floor  
982-1300  
http://baylegal.org/locations-2/san-francisco/

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

http://www.rainn.org – Rape, Abuse and Incest National Network

http://www.ovw.usdoj.gov/sexassault.htm - Department of Justice

http://www2.ed.gov/about/offices/list/ocr/index.html Department of Education,
Office of Civil Rights

How to Prevent Domestic Violence

If you are in a relationship with someone who is threatening to harm you or is physically, emotionally or verbally abusing you, you may be experiencing domestic violence.

Whether you are concerned about yourself or someone else in the UCSF community, educational resources and support services are available for anyone who is in an abusive relationship, has experienced relationship or intimate partner violence in the past, or wants to learn more about how domestic violence affects our community.

You can call the National Domestic Violence Hotline at (800) 799-SAFE (799-7233) to be referred directly to help in your community, including emergency services and shelters. UCSFPD are empowered to take action based on available evidence if you would like their assistance in this matter.  
Remember – there is never an excuse for domestic violence.
How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911 or on UCSF property dial (415) 476-6911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, attempt to make out with, or in any other way engage in sexual activity with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

Risk Reduction

With no intent to victim blame and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don’t know where you are going, act like you do.
4. **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Don’t allow yourself to be isolated** with someone you don’t trust or someone you don’t know.
8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
9. **When you go to a social gathering, go with a group of friends**. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find

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4 Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse
a way out of a bad situation.

10. **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).

11. **Don’t leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.

12. **Don’t accept drinks from people you don’t know or trust.** If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.

13. **Watch out for your friends, and vice versa.** If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.

14. **If you suspect you or a friend has been drugged, contact law enforcement immediately** (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
   a. **Remember that being in this situation is not your fault.** You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
   b. **Be true to yourself.** Don’t feel obligated to do anything you don’t want to do. “I don’t want to” is always a good enough reason. Do what feels right to you and what you are comfortable with.
   c. **Have a code word with your friends or family** so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
   d. **Lie.** If you don’t want to hurt the person’s feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

16. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

17. **If you and/or the other person have been drinking,** you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.
SEX OFFENDER NOTICE (MEGAN’S LAW)

The federal *Campus Sex Crimes Prevention Act* requires institutions of higher education to advise their campus communities where to obtain law enforcement information concerning registered sex offenders. Registered sex offenders are already required to register with the State where the person is employed, carries on a vocation, volunteers services, or is a student; the Act also obliges them to provide notice to each institution of higher education in that respective State.

The State of California requires sex offenders to register with the police in the jurisdiction in which they reside. California makes this registration information available to law enforcement agencies and members of the community. For more information, please contact the police department where you live or visit the website of the Office of the Attorney General – State of California at: [http://meganslaw.ca.gov/](http://meganslaw.ca.gov/).

WORKPLACE VIOLENCE & INTIMIDATION

UCSF has a zero-tolerance policy and program directed at workplace violence (Administrative Policy #150-27). See: [http://policies.ucsf.edu/](http://policies.ucsf.edu/).

When an employee or student believes that their safety is threatened or that they are working in a hostile environment, any member of the Threat Management Team (TMT) can be contacted. The TMT consists of personnel from the Police Department, Faculty Staff Assistance Program, Labor Relations and Legal Affairs. When alerted, the TMT will meet to discuss a situation and take necessary action to resolve it. All criminal acts are referred to the Police Department for criminal investigation.

OFF-CAMPUS CRIMINAL ACTIVITY

UCSF does not have any off-campus sites that are controlled by recognized student organizations.
MISSING PERSONS

Notification of Missing Students

Suspected missing students should be reported immediately to the UCSFPD. If members of the UCSF community believe that a student has been missing for 24 hours, it is critical they report that information to UCSFPD by calling (415) 476-6911 or 9+911 when calling from an on-campus landline. A student is determined to be missing when UCSFPD has verified that reported information is credible and circumstances warrant declaring the person missing.

UCSF Housing Notification Process

Following determination by UCSFPD that a residential student is a missing person, notification will be made to the missing person contact, if contact information has been provided, within 24 hours. If the student is under the age of 18 and is not an emancipated individual, Housing Services will notify the student’s parent or guardian and any other designated contact person within 24 hours. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, UCSFPD will inform the San Francisco PD (or the local law enforcement with jurisdiction) that the student is missing within 24 hours of confirmation.

Missing Person Contact – UCSF Housing

Campus housing tenants, as part of the application/renewal process, have the option to identify a confidential missing person contact. The missing person contact will be notified by UCSF no later than twenty-four (24) hours after the time the tenant is determined missing by UCSFPD. The confidential contact may be a person designated by the tenant in addition to the declared emergency contact. Should the tenant not formally declare a separate missing person contact, the emergency contact on record will be notified. UCSF tenants are advised that their contact information will be registered confidentially, and that this information will be accessible only to authorized campus officials and law enforcement. The information may not be disclosed outside of a missing person investigation.

Notification of this policy will be made directly to all tenants residing in Campus housing annually. It is made available in conjunction with UCSF’s Annual Security Report, in compliance with the Clery Act. All students attempting to register for campus housing will also be notified of this policy at the time of online completion of housing related documents. During the online housing application and renewal process, (https://housingrms.ucsf.edu:4430/) specific campus housing emergency related contact information will be captured, and the tenant will have the opportunity to provide a separate missing person contact online. All information submitted online during the housing application and renewal process will remain on file and be considered accurate until the tenant voluntarily provides different information.

See the following link for more information:
ALCOHOL/SUBSTANCE ABUSE POLICIES

UCSF strives to maintain drug-free work sites as defined in schedules I through V of the Controlled Substances Act, 21 United States Code 812, and by regulation 21 Code of Federal Regulations 1308. Unlawful manufacture, distribution, dispensing, possession, use or sales of alcohol or controlled substances by employees and students in the workplace, on University premises, at official University functions, or on University business is prohibited. Employees and students shall not abuse legal substances in a manner that impairs work performance, scholarly activities, or student life.

Alcoholic Beverages

Consumption of alcoholic beverages shall occur only in the public areas approved for University-sponsored functions or events. UCSFPD will enforce California underage drinking laws. For further information on the UCSF Alcohol Policy 200-31 see: http://policies.ucsf.edu/policy/200-31.

It is unlawful to sell, furnish or give away alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal.

