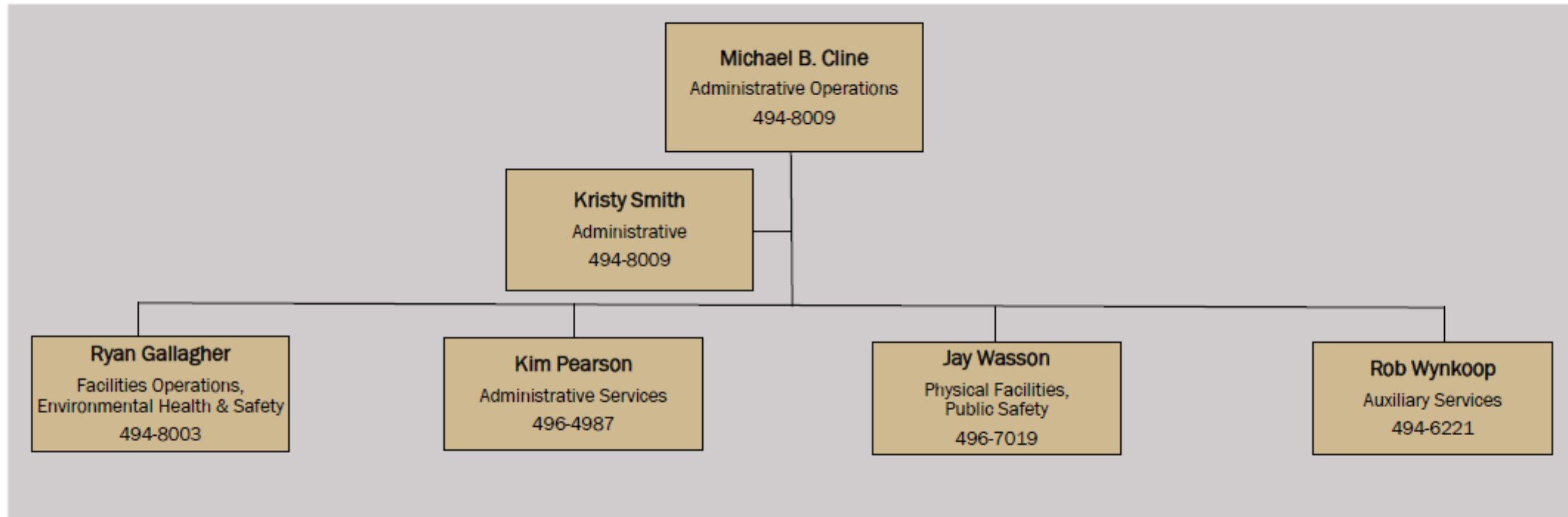


CAMPUS SAFETY NEW FACULTY ORIENTATION

Jay Wasson

Vice President for Physical Facilities and Chief Public Safety Officer

Administrative Operations Functional Org Chart



Admin: Kelli Stacey, 496-0578

Function | Contact
 Custodial | Russ Wetli
 Energy, Utilities | Matt High
 Environmental Health & Safety | Eric Butt
 Grounds | Phil Richey
 Maintenance | Dave Lucas

Admin: Kristy Smith, 494-8009

Function | Contact
 Administrative Support | Kristy Smith
 Analytics, Reporting | Amanda Carlson
 Communications | Rebecca Terry
 Information Systems, Archives | Angela Slocum
 Training, Development | Brandi Jittjumnongk

Admin: Brett Turner, 494-3124

Function | Contact
 Capital Asset Management, Engineering, Construction | Jim Keefe
 EVPR Facilities and Space Operations | Jake Denecke
 Emergency Planning | Jefferson Howells
 Fire | Chief Brad Anderson
 Campus Planning, Architecture, Sustainability | Amber Chellis-Omedo
 Police | Chief Lesley Wieta

Admin: Amanda Lade, 496-1608

Function | Contact
 Airport | Adam Baxmeyer
 Conferences | Nicholas Bonora
 Materials, Parking, Transportation | Jessica Robertson
 Procurement | Jessica Robertson
 Purdue Memorial Union | Zane Reif
 Real Estate, Space | Nathan Manges

