

Public Information

The IU Kokomo Office of Safety and Security works closely with news media, including student publications, to publicize crimes and criminal investigations. The office releases a monthly summary of reported crimes to news media, students, and others who request the information. Daily activity logs are open to the public for inspection.

Emergency Procedures

FIRE—EVACUATE THE BUILDING IMMEDIATELY UPON HEARING THE FIRE ALARM OR UPON VERBAL INSTRUCTIONS FROM UNIVERSITY OR FIRE OFFICIALS.

1. Have a plan. Think ahead—know how you would escape the building if there was a fire.
2. If you know of disabled people in your area, assist them if you can.
3. Do not use elevators as an escape route. If the electricity is short-circuited, you could be trapped.
4. If there is smoke in the hallway, or the room you are in, drop to the floor and crawl toward the exit.
5. If you have to go through a closed door to escape, feel it first. If it is hot, do not open it.
6. If you are trapped in a closed room, try to seal the cracks around the doors to keep the smoke out. Stay close to the floor where there is fresh air.
7. If you are in a room with a window, try to signal to someone outside. Do not jump if you are higher than two floors.

SEVERE WEATHER—A TORNADO WATCH means that weather conditions are such that tornados can occur. A TORNADO WARNING means that a tornado has been sighted, and you should move to a place of safety immediately. Once in a safe location, kneel and protect face with hands, jacket, etc.

1. **MAIN BUILDING**—All persons should move to either of the north/south corridors in the basement, away from windows and other glass.
2. **EAST BUILDING**—All persons should move to the first floor hallway, away from windows and other glass. Doors should be closed on each end of the hall.
3. **OBSERVATORY BUILDING**—All persons should move away from the outside wall and stay close to the inside wall.

4. **KELLEY STUDENT CENTER**—All persons should move to Rooms 130 A,B,C. (See Library.)
5. **LITTLE LEARNERS CHILD CARE CENTER (KELLEY STUDENT CENTER)**—All persons should move to the restrooms within the child care center.
6. **CONTINUING EDUCATION AND EARLY OUTREACH**—All persons should move to the corridors and away from windows.
7. **LIBRARY**—All persons should move to the basement.
8. **KRESGE AUDITORIUM**—Persons in Kresge Auditorium should also go to the library basement.
9. **HUNT HALL**—All persons should move to the basement.

EARTHQUAKE—Kokomo, Indiana, is classified as a Zone VIII area. In a Zone VIII area, earthquake damage usually results from falling objects. Plaster, paintings, light fixtures, high book shelves, bricks, vending machines, furniture, and broken glass pose the most danger. Follow these simple instructions:

1. Stay away from windows, mirrors, and chimneys.
2. Get under something sturdy, such as a desk or door archway.
3. If outside, avoid buildings, walls, and power lines.

Traffic Accidents on Campus Property

Any accident involving a motor vehicle on IU Kokomo property must be reported to the Office of Safety and Security, Kelley Student Center, Room 107, (765) 455-9363 or Ext. 363. This office is open Monday–Friday, 8 a.m.–10:30 p.m.; Saturdays, 8 a.m.–5 p.m.; and Sundays, 1–6 p.m. During the hours that the office is closed and on holidays, report accidents to the Physical Plant Department in the Main Building, (765) 455-9273.

1. **INFORMATION NEEDED FOR PROPERTY DAMAGE AND PERSONAL INJURY REPORTS**—Record driver's name(s), license number(s), time of accident, and description of injuries, if known.
2. **EMERGENCY ASSISTANCE**—In case of personal injury, seek immediate assistance from the Welcome Center, Office of Safety and Security, Physical Plant personnel, or any university employee during the times noted above. If you feel the injury is life-threatening, go to the nearest telephone and dial 911 for assistance.

Personal Emergencies

University staff are not responsible for contacting students on campus in personal emergency situations. The campus does not have a public address system. All students should provide class information (days and times) to a relative, friend, baby-sitter, etc., so that direct contact can be made by one of the parties listed, if necessary. Limited assistance can be provided by the IU Kokomo Office of Student Services at (765) 455-9214 on Mondays, Thursdays, and Fridays, 8 a.m.–5 p.m., and Tuesdays and Wednesdays, 8 a.m.–6 p.m.