Only under special circumstances is the consumption of alcohol permitted on campus. Further information on specific permissions and application forms can be found by viewing the University of California Policy on Substance Abuse, UCSF Policy 150-11 (http://policies.ucsf.edu/policy/150-11).

Drugs

The illegal consumption, possession, use, and sale of any narcotic or unlawful drug will be grounds for disciplinary action and is prohibited at UCSF. The UCSFPD will enforce Federal and California drug laws. Employees and students found in violation of these laws are subject to corrective action, up to and including dismissal. All persons in violation of the law are subject to arrest.

UCSF is committed to creating an environment free of drug and alcohol abuse. Federal Law requires UCSF to notify faculty, students and staff information about the institution’s compliance with the Drug Free Schools and Communities Act. For more information on UCSF’s policy and compliance see the following link: http://ucsfhr.ucsf.edu/files/150-11.pdf.

For more information on alcohol, drug and tobacco consultation for students, please see the following link: http://studenthealth.ucsf.edu/healthcare-services/alcohol-drug-tobacco-consultation.
Faculty Staff Assistance Program

Assessment, brief counseling, and referral resources are available to UCSF employees who may have substance abuse or dependency (drug or alcohol abuse). The Faculty Staff Assistance Program (FSAP) also offers services that attend to a broad range of work-related or personal stressors including: depression; crisis situations; grief and loss; traumatic events; anxiety; domestic violence; marital/partnership/family concerns; interpersonal conflict; elder/dependent care, etc. These services are confidential and are provided by a staff of licensed clinicians. The FSAP office is located at Laurel Heights in Suite 293, (415) 476-8279. The FSAP website: http://ucsfhr.ucsf.edu/index.php/assist/.

Student Health & Counseling

Students should contact Student Health & Counseling (SHC) at (415) 476-1281 for evaluation, treatment, and referrals for medical conditions and injuries, mental health problems, and drug or alcohol problems.

SHC has two locations:
**Parnassus Campus**: 500 Parnassus Ave, Millberry level P8, MUH-005
The Parnassus Clinic is open Monday, Tuesday, and Friday from 8:00 a.m. to 5:00 p.m. and Wednesday and Thursday from 8:00 a.m. to 8:00 p.m.

**Mission Bay Campus**: William J. Rutter Center, 1675 Owens Street, 3rd Floor, Suite 330. The Mission Bay clinic is open Monday, Tuesday, and Friday 8:00 a.m. to 5:00 p.m.; Wednesday 10:00 a.m. to 7:00 p.m.; and Thursday 10:00 a.m. to 5:00 a.m.

Detailed information about the SHC programs and services can be viewed on the SHC website at: http://studenthealth.ucsf.edu/.

Students seeking emergency counseling during non-business hours should call the main SHC phone at (415) 476-1281 and select the prompt that will connect them to an after-hours crisis counselor, or go to the nearest Emergency Department. Students may also contact one of the public services agency telephone numbers listed in the Important Telephone Number section of this document.
UCSF SHUTTLE SERVICES

The University provides daily regularly-scheduled shuttle services that inter-link San Francisco campus locations (Parnassus, Mission Bay, Mt. Zion, Laurel Heights, Mission Center Building, San Francisco General Hospital, etc.). Call (415) 476-GOGO (4646) for information and timetables or go to the website at: http://campuslifeservices.ucsf.edu/transportation/.

Limited morning, evening and weekend shuttle service is also available to remote parking lots, public transit stops, and within a limited service area around the Parnassus, Mission Bay and China Basin campuses during after-hours. The shuttle service provides a safe means of transportation, especially during the evening hours.

Dial-A-Ride/Night Shuttle

Parnassus Campus:

- Parnassus Eastbound Shuttle Service hours are 4:00 p.m. – 12:00 a.m., Monday through Friday.
- Parnassus Westbound Shuttle Service hours are 5:00 p.m. – 1:00 a.m., everyday including weekends and holiday.

Students, employees and visitors (located within the boundaries of the East-bound/Westbound Shuttle Service) may request a shuttle pick-up to transport them to the Parnassus Campus from an off-site location or from Parnassus to a location within ½ mile. Call the UCSFPD Communications Center at 476-1414 to request this service. This service is strictly for traveling to or from the UCSF Parnassus Campus.

Mission Bay and China Basin:

- MB Local Shuttle Service hours are 5:00 p.m. – 1:00 a.m., Monday through Friday.

Students, employees, and visitors (located within the boundaries of the MB Local Shuttle Service) may request a shuttle pick-up to transport them to the Mission Bay and China Basin campuses from an off-site location or from Mission Bay or China Basin to a location with ½ mile from 5:00 p.m. to 10:15 p.m. and midnight to 1:00 a.m. Service from 10:30 p.m. to midnight is non-stop between Mission Bay and Parnassus campuses, with departures at 10:30 p.m. and 11:30 p.m. from Mission Bay (4th St) and 11:00 p.m. and 12:00 a.m. from Parnassus (505 Parnassus Ave.). Call the UCSFPD Communications Center at 476-1414 to request this service. This service is established for traveling to or from the UCSF Mission Bay campuses.

Walking Escorts

Walking escorts for patients, visitors, staff and students to the respective parking lots or garages (possibly bus stops if requested) are available for the Parnassus, Mission Bay, Laurel Heights and Mission Center Building locations.
The phone numbers for walking escorts are as follows:

- Medical Center Security Services (Parnassus) 885-7890
- Mission Bay Genentech Hall, 1st Fl Main Lobby 514-4020
- Rock Hall, 1st Fl Main Lobby 514-4317
- Laurel Heights, 1st Fl Main Lobby 476-8868
The Medical Center encompasses Moffitt and Long Hospitals, and Ambulatory Care Center on the Parnassus campus; Mount Zion Hospital, Cancer Center and outpatient clinics located in the nearby community; and Children’s Hospital Oakland.

In conjunction with the UCSFPD, a 24-hour on-site Security Services Department is responsible for the safety and security of all Medical Center services and activities and is dedicated to the goal of helping patients, staff and visitors, and to enhance UCSF Medical Center as a safe and secure facility.

The scope of services includes:
- Coordination of Card Access Systems for San Francisco-based Medical Center buildings & departments;
- Mandatory Medical Center ID card program;
- Medical Center’s access and parking control requirements;
- Workplace Violence and Threat Management services;
- Safety escorts for patients, visitors, staff and students to neighborhood parking lots and bus stops;
- State Department of Health Services and JCAHO safety and security compliance standards;
- Security, Fire Life Safety and Emergency Preparedness programs;
- Personal Safety training, orientations and crime prevention workshops.