PURDUE UNIVERSITY POLICIES

www.purdue.edu/policies

- **Use of Facilities**
 - Who can use them and how they can be used
 - Prohibits weapons, use of controlled substances (except those approved for research), etc.
- **Persona Non Grata**
 - Provides a “no trespassing” warning when appropriate
- **Violent Behavior**
 - Prohibits violent behavior or threats
 - Provides a structure for reporting behaviors of concern
- **Environmental Health and Safety Compliance**
 - Provides a structure for Purdue’s safety culture

***FREEDOM OF EXPRESSION
AT PURDUE UNIVERSITY***

Freedom of Expression at Purdue University

Commitment to Freedom of Expression

“In a word, the university’s fundamental commitment is to the principle that debate or deliberation may not be suppressed because the ideas put forth are thought by some or even by most members of the university community to be offensive, unwise, immoral, or wrong-headed. It is for the individual members of the university community, not for the university as an institution, to make those judgments for themselves, and to act on those judgments not by seeking to suppress speech, but by openly and vigorously contesting the ideas that they oppose. Indeed, fostering the ability of members of the university community to engage in such debate and deliberation in an effective and responsible manner is an essential part of the university’s educational mission.”

EMERGENCY PREPAREDNESS AND PLANNING

Emergency Preparedness and Planning

Emergency Plans, Procedures and Training

- Integrated Emergency Management Plan (IEMP)
- Building Emergency Plans
- Campus Safety and Emergency Preparedness Committee
- Faculty preparedness resources, including syllabus requirements
- Emergency Procedures Guide
- Training
 - All hazards awareness and emergency preparedness
 - Tabletop/discussion drills
 - Siren tests – monthly on 1st Saturday and each semester

Emergency Preparedness and Planning

PurdueALERT - Sign up for text alerts

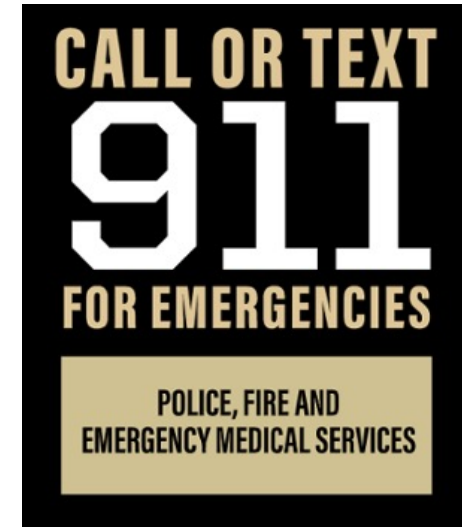
- How will you know when an emergency is occurring on campus?
 - Text, email, desktop popup alert, outdoor all hazards warning sirens, digital signs, Twitter, media releases, Alertus beacons in large classrooms
 - Check the website www.purdue.edu/ea for any updates
- Outdoor hazard warning sirens – signal to suspend class and secure shelter (siren outside - go indoors)
- Fire alarm and strobe lights – signal to suspend class and evacuate (siren inside - go outdoors)

***PURDUE UNIVERSITY
POLICE DEPARTMENT***

Purdue University Police Department (PUPD)

About Us

- Fully sworn officers of the state, on duty 24/7, 365 days a year
- Here to serve you – if you don't know who to call, dial 765-494-8221 for information
- Call or text **911** and give your name and location first
- If you see something, say something
- #1 crime is theft of property



Purdue University Police Department (PUPD)

Safe Walk Program

If your class dismisses after dark, consider the free Safe Walk service from PUPD to escort members of the Purdue community home.

- Call (765) 494-SAFE (7233) to request a Safe Walk escort
 - Phone number is on the reverse of all ID cards
 - Purdue Student Security Patrol (PSSP) works in pairs, wear identification and have radio contact with PUPD
 - When PSSP is not available, a police officer will provide safe walk or ride

***PURDUE UNIVERSITY
FIRE DEPARTMENT***

Purdue University Fire Department (PUFD)

About Us

- One of only 10 full-time campus fire departments in the nation
- Full-service fire department - on duty 24/7, 365 days a year
- Hazardous materials response team
- Technical rescue response team (high angle and confined space)
- Emergency Medical Services (EMS)
 - Two Advanced Life Support transport ambulances
 - One Advanced Life Support fire engine
- Airport rescue firefighters – FAA required
- Fire and life safety inspections
- Fire prevention training and public education