Emergency Procedures for Students with Disabilities

SEVERE WEATHER AND EMERGENCY EVACUATION PROCEDURES—If severe weather should occur, evacuate to an area of safety.

The designated safety areas are

CONTINUING EDUCATION AND EARLY OUTREACH—Internal hall or inside a room away from glass

EAST BUILDING—First floor hallway

HUNT HALL—Basement

KELLEY STUDENT CENTER—First floor, Room 130 A,B,C

MAIN BUILDING—Basement

Security and the Physical Plant staff will be available to assist anyone who cannot make it to the safety areas during an emergency.

Because of the unexpected problems that can occur during an emergency, the university encourages all students with disabilities to move to the designated areas listed below and wait for assistance.

Assistance Areas

CONTINUING EDUCATION AND EARLY OUTREACH—Please request assistance from office personnel.

EAST BUILDING—Third or second floor stairway

HUNT HALL—Second or first floor stairway

KELLEY STUDENT CENTER—Second floor stairway

LIBRARY—Any stairway exit, second floor, or front desk area, first floor

MAIN BUILDING—Second or first floor stairway

OBSERVATORY—Restrooms in the center of the building



INDIANA UNIVERSITY KOKOMO

Purdue University College
of Technology Kokomo

Safety and Security 2006–2007 INFORMATION and POLICY GUIDE

Office of Safety and Security
2300 South Washington Street
Kokomo, Indiana

This brochure is provided in compliance
with the Crime Awareness and
Campus Security Act of 1990.

Indiana University Kokomo is concerned with the safety and welfare of all students, faculty, and staff. We are also committed to providing a safe and secure environment. The IU Kokomo administration accepts the responsibility to employ security measures that ensure the safety and well-being of its students, staff, and guests.

Maintenance of Facilities and Access

The Physical Plant Department maintains university buildings and grounds with a concern for safety and security. Its members inspect campus facilities regularly, promptly make repairs affecting safety and security, and respond to reports of potential safety and security hazards.

Most campus buildings and facilities are accessible to members of the campus community and to guests and visitors during normal business hours—Monday–Friday and for limited designated hours on Saturdays and Sundays when the university is in normal operation. (This excludes most holidays.)

Campus Residences

There are no residence halls at Indiana University Kokomo.

Escort Service

An escort service is available to students, faculty, and staff Monday–Friday, 8 a.m.–7 p.m., by contacting the Welcome Center, (765) 453-2000. Escorts needed after 7 p.m. and on weekends should be prearranged through the Office of Safety and Security, Ext. 363, or the Physical Plant Department, Ext. 273. (Let it ring; personnel might not be near the telephone.)

Campus Police

Campus safety and security officials at IU Kokomo are vested with full law enforcement powers and responsibilities, identical to those of local police and sheriff’s departments. In addition, these officers have the power to assist university officials in the enforcement of the rules and regulations of the institution. The Office of Safety and Security maintains a close working relationship with all appropriate law enforcement agencies and elements of the criminal justice system. Security staff also meet regularly with other agencies, both on a formal and informal basis. Crime-related reports and statistics are routinely exchanged.

Reporting of Crimes and Emergencies

Students, faculty, staff, and guests of the university are encouraged to report emergencies and criminal activity to

Office of Safety and Security

Main Building, Room 113, (765) 455-9363 or Ext. 363
Hours: Monday–Friday, 8 a.m.–10:30 p.m.; Saturdays, 8 a.m.–5 p.m.; and Sundays, 1–6 p.m.

Physical Plant

Main Building, (765) 455-9273 or Ext. 273

Welcome Center

Kelley Student Center, (765) 453-2000 or Ext. 654

Kokomo Police Department

(765) 459-5101 or 911

It is the policy of Indiana University Kokomo to see that any criminal action or complaint be pursued to the fullest extent of the law or the disciplinary procedures of the university.

House Phones and Emergency Callboxes

Emergency assistance can be reached free of charge, via campus house phones. They are located in the Kelley Student Center by Little Learners Child Care Center, first floor; East Building, first floor by elevator; Continuing Studies, inside main door; Main Building, central entrance and south of Courtyard; Hunt Hall, atrium; Early Outreach Building; Library, inside first floor; Alumni Hall, hallway west of Cole Room.