Campus personnel requesting card access authorization to Medical Center areas should email Medical Center Security management at: secaccess@ucsfmedctr.org.

Requests for security and non-emergency assistance can be made by calling Security Services Communications Center at (415) 885-7890.

For additional information, please contact the Medical Center Security Director at (415) 885-7890 or call Medical Center Administration at (415) 353-2733.
COLLECTION OF STATISTICS FOR UCSF ANNUAL SECURITY REPORT

UCSFPD has responsibility for gathering statistics, identifying reportable crimes, and reporting/publishing statistics to the Department of Education, to the FBI, and to the public. Statistics are reported in different formats and categories depending upon legal requirements: FBI reports include different crimes from the Clery Act, while the Clery Act requires statistics to be reported from a wider geographic area than the FBI (e.g., adjacent public property and off-campus student organization properties). The Clery Act also requires reports of student disciplinary referrals in addition to arrests for drug, alcohol and weapons offenses.

Information and statistics compiled for the UCSF Annual Security Report is for the previous calendar year, and is based upon crime reports received by UCSFPD; from crime statistics received from the SFPD and other police agencies; and from incident reports received from “Campus Security Authorities.”

UCSF DESIGNATED CAMPUS SECURITY AUTHORITIES

Campus Security Authorities (CSAs) have been appointed by the Clery Act Coordinator to record any crime or crime-like incident, and to submit to the information to UCSFPD. All information is confidential unless the victim gives permission to document identifying data for police to investigate. Referrals for disciplinary action must be included when they involve an incident that may be a crime. All CSAs who contribute to the Annual Security Report must maintain files documenting the data they report.

CSAs can provide information about University programs for assisting victims of sexual and other assaults and procedures for seeking medical help, as well as refer victims to counseling and support services.
### UCSF Clery Act Compliance Officer

<table>
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<tr>
<th>Officer</th>
<th>Phone Number</th>
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<tr>
<td>UCSFPD Chief of Police</td>
<td>476-5455</td>
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### UCSF Designated Campus Security Authorities

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<th>Officer</th>
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<tr>
<td>Director of Medical Center Security Services</td>
<td>885-7890</td>
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<tr>
<td>Vice Chancellor, Student Academic Affairs</td>
<td>476-2310</td>
</tr>
<tr>
<td>Associate Dean for Students, School of Medicine</td>
<td>476-1216</td>
</tr>
<tr>
<td>Director of Undergraduate Medical Education</td>
<td>476-8085</td>
</tr>
<tr>
<td>Associate Dean, Student &amp; Curricular Affairs, Pharmacy</td>
<td>476-8025</td>
</tr>
<tr>
<td>Associate Dean for Education, Dentistry</td>
<td>476-1323</td>
</tr>
<tr>
<td>Associate Dean for Administration, School of Nursing</td>
<td>476-1223</td>
</tr>
<tr>
<td>Associate Dean for Curriculum, Undergraduate Medical Educ.</td>
<td>476-2346</td>
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<tr>
<td>Global Health Sciences Education Coordinator</td>
<td>597-8119</td>
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<tr>
<td>Assistant Dean, Graduate Division</td>
<td>502-3224</td>
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<tr>
<td>Professor and Chair, Physical Therapy</td>
<td>476-9449</td>
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<tr>
<td>Associate Vice Chancellor, Campus Life Services</td>
<td>502-4457</td>
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<td>Assoc. Physician Diplomate, Student Health + Counseling</td>
<td>476-1683</td>
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<td>Executive Director, Office of Student Life</td>
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<tr>
<td>Assistant Vice Provost, Academic Affairs</td>
<td>476-2888</td>
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<td>Veteran’s Medical Center</td>
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<td>Associate Director Medical Center Administration</td>
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<td>Operations Mgr., School of Medicine Dean’s Office SFGH</td>
<td>206-3195</td>
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<tr>
<td>Director, Campus Human Resources</td>
<td>234-3089</td>
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<tr>
<td>Associate Dean, UCSF/Mt. Zion</td>
<td>885-7451</td>
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<tr>
<td>Associate Dean, UCSF Fresno MEP Administration</td>
<td>(559) 499-6427</td>
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<tr>
<td>Director, Administration, Library</td>
<td>476-8060</td>
</tr>
<tr>
<td>Vice Chancellor, Diversity and Outreach</td>
<td>476-7700</td>
</tr>
<tr>
<td>Director, Affirmative Action/ADA Compliance/Title IX</td>
<td>476-4753</td>
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<tr>
<td>Director of Student Housing</td>
<td>476-0311</td>
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<tr>
<td>Office of the Registrar</td>
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<tr>
<td>Director, Student Financial Aid</td>
<td>476-8296</td>
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<tr>
<td>Fire Safety Inspector</td>
<td>476-0607</td>
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<tr>
<td>Director of Audit Services</td>
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<tr>
<td>Executive Director, News Services</td>
<td>476-8432</td>
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<tr>
<td>Director, Environmental Health &amp; Safety</td>
<td>502-8653</td>
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<tr>
<td>Manager, Faculty Staff Assistance Program</td>
<td>476-8279</td>
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<tr>
<td>Director, Risk Management and Insurance Services</td>
<td>502-4458</td>
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<tr>
<td>Director, Transportation Services</td>
<td>476-1386</td>
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<tr>
<td>Executive Director, Campus Life Services</td>
<td>476-5544</td>
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<tr>
<td>Assistant Director, Fitness and Recreation</td>
<td>514-1611</td>
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<tr>
<td>Manager, Arts and Events</td>
<td>476-6761</td>
</tr>
<tr>
<td>Director, Student Involvement and Programs</td>
<td>476-8788</td>
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</tbody>
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For more information, please visit our website at [http://police.ucsf.edu](http://police.ucsf.edu)
# IMPORTANT TELEPHONE NUMBERS

## UCSF Police Department
- Emergency Number (on campus landline use) **9-911**
- Emergency Number (cell phone use) **476-6911**
- Non-emergency **476-1414**
- Crime Prevention **502-9396**
- Security Surveys **502-9396**
- Investigations **476-5174**

## SF Police Department
- SF Police Department (off-campus emergency using cellphone) **553-8090**
- SF Police Department (off campus emergency) **911**
- SF General Hospital Sheriff's Patrol **206-8063**