ENVIRONMENTAL HEALTH & SAFETY

Environmental Health & Safety (EHS)

About Us

- Policy: Environmental Health and Safety Compliance
- Integrated Safety Plan (ISP) – our safety management system and safety culture structure
 - Requires support from you and your leadership
 - Safety committees
 - Annual self audits & EHS audit
- Lab and shop safety training available online & in-person
- Assists with campus regulatory compliance: OSHA, EPA, DOT, IDEM, NRC, ISDH, DHS, FAA, DEA, IATA, etc.
- Hazardous waste removal – typically, at no charge
- OSHA First Report of Injury documentation

Environmental Health & Safety (EHS)

Compliance Expertise

Mita Juristyarini, PhD

- Research safety consultation; chemical, radioactive, biological
- Laboratory & building inspections
- Safety considerations for your new lab and personnel

Robin Ridgway, PhD

- Environmental health and safety regulatory compliance
- Air, land, water regulations
- Hazardous waste disposal
- West Lafayette and statewide

QUESTIONS?

THANK YOU

CONFLICTS OF COMMITMENT AND REPORTABLE OUTSIDE ACTIVITIES

Christie Wright, J.D., CCEP

**Director, Office of Institutional Equity
New Faculty and Lecturer Orientation**

August 17, 2023

REASONS FOR POLICY

- Framework for evaluating requests to engage in Reportable Outside Activities
- Protection of University employees from unwanted suspicion that such activities divert them from fulfilling their responsibilities to University or that such activities improperly influence University decisions or operations
- Compliance with state law IC 35-44.1-1-3 that prohibits ghost employment

CONFLICT OF COMMITMENT

A situation in which an Employee's Reportable Outside Activities would likely interfere with the Employee's ability to fulfill his or her commitment to the University or if such Employee's responsibilities, financial interest or opportunity for personal benefit in connection with such Reportable Outside Activity would likely interfere with the Employee's professional judgment in exercising any University duty or responsibility.

SPECIAL CONSIDERATIONS

- Nonexempt, clerical and service staff
- Consulting by a tenured and tenure track faculty
- Whether activity takes place during normal weekday business or instructional hours

REPORTABLE OUTSIDE ACTIVITY INCLUDES

- Participation in any business enterprise as owner, partner, officer, supervisor, manager or in any capacity with management responsibilities
- Service as an officer, director, trustee or public representative of a professional association, educational institution, nonprofit organization, national commission or board, or foundation
- Consulting
- Teaching at, or representing oneself as a faculty member at, any other school or university
- Conducting research outside the University
- Service on an advisory council or scientific advisory board of a company or organization

REPORTABLE OUTSIDE ACTIVITY INCLUDES [CONT.]

- Volunteer work that involves a commitment of time that may interfere with the Employee's ability to fulfill his or her responsibilities to the University; volunteer work that takes place on Saturday or Sunday or outside of the regular business or instructional hours of the University generally will not pose a Conflict of Commitment
- For Faculty and exempt Employees, any other employment with or service to an outside entity where compensation in the form of money, services, goods or other consideration of value is received

REPORTABLE OUTSIDE ACTIVITY EXCLUDES

- Volunteer work that does not interfere with the Employee's ability to fulfill his or her responsibilities to the University
- Hobbies or recreational activities
- Religious activities
- Preparing and publishing scholarly communications such as books, articles and other creative works
- Peer review of manuscripts and grant proposals
- Editing of publications or service on editorial boards for publications

PROCEDURES

- Annual notice to remind faculty and staff of obligation to file on-line Reportable Outside Activity Form: webapps.ecn.purdue.edu/VPEC/OAD/login
- Electronic notice to Department Heads and Unit Heads (or designee)
- Department Head makes recommendation to Unit Head regarding approval
- Within ten days, Unit Head will make determination or refer to Outside Activities Officer for determination
- Approval may be subject to certain conditions designed to manage potential conflict of commitment
- Faculty or staff member may appeal determination
- DFA's and HR have access to data base and can generate reports