Eight emergency callboxes are attached to lampposts in the IU Kokomo parking lots. Pushing the button on the front of a callbox activates two-way radio contact with the Office of Safety and Security. Between 10 p.m. and 8 a.m., Kokomo Police Department 911 dispatchers will answer calls from the boxes and send officers to the scene, if needed.

Drug and Alcohol Policy

The university complies with federal, state, and local laws, including those which regulate the possession, use, and sale of alcoholic beverages and controlled substances. Under the drug and alcohol policies of IU Kokomo, the following actions are prohibited on the IU Kokomo campus and at university-sponsored activities:

1. Use or possession of alcoholic beverages on university property or in the course of a university activity or student organization activity, unless specifically approved for such purpose by the chancellor of this campus.
2. Providing alcoholic beverages to individuals under 21 years of age or possession of alcoholic beverages by individuals under 21 years of age.

3. Use or possession of any drug or controlled substance, or of drug paraphernalia, on university property or in the course of a university activity or student organization activity contrary to law.

4. Use of the university facilities to manufacture, possess, or distribute any drug or controlled substance contrary to law.

The Student Code of Ethics Handbook details offenses and disciplinary policies for students. Sanctions under university procedures include probation, suspension, and dismissal from the institution.

The university also assists its members in finding alternatives to alcohol and drug use for social interaction and stress reduction. The university offers individual assessment and referral to resources on and off campus.

For assistance with substance abuse problems or concerns, call the director of University Division, (765) 455-9309 or Ext. 309.

Crime Prevention

Campus safety and security officials believe that most violations committed on campus are preventable. As part of the university’s educational mission, the Office of Safety and Security conducts seminars each semester on personal safety and security, rape prevention, drug and alcohol awareness, and burglary prevention. Information on crime prevention will be provided regularly to students and employees through bulletins, brochures, and the campus newspaper.

Crime Statistics

	2004–2005	2005–2006
Murder	0	0
Non-Negligent Manslaughter	0	0
Negligent Manslaughter	0	0
Forcible Sex Offenses	0	0
Non-Forcible Sex Offenses	0	0
Robbery	0	0
Burglary	0	0
Aggravated Assault	0	0
Motor Vehicle Theft	3	0
Arson	0	0
Liquor Law Violations	0	0
Drug Law Violations	0	0
Weapons Possessions	0	0

Persons Referred for Campus Disciplinary Action

	2004–2005	2005–2006
Liquor Law Violations		
Action	0	0
Arrest	0	0
Drug Law Violations		
Action	0	0
Arrest	0	0
Weapons Possession		
Action	0	0
Arrests	0	0

Sex Offense Policy

Several seminars are offered each semester on rape and sexual harassment awareness.

Forcible sex offenses are rapes or any physical sexual violence. If you are a victim of a rape, you should try to preserve all physical evidence, notify the local police or campus safety and security officer, and get medical attention as soon as possible.

Non-forcible sex offenses—sex offenses that do not involve a rape or sexual violence—should be reported to the Vice Chancellor for Student Services, the affirmative action officer, or the campus safety and security officer.

If a situation occurs, a formal complaint should be turned in to the Vice Chancellor for Student Services, the affirmation action officer, or the campus safety and security officer for investigation. After an investigation of the complaint, it will be sent to a grievance commission to determine if a hearing is necessary.

Disciplinary actions for campus sex offenders range from a written reprimand to immediate dismissal, depending on the severity of the offense. Contact any one of these people if you think you’ve been the victim of a sex offense or of sexual harassment:

Vice Chancellor for Student Services

Jack Tharp, (765) 455-9214 or Ext. 214

Affirmative Action Officer

Gerry Stroman, (765) 455-9529 or Ext. 529

Campus Safety and Security Officer

Rick Wolf, (765) 455-9363 or Ext. 363

Weapons Possession

The unapproved possession, use or sale of firearms, ammunition, fireworks, major or minor explosives, or any lethal weapons on the IU Kokomo campus is forbidden and subject to college discipline as well as criminal sanctions.