## Sexual Assault/Rape
- San Francisco Women Against Rape
  - Crisis Center Counseling (24 hour) **647-RAPE (7273)**
- San Francisco Rape Treatment **437-3000**

## Walking Escorts and Night Shuttle Escort
- Night shuttle escort **476-1414**
- Medical Center Security Services (Parnassus) **885-7890**
- Mission Bay
  - Genentech Hall, 1st Fl Main Lobby **514-4020**
  - Rock Hall, 1st Fl Main Lobby **514-4317**
- Laurel Heights, 1st Fl Main Lobby **476-8868**
- Mission Center Building, 1st Fl Main Lobby **476-0399**

## Other UCSF Resources
- Faculty Staff Assistance Program **476-8279**
- Title IX Coordinator **476-4753**
- Student Health Services **476-1281**
- Mission Bay Housing Services **514-4550**
- Parnassus Housing Services **476-2231**
- Office of Student Life **502-1484**
- Transportation Services **476-1511**
• California Coalition Against Sexual Assault
  http://www.calcas.org/

• Faculty Staff Assistance Program
  http://www.ucsfhr.ucsf.edu/assist/index.html

• Housing Services
  http://www.campuslifeservices.ucsf.edu/housing/

• National Coalition Against Domestic Violence
  http://www.ncadv.org/

• National Sexual Violence Resource Center
  http://www.nsvrc.org/

• Rape, Abuse & Incest National Network (RAINN)
  https://www.rainn.org/

• San Francisco Women Against Rape
  http://www.sfwar.org/

• Security on Campus
  http://www.securityoncampus.org/

• Student Academic Affairs
  http://saa.ucsf.edu/

• Student Health Services
  http://shs.ucsf.edu/

• U.S. Department of Justice Office on Violence Against Women
  http://www.usdoj.gov/ovw/

• UCSF Police Department
  http://police.ucsf.edu/

• Transportation Services
  http://campuslifeservices.ucsf.edu/transportation/
APPENDIX

Violence Against Women Act – Definitions

There are numerous terms used by UCSF in our policy and procedures as well as definitions related to the FBI’s Uniform Crime Reporting system and California law. These definitions are listed below.

**Consent** is defined under California law as positive cooperation in act or attitude pursuant to an exercise of free will. The person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved.

**Sexual Assault:** “Sexual assault” means an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting system. A sex offense is any act directed against another person, without the consent of the victim, including instances where the victim if incapable of giving consent.

**Rape** is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

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

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

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

**Sexual Assault** in the state of California is defined under the following Penal Code Sections:

261. (a) Rape is an act of sexual intercourse accomplished with a person not the spouse of the perpetrator, under any of the following circumstances:

1. Where a person is incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act. Notwithstanding the existence of a conservatorship pursuant to the provisions of the Lanterman-Petris-Short Act (Part 1 (commencing with Section 5000) of Division 5 of the Welfare and Institutions Code), the prosecuting attorney shall prove, as an element of the crime, that a mental disorder or developmental or physical disability rendered the
alleged victim incapable of giving consent.

(2) Where it is accomplished against a person's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the person or another.

(3) Where a person is prevented from resisting by any intoxicating or anesthetic substance, or any controlled substance, and this condition was known, or reasonably should have been known by the accused.

(4) Where a person is at the time unconscious of the nature of the act, and this is known to the accused. As used in this paragraph, "unconscious of the nature of the act" means incapable of resisting because the victim meets any one of the following conditions:

   (A) Was unconscious or asleep.
   
   (B) Was not aware, knowing, perceiving, or cognizant that the act occurred.
   
   (C) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraud in fact.
   
   (D) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraudulent representation that the sexual penetration served a professional purpose when it served no professional purpose.

(5) Where a person submits under the belief that the person committing the act is someone known to the victim other than the accused, and this belief is induced by any artifice, pretense, or concealment practiced by the accused, with intent to induce the belief.

(6) Where the act is accomplished against the victim's will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat. As used in this paragraph, "threatening to retaliate" means a threat to kidnap or falsely imprison, or to inflict extreme pain, serious bodily injury, or death.

(7) Where the act is accomplished against the victim's will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official. As used in this paragraph, "public official" means a person employed by a governmental agency who has the authority, as part of that position, to incarcerate, arrest, or deport another. The perpetrator does not actually have to be a public official.

(b) As used in this section, "duress" means a direct or implied threat of force, violence, danger, or retribution sufficient to coerce a reasonable person of ordinary susceptibilities to perform an act which otherwise would not have been performed,
or acquiesce in an act to which one otherwise would not have submitted. The total circumstances, including the age of the victim, and his or her relationship to the defendant, are factors to consider in appraising the existence of duress.

(c) As used in this section, "menace" means any threat, declaration, or act which shows an intention to inflict an injury upon another.

261.5. (a) Unlawful sexual intercourse is an act of sexual intercourse accomplished with a person who is not the spouse of the perpetrator, if the person is a minor. For the purposes of this section, a "minor" is a person under the age of 18 years and an "adult" is a person who is at least 18 years of age.

261.6. In prosecutions under Section 261, 262, 286, 288a, or 289, in which consent is at issue, "consent" shall be defined to mean positive cooperation in act or attitude pursuant to an exercise of free will. The person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved.

261.7. In prosecutions under Section 261, 262, 286, 288a, or 289, in which consent is at issue, evidence that the victim suggested, requested, or otherwise communicated to the defendant that the defendant use a condom or other birth control device, without additional evidence of consent, is not sufficient to constitute consent.

261.9. (a) Any person convicted of seeking to procure or procuring the sexual services of a prostitute in violation of subdivision (b) of Section 647, if the prostitute is under 18 years of age, shall be ordered by the court, in addition to any other penalty or fine imposed, to pay an additional fine in an amount not to exceed twenty-five thousand dollars ($25,000).

262. (a) Rape of a person who is the spouse of the perpetrator is an act of sexual intercourse accomplished under any of the following circumstances:

(1) Where it is accomplished against a person's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the person or another.

(2) Where a person is prevented from resisting by any intoxicating or anesthetic substance, or any controlled substance, and this condition was known, or reasonably should have been known, by the accused.

(3) Where a person is at the time unconscious of the nature of the act, and this is known to the accused. As used in this paragraph, "unconscious of the nature of the act" means incapable of resisting because the victim meets one of the following conditions:

(A) Was unconscious or asleep.