CONFLICTS OF COMMITMENT AND REPORTABLE OUTSIDE ACTIVITIES

Christie Wright, J.D., CCEP

**Director, Office of Institutional Equity
New Faculty and Lecturer Orientation**

August 17, 2023

EQUAL ACCESS, EQUAL OPPORTUNITY AND TITLE IX

Christie Wright, J.D., CCEP

**Director, Office of Institutional Equity
New Faculty and Lecturer Orientation**

August 17, 2023

University Commitment

Maintain a **positive** and **safe** environment **free from harassment** that:

- Recognizes and values the inherent worth and dignity of every person
- Fosters tolerance, sensitivity, understanding and mutual respect
- Encourages each individual to strive to reach his or her own potential

Enforcement of policies of equal access and equal opportunity

Nondiscrimination Policy Statement

Purdue University prohibits discrimination against any member of the University community on the basis of race, religion, color, sex, age, national origin or ancestry, genetic information, marital status, parental status, sexual orientation, gender identity and expression, disability, or status as a veteran.

University Policies and Procedures

Purdue has three policies and two sets of procedures that address discrimination and harassment:

Policies	Procedures
Title IX Harassment (III.C.4)	Procedures for Resolving Complaints of Title IX Harassment
Equal Opportunity, Equal Access and Affirmative Action (III.C.2) Anti-Harassment (III.C.1)	Procedures for Resolving Complaints of Discrimination and Harassment

Equal Opportunity, Equal Access and Affirmative Action (III.C.2)

- Equal employment opportunity and affirmative action
- Reasonable accommodations (equal access)
- Equal educational opportunity

Anti-Harassment, (III.C.1)

Goal

- An environment free from Harassment

Scope

- Faculty
- Staff
- Students
- Recognized Student Organizations

Harassment Defined

Conduct towards another person or identifiable group of persons that is so severe, pervasive or objectively offensive that it has the purpose or effect of:

1. Creating an intimidating or hostile educational environment, work environment or environment for participation in a University program or activity;
2. Unreasonably interfering with a person's educational environment, work environment or environment for participation in a University program or activity; or
3. Unreasonably affecting a person's educational or work opportunities or participation in a University program or activity.

Use of the term Harassment includes all forms of harassment, including Stalking, Racial Harassment and Sexual Harassment.

Procedures for Resolving Complaints of Discrimination and Harassment

- Applies to faculty, staff, students, participants and guests
- Confidentiality
- Right/Duty to act in absence of complaint
- Informal and formal resolution processes

Resources for Resolving Complaints of Discrimination and Harassment

- Department Heads and Supervisors
- Office of Institutional Equity
- Human Resources
- Office of the Dean of Students

Title IX

- “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”
- Prohibits sexual and gender-based harassment, including sexual violence and all forms of sexual misconduct
- Purdue obligation regardless of any law enforcement action
- Once Purdue **knows or reasonably should know** about student or employee harassment that creates a hostile environment, Purdue must take **immediate and corrective action** to:
 - Conduct prompt, thorough and equitable investigation
 - Eliminate the harassment
 - Prevent its recurrence
 - Address its effects
 - Ensure equal opportunity in the complaint process

Title IX Harassment Policy and Procedures

Title IX Harassment

Conduct on the basis of sex that satisfies one or more of the following:

1. A University employee conditioning education benefits on participation in unwelcome sexual conduct (i.e., *quid pro quo*); or
2. Unwelcome conduct that a reasonable person would determine is so severe, pervasive and objectively offensive that it effectively denies a person equal access to the University's educational programs or activities; or
3. Sexual Assault, Dating Violence, Domestic Violence or Stalking.

Key Differences

Title IX Harassment	Anti-Harassment EO/EA/AA
60-day investigation period	45-day investigation period
Live hearing with cross-examination	Equity Panel Meeting
<p>Jurisdiction: The policy applies to the programs and activities of Purdue University <u>in the United States</u>, to conduct that takes place on campus or on property owned or controlled by the University in the United States, at University-sponsored events <i>in the United States</i>, or in buildings located <u>in the United States</u> that are owned or controlled by a Recognized Student Organization</p>	<p>Covers conduct occurring inside and outside of the United States Cover off campus conduct Includes: Sexual Assault, Sexual Harassment, Sexual Exploitation, Relationship Violence, Stalking, Retaliation</p>