(B) Was not aware, knowing, perceiving, or cognizant that the act occurred.
(C) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraud in fact.

(4) Where the act is accomplished against the victim's will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat. As used in this paragraph, "threatening to retaliate" means a threat to kidnap or falsely imprison, or to inflict extreme pain, serious bodily injury, or death.

(5) Where the act is accomplished against the victim's will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official. As used in this paragraph, "public official" means a person employed by a governmental agency who has the authority, as part of that position, to incarcerate, arrest, or deport another. The perpetrator does not actually have to be a public official.

(b) As used in this section, "duress" means a direct or implied threat of force, violence, danger, or retribution sufficient to coerce a reasonable person of ordinary susceptibilities to perform an act which otherwise would not have been performed, or acquiesce in an act to which one otherwise would not have submitted. The total circumstances, including the age of the victim, and his or her relationship to the defendant, are factors to consider in appraising the existence of duress.

(c) As used in this section, "menace" means any threat, declaration, or act that shows an intention to inflict an injury upon another.

(d) If probation is granted upon conviction of a violation of this section, the conditions of probation may include, in lieu of a fine, one or both of the following requirements:

(1) That the defendant make payments to a battered women's shelter, up to a maximum of one thousand dollars ($1,000).

(2) That the defendant reimburse the victim for reasonable costs of counseling and other reasonable expenses that the court finds are the direct result of the defendant's offense.

For any order to pay a fine, make payments to a battered women's shelter, or pay restitution as a condition of probation under this subdivision, the court shall make a determination of the defendant's ability to pay. In no event shall any order to make payments to a battered women's shelter be made if it would impair the ability of the defendant to pay direct restitution to the victim or court-ordered child support. Where the injury to a married person is caused in whole or in part by the criminal acts of his or her spouse in violation of this section, the community property may not be used to discharge the liability of the offending spouse for restitution to the injured spouse, required by Section 1203.04, as operative on or before August 2, 1995, or Section 1202.4, or to a shelter for costs with regard to
the injured spouse and dependents, required by this section, until all separate property of the offending spouse is exhausted.

263. The essential guilt of rape consists in the outrage to the person and feelings of the victim of the rape. Any sexual penetration, however slight, is sufficient to complete the crime.

**Domestic Violence:** The term “domestic violence” means:

1) Felony or misdemeanor crimes of violence committed—

   (i) By a current or former spouse or intimate partner of the victim;

   (ii) By a person with whom the victim shares a child in common;

   (iii) By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;

   (iv) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or

   (v) By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

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

**Domestic Violence** in the state of California is defined under the following Penal Code Sections:

273ab. (a) Any person, having the care or custody of a child who is under eight years of age, who assaults the child by means of force that to a reasonable person would be likely to produce great bodily injury, resulting in the child’s death, shall be punished by imprisonment in the state prison for 25 years to life. Nothing in this section shall be construed as affecting the applicability of subdivision (a) of Section 187 or Section 189.

   (b) Any person, having the care or custody of a child who is under eight years of age, who assaults the child by means of force that to a reasonable person would be likely to produce great bodily injury, resulting in the child becoming comatose due to brain injury or suffering paralysis of a permanent nature, shall be punished by imprisonment in the state prison for life with the possibility of parole. As used in this subdivision, "paralysis" means a major or complete loss of motor function resulting from injury to the nervous system or to a muscular mechanism.

273d. (a) Any person who willfully inflicts upon a child any cruel or inhuman
corporal punishment or an injury resulting in a traumatic condition is guilty of a felony and shall be punished by imprisonment pursuant to subdivision (h) of Section 1170 for two, four, or six years, or in a county jail for not more than one year, by a fine of up to six thousand dollars ($6,000), or by both that imprisonment and fine.

(b) Any person who is found guilty of violating subdivision (a) shall receive a four-year enhancement for a prior conviction of that offense provided that no additional term shall be imposed under this subdivision for any prison term or term imposed under the provisions of subdivision (h) of Section 1170 served prior to a period of 10 years in which the defendant remained free of both the commission of an offense that results in a felony conviction and prison custody or custody in a county jail under the provisions of subdivision (h) of Section 1170.

(c) If a person is convicted of violating this section and probation is granted, the court shall require the following minimum conditions of probation:

1. A mandatory minimum period of probation of 36 months.

2. A criminal court protective order protecting the victim from further acts of violence or threats, and, if appropriate, residence exclusion or stay-away conditions.

3. (A) Successful completion of no less than one year of a child abuser's treatment counseling program. The defendant shall be ordered to begin participation in the program immediately upon the grant of probation. The counseling program shall meet the criteria specified in Section 273.1. The defendant shall produce documentation of program enrollment to the court within 30 days of enrollment, along with quarterly progress reports.

   (B) The terms of probation for offenders shall not be lifted until all reasonable fees due to the counseling program have been paid in full, but in no case shall probation be extended beyond the term provided in subdivision (a) of Section 1203.1. If the court finds that the defendant does not have the ability to pay the fees based on the defendant's changed circumstances, the court may reduce or waive the fees.

4. If the offense was committed while the defendant was under the influence of drugs or alcohol, the defendant shall abstain from the use of drugs or alcohol during the period of probation and shall be subject to random drug testing by his or her probation officer.

5. The court may waive any of the above minimum conditions of probation upon a finding that the condition would not be in the best interests of justice. The court shall state on the record its reasons for any waiver.

273.5. (a) Any person who willfully inflicts corporal injury resulting in a traumatic condition upon a victim described in subdivision (b) is guilty of a felony, and upon conviction thereof shall be punished by imprisonment in the state prison for two,
three, or four years, or in a county jail for not more than one year, or by a fine of up to six thousand dollars ($6,000) or by both that fine and imprisonment.

(b) Subdivision (a) shall apply if the victim is or was one or more of the following:

(1) The offender's spouse or former spouse.

(2) The offender's cohabitant or former cohabitant.

(3) The offender's fiancé or fiancée, or someone with whom the offender has, or previously had, an engagement or dating relationship, as defined in paragraph (10) of subdivision (f) of Section 243.

(4) The mother or father of the offender's child.

(c) Holding oneself out to be the husband or wife of the person with whom one is cohabiting is not necessary to constitute cohabitation as the term is used in this section.

(d) As used in this section, "traumatic condition" means a condition of the body, such as a wound, or external or internal injury, including, but not limited to, injury as a result of strangulation or suffocation, whether of a minor or serious nature, caused by a physical force. For purposes of this section, "strangulation" and "suffocation" include impeding the normal breathing or circulation of the blood of a person by applying pressure on the throat or neck.

(e) For the purpose of this section, a person shall be considered the father or mother of another person's child if the alleged male parent is presumed the natural father under Sections 7611 and 7612 of the Family Code.

**Dating Violence:** The term "dating violence" means violence committed by a person

1) Who is or has been in a social relationship of a romantic or intimate nature with the victim and

2) The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition-

(i) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

(ii) Dating violence does not include acts covered under the definition of domestic violence.

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

**Dating Violence** is defined under California Penal Code as the following:

13700. As used in this title:

(a) "Abuse" means intentionally or recklessly causing or attempting to cause bodily injury, or placing another person in reasonable apprehension of imminent serious bodily injury to himself or herself, or another.

(b) "Domestic violence" means abuse committed against an adult or a minor who is a spouse, former spouse, cohabitant, former cohabitant, or person with whom the suspect has had a child or is having or has had a **dating** or engagement relationship. For purposes of this subdivision, "cohabitant" means two unrelated adult persons living together for a substantial period of time, resulting in some permanency of relationship. Factors that may determine whether persons are cohabiting include, but are not limited to, (1) sexual relations between the parties while sharing the same living quarters, (2) sharing of income or expenses, (3) joint use or ownership of property, (4) whether the parties hold themselves out as husband and wife, (5) the continuity of the relationship, and (6) the length of the relationship.

(c) "Officer" means any officer or employee of a local police department or sheriff's office, and any peace officer of the Department of the California Highway Patrol, the Department of Parks and Recreation, the University of California Police Department, or the California State University and College Police Departments, as defined in Section 830.2, a peace officer of the Department of General Services of the City of Los Angeles, as defined in subdivision (c) of Section 830.31, a housing authority patrol officer, as defined in subdivision (d) of Section 830.31, or a peace officer as defined in subdivisions (a) and (b) of Section 830.32.

(d) "Victim" means a person who is a victim of domestic violence.

**Stalking:** The term "stalking" means

1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

   (i) Fear for the person’s safety or the safety of others; or

   (ii) Suffer substantial emotional distress.

2) For the purposes of this definition—

   (i) Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveys, threatens, or communicates to or about, a person, or interferes with a person’s property.
(ii) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

(iii) Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.

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

**Stalking** is defined under the California Penal Code as the following:

646.9. (a) Any person who willfully, maliciously, and repeatedly follows or willfully and maliciously harasses another person and who makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her immediate family is guilty of the crime of stalking, punishable by imprisonment in a county jail for not more than one year, or by a fine of not more than one thousand dollars ($1,000), or by both that fine and imprisonment, or by imprisonment in the state prison.

(b) Any person who violates subdivision (a) when there is a temporary restraining order, injunction, or any other court order in effect prohibiting the behavior described in subdivision (a) against the same party, shall be punished by imprisonment in the state prison for two, three, or four years.

(c) (1) Every person who, after having been convicted of a felony under Section 273.5, 273.6, or 422, commits a violation of subdivision (a) shall be punished by imprisonment in a county jail for not more than one year, or by a fine of not more than one thousand dollars ($1,000), or by both that fine and imprisonment, or by imprisonment in the state prison for two, three, or five years.

(2) Every person who, after having been convicted of a felony under subdivision (a), commits a violation of this section shall be punished by imprisonment in the state prison for two, three, or five years.

(d) In addition to the penalties provided in this section, the sentencing court may order a person convicted of a felony under this section to register as a sex offender pursuant to Section 290.006.

(e) For the purposes of this section, "harasses" means engages in a knowing and willful course of conduct directed at a specific person that seriously alarms, annoys, torments, or terrorizes the person, and that serves no legitimate purpose.

(f) For the purposes of this section, "course of conduct" means two or more acts occurring over a period of time, however short, evidencing a continuity of purpose. Constitutionally protected activity is not included within the meaning of "course of conduct."
(g) For the purposes of this section, "credible threat" means a verbal or written threat, including that performed through the use of an electronic communication device, or a threat implied by a pattern of conduct or a combination of verbal, written, or electronically communicated statements and conduct, made with the intent to place the person that is the target of the threat in reasonable fear for his or her safety or the safety of his or her family, and made with the apparent ability to carry out the threat so as to cause the person who is the target of the threat to reasonably fear for his or her safety or the safety of his or her family. It is not necessary to prove that the defendant had the intent to actually carry out the threat. The present incarceration of a person making the threat shall not be a bar to prosecution under this section. Constitutionally protected activity is not included within the meaning of "credible threat."

(h) For purposes of this section, the term "electronic communication device" includes, but is not limited to, telephones, cellular phones, computers, video recorders, fax machines, or pagers.

"Electronic communication" has the same meaning as the term defined in Subsection 12 of Section 2510 of Title 18 of the United States Code.

(i) This section shall not apply to conduct that occurs during labor picketing.

(j) If probation is granted, or the execution or imposition of a sentence is suspended, for any person convicted under this section, it shall be a condition of probation that the person participate in counseling, as designated by the court. However, the court, upon a showing of good cause, may find that the counseling requirement shall not be imposed.

(k) (1) The sentencing court also shall consider issuing an order restraining the defendant from any contact with the victim, that may be valid for up to 10 years, as determined by the court. It is the intent of the Legislature that the length of any restraining order be based upon the seriousness of the facts before the court, the probability of future violations, and the safety of the victim and his or her immediate family.

(2) This protective order may be issued by the court whether the defendant is sentenced to state prison, county jail, or if imposition of sentence is suspended and the defendant is placed on probation.

(l) For purposes of this section, "immediate family" means any spouse, parent, child, any person related by consanguinity or affinity within the second degree, or any other person who regularly resides in the household, or who, within the prior six months, regularly resided in the household.

(m) The court shall consider whether the defendant would benefit from treatment pursuant to Section 2684. If it is determined to be appropriate, the court shall recommend that the Department of Corrections and Rehabilitation make a certification as provided in Section 2684. Upon the certification, the defendant shall
be evaluated and transferred to the appropriate hospital for treatment pursuant to Section 2684.
For the 2012 calendar year, UCSF began to report Clery statistics for three separate campuses: Parnassus, Mission Bay, and Mount Zion. All previous years show one core campus for Parnassus.

In 2011, 2012 and 2013 no fire incidents met the Fire Incident Reporting Requirements for the Parnassus Campus.

In 2011, 2012, and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, or forcible sex offenses, non-forcible. Due to the confidential nature of the reporting, the violations listed are University-wide and not associated with any given Campus location.

Please note the new “university alcohol and drug policy violation” section. This information was gathered to comply with the 2008 reauthorization of the Higher Education Act. Due to the confidential nature of the reporting, the violations listed are University-wide and not associated with any given Campus location.

(1) Local police statistics provided by the San Francisco Police Department. (2) Local police statistics provided by the San Francisco County Sheriff’s Department.

There were 2 drug policy violations in 2013 which resulted in the following sanctions:

(1) Employee was placed on investigatory leave and received disciplinary action for impairment while on duty.

There were 1 alcohol policy violation in 2013 which resulted in the following sanction:

Employee was placed on investigatory leave. Employee was sent for substance abuse screening and tested negative for drugs. Employee returned to work and was issued disciplinary action for impairment while on duty.

* In 2011, 2012, and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, or forcible sex offenses, non-forcible.

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**Reporting Requirements for the Mission Bay Campus.**

* In 2013 there was one fire at an on-campus housing location (Mission Bay North). See the 2014-2015 Annual Fire Safety Report for more information. In 2011 and 2012 no fire incidents met the Fire Incident Definition. In 2011 and 2012 there were no arson incidents reported.

* In 2011, 2012, and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

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* In 2013 there was one fire at an on-campus housing location (Mission Bay North). See the 2014-2015 Annual Fire Safety Report for more information. In 2011 and 2012 no fire incidents met the Fire Incident Definition. In 2011 and 2012 there were no arson incidents reported.

* In 2011, 2012, and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

* In 2013 there was one fire at an on-campus housing location (Mission Bay North). See the 2014-2015 Annual Fire Safety Report for more information. In 2011 and 2012 no fire incidents met the Fire Incident Definition. In 2011 and 2012 there were no arson incidents reported.

* In 2011, 2012, and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

* In 2013 there was one fire at an on-campus housing location (Mission Bay North). See the 2014-2015 Annual Fire Safety Report for more information. In 2011 and 2012 no fire incidents met the Fire Incident Definition. In 2011 and 2012 there were no arson incidents reported.

* In 2011, 2012, and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

* In 2013 there was one fire at an on-campus housing location (Mission Bay North). See the 2014-2015 Annual Fire Safety Report for more information. In 2011 and 2012 no fire incidents met the Fire Incident Definition. In 2011 and 2012 there were no arson incidents reported.

* In 2011, 2012, and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

* In 2013 there was one fire at an on-campus housing location (Mission Bay North). See the 2014-2015 Annual Fire Safety Report for more information. In 2011 and 2012 no fire incidents met the Fire Incident Definition. In 2011 and 2012 there were no arson incidents reported.

* In 2011, 2012, and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.
For the 2012 calendar year, UCSF began to report Clery statistics for three separate campuses: Parnassus, Mission Bay, and Mount Zion. All previous years show one core campus for Parnassus.

* In 2011, 2012 and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

* Please note the new "university alcohol and drug policy violation" section. This information was gathered to comply with the 2008 reauthorization of the Higher Education Act. Due to the confidential nature of the reporting, the violations listed are University-wide and not associated with any given Campus location.

There were 1 alcohol policy violation in 2013 which resulted in the following sanction:

Employee was placed on investigatory leave. Employee was sent for substance abuse screening and tested negative for drugs. Employee returned to work and was issued disciplinary action for impairment while on duty.

There were 2 drug policy violations in 2013 which resulted in the following sanctions:

1. Employee was placed on investigatory leave and received disciplinary action for impairment while on duty in the form of a Return to Work Agreement;
2. Employee was placed on investigatory leave and received disciplinary action for impairment while on duty in the form of a Return to Work Agreement.

* In 2011, 2012 and 2013, no fire incidents met the Fire Incident Reporting Requirements for the Mount Zion Campus.

** For the 2012 calendar year, UCSF began to report Clery statistics for three separate campuses: Parnassus, Mission Bay, and Mount Zion. All previous years show one core campus for Parnassus.

### 2013 UCSF Clery Crime Statistics - Mt. Zion Campus

<table>
<thead>
<tr>
<th>Crime Category</th>
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<th>Non Campus Property</th>
<th>Public Property</th>
<th>On Campus Residence</th>
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(1) Local police statistics provided by the San Francisco Police Department.

(2) Local police statistics provided by the San Francisco County Sheriff's Department.

Liquor Law Violations Referred for Disciplinary Action

Drug Law Violations Referred for Disciplinary Action

Illegal Weapons Possession Violations Referred for Disciplinary Action

Hate Crime

Fire Reporting

Reported to UCPD

Reported to SF PD (1)

Reported to Non-Police

SUB-TOTAL

Reported to UCPD

Reported to SF PD (1)

Reported to Non-Police

SUB-TOTAL

SUB-TOTAL

SUB-TOTAL

ON POLICE

SUB-TOTAL

GRAND TOTAL

Reported to UCPD

Reported to SF PD (1)

Reported to Non-Police

Section TOTAL
### 2013 UCSF Clery Crime Statistics - Fresno

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<td>Hate Crime</td>
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Note: This statistics page was added in fall 2017, when UCSF Fresno was first reported as a separate campus. The crimes listed above were originally reported for the Parnassus campus as noncampus property.

* In 2011, 2012, and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

** For the 2012 calendar year, UCSF began to report Clery statistics for three separate campuses: Parnassus, Mission Bay, and Mount Zion. All previous years show one core campus for Parnassus.
### 2012 UCSF Clery Crime Statistics - Parnassus Campus

<table>
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<tr>
<th>Category</th>
<th>All On Campus Property</th>
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<th>Public Property</th>
<th>On Campus Residence</th>
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<td>Reported to Non-Police</td>
<td>SUB-TOTAL</td>
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(1) Local police statistics provided by the San Francisco Police Department.

(2) Local police statistics provided by the San Francisco County Sheriff’s Department.

* Please note the new “university alcohol and drug policy violation” section. This information was gathered to comply with the 2008 reauthorization of the Higher Education Act.

* There were 3 alcohol policy violations in 2012 which resulted in the following sanctions: (1) employee held out of service for one shift and issued disciplinary action; (2) employee placed on investigatory leave and later dismissed; (3) employee placed on investigatory leave and later resigned.

* There were 4 drug policy violations in 2012 which resulted in the following sanctions: (1) employee placed on investigatory leave and later dismissed; (2) Employee placed on investigatory leave and later dismissed; (3) Employee failed to meet terms of Return to Work Agreement and was released; (4) Employee placed on investigatory leave and later dismissed.

* In 2010, 2011, and 2012, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

* In 2010, 2011, and 2012 no fire incidents met the Fire Incident Reporting Requirements.

** For the 2012 calendar year, UCSF began to report Clery statistics for three separate campuses: Parnassus, Mission Bay, and Mount Zion. All previous years show one core campus for Parnassus.
### 2012 UCSF Clery Crime Statistics - Mission Bay Campus

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</table>

**Note:**
- **Local police statistics provided by the San Francisco Police Department.**
- **Local police statistics provided by the San Francisco County Sheriff's Department.**

*Please note the new "university alcohol and drug policy violation" section. This information was gathered to comply with the 2008 reauthorization of the Higher Education Act.

There were 3 alcohol policy violations in 2012 which resulted in the following sanctions:
1. Employee held out of service for one shift and issued disciplinary action;
2. Employee placed on investigatory leave and later dismissed;
3. Employee placed on investigatory leave and later resigned.

There were 4 drug policy violations in 2012 which resulted in the following sanctions:
1. Employee placed on investigatory leave and later dismissed;
2. Employee placed on investigatory leave and later dismissed;
3. Employee failed to meet terms of Return to Work Agreement and was released;
4. Employee placed on investigatory leave and later dismissed.

*In 2010, 2011, and 2012, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.**

*In 2010, 2011, and 2012 no fire incidents met the Fire Incident Reporting Requirements.**

**For the 2012 calendar year, UCSF began to report Clery statistics for three separate campuses: Parnassus, Mission Bay, and Mount Zion. All previous years show one core campus for Parnassus.**
For the 2012 calendar year, UCSF began to report Clery statistics for three separate campuses: Parnassus, Mission Bay, and Mount Zion. All previous years show one core campus for Parnassus.

* In 2010, 2011, and 2012 no fire incidents met the Fire Incident Reporting Requirements.

* In 2010, 2011, and 2012 no hate crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

Please note the new “university alcohol and drug policy violation” section. This information was gathered to comply with the 2008 reauthorization of the Higher Education Act.

| Sex Offenses, Non-F forcible (TOTAL) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSES, FORCIBLE (TOTAL) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Incendies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Statutory Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Liquor Law Violations/Refused for Disciplinary Action | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Violations/Refused for Disciplinary Action | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Megan W/ Persons/Provisional Arrests | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Alleged Weapons Possession Violations/Refused for Disciplinary Action | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hate Crime | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fire Reporting | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

(1) Local police statistics provided by the San Francisco Police Department.
(2) Local police statistics provided by the San Francisco County Sheriff's Department.

* Please note the new “university alcohol and drug policy violation” section. This information was gathered to comply with the 2008 reauthorization of the Higher Education Act.

There were 3 alcohol policy violations in 2012 which resulted in the following sanctions:
1. Employee held out of service for one shift and issued disciplinary action; 2. Employee placed on investigatory leave and later dismissed; 3. Employee placed on investigatory leave and later resigned.

There were 4 drug policy violations in 2012 which resulted in the following sanctions:
1. Employee placed on investigatory leave and later dismissed; 2. Employee placed on investigatory leave and later dismissed; 3. Employee failed to meet terms of Return to Work Agreement and was released; 4. Employee placed on investigatory leave and later dismissed.

* In 2010, 2011, and 2012, there were no hate crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

* In 2010, 2011, and 2012 no fire incidents met the Fire Incident Reporting Requirements.

** For the 2012 calendar year, UCSF began to report Clery statistics for three separate campuses: Parnassus, Mission Bay, and Mount Zion. All previous years show one core campus for Parnassus.
### 2012 UCSF Clery Crime Statistics - Fresno

<table>
<thead>
<tr>
<th>Category</th>
<th>All On Campus Property</th>
<th>Non Campus Property</th>
<th>Public Property</th>
<th>GRAND TOTAL</th>
<th>On Campus Residence</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Reported to UCPD</td>
<td>Reported to Fresno PD</td>
<td>Reported to Non-Police</td>
<td>SUB-TOTAL</td>
<td>Reported to UCPD</td>
</tr>
<tr>
<td>Murder/Non-Negligent Manslaughter</td>
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<td>0</td>
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<td>Robbery</td>
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<td><strong>SEX OFFENSES, NON-FORCIBLE (TOTAL)</strong></td>
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<tr>
<td>Incest</td>
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<td>Liquor Law Violations Referred for Disciplinary Action</td>
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**Note:** This statistics page was added in fall 2017, when UCSF Fresno was first reported as a separate campus. The Clery crimes listed above were originally reported for the Parnassus campus as noncampus property.

* In 2011, 2012, and 2013, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, and vandalism.

** For the 2012 calendar year, UCSF began to report Clery statistics for three separate campuses: Parnassus, Mission Bay, and Mount Zion. All previous years show one core campus for Parnassus.
### 2011 UCSF Clery Crime Statistics

<table>
<thead>
<tr>
<th></th>
<th>All On Campus Property</th>
<th>Non Campus Property</th>
<th>Public Property</th>
<th>On Campus Residence</th>
<th>Section TOTAL</th>
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<tr>
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<td>Reported to UCPD</td>
<td>Reported to SFPD (1)</td>
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</tr>
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<tr>
<td>Incest</td>
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<tr>
<td>Statutory Rape</td>
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</tr>
<tr>
<td>Liquor Law Arrests</td>
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<td>0</td>
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</tbody>
</table>

(1) Local police statistics provided by the San Francisco Police Department.

(2) Local police statistics provided by the San Francisco County Sheriff's Department.

*Please note the new "university alcohol and drug policy violation" section. This information was gathered to comply with the 2008 reauthorization of the Higher Education Act.
There were (2) two alcohol policy violations in 2011 which resulted in the following sanctions: (1) letter of warning and (1) medical leave for treatment of alcohol abuse.
There were (4) four drug policy violations in 2011 which resulted in the following sanctions: (1) resignation with no sanction, (2) dismissals, (1) notice of intent to dismiss.

*In 2009, 2010, and 2011, there were no Hate Crimes under the categories criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault.


* In 2011 there was one motor vehicle theft at UCSF Fresno.