Types of Allegations

Title IX Harassment	Anti-Harassment EO/EA/AA
<p>Dating Violence Domestic Violence Retaliation Sexual Assault</p> <ul style="list-style-type: none"> • Rape • Fondling • Incest • Statutory Rape <p>Stalking Title IX Harassment</p> <ul style="list-style-type: none"> • Quid Pro Quo • Unwelcome Conduct – so severe, pervasive <i>and</i> objectively offensive • Sexual Assault, Dating Violence, Domestic Violence, Stalking 	<p>Relationship Violence</p> <p>Retaliation Sexual Violence Sexual Exploitation</p> <p>Stalking Sexual Harassment</p> <p>Racial Harassment Harassment Discrimination</p>

Title IX Harassment Policy and Procedures

Hearing

- Live Hearing with cross examination
- Advisor/Hearing Advisor of choice
- University to provide a Hearing Advisor to a party without charge

Title IX Mandatory Reporters

Definition:

Individuals employed by the University who hold a title of or equivalent to President, Chancellor, Vice President, Vice Chancellor, Vice Provost, Dean, Department Head and Director, as well as employees in supervisory or management roles, and staff who have authority to institute corrective measures on behalf of the University.

Faculty, Instructors, Academic Advisors, RA's and Advisors to Student Organizations are not designated as Mandatory Reporters.

Mandatory Reporters

What is reportable?

- Sexual Violence
- Sexual Exploitation
- Relationship Violence; Dating Violence; Domestic Violence
- Stalking
- Title IX Harassment
- Child Sexual Abuse
- Instances of Discrimination; Unfair Treatment on the Basis of Sex; Sexual Harassment

Duty to report to the Title IX Coordinator as soon as possible

Includes incidents you personally observe AND incidents reported to the mandatory reporter

WHAT SHOULD I SAY?

University can provide supportive measures whether or not individual chooses to file a complaint.

Individual can share as much or as little as they choose.

Without information about name and location of incident, University may not be able to investigate, but can provide support and assistance.

Individual can request anonymity. University can still provide support and resources.

WHAT SHOULD I DO?

Call 911 in an emergency situation.

If a minor, immediately report to Child Protective Services or Police

Be ready to refer to CARE (495-2273), CAPS, or Crisis Center (confidential resources)

Do NOT attempt resolution on your own.

Be ready to refer to OIE, HR or ODOS

What happens next?

After an Incident Report is submitted:

- OIE responds to reporter letting them know we have received the IR
- OIE Outreach to Impacted Party
 - Follow up Outreach to Impacted Party
- MOST OFTEN, if we have not heard back after two outreaches, we will close the matter
- Sometimes, we will require a meeting or will engage in follow up with a department or the respondent

EDUCATION AND TRAINING

Mandatory Title IX Reporters

- Required Annually
- One online module
- Complete by September 30

CSAs

- One online module

All employees

- New faculty and new employee orientation
- Risk Management Employment Claims Initiative
- Four online modules

EDUCATION AND TRAINING (continued)

Students

- Respect Boundaries online modules for new students
- Peer training
- Bystander training
- Targeted outreach
- Optional online modules

Campus Title IX Coordinator and Deputy Title IX Coordinators

Title IX Coordinator

Christie Wright
Director, Office of Institutional Equity
wrigh438@purdue.edu
(765) 494-3606

Deputy Title IX Coordinators

Adam Scheffee and Michelle Jansen, Human Resources

Tiffini Grimes, Intercollegiate Athletics

Barbara J. Frazee, University Residences

Lee Morrison, University Residences

"Dr. Katie" Sermersheim, Student Affairs

Tammy Patrick, OIE

EQUAL ACCESS, EQUAL OPPORTUNITY AND TITLE IX

Christie Wright, J.D., CCEP

Director, Office of Institutional Equity

New Faculty and Lecturer Orientation

August 17, 2023

INDIVIDUAL FINANCIAL CONFLICTS OF INTEREST

Christie Wright, J.D., CCEP

Director, Office of Institutional Equity

New Faculty and Lecturer Orientation

August 17, 2023

REASONS FOR POLICY

- Commitment to the University's basic values:
 - Academic and scholarly integrity
 - Integrity of business policy and procedure
 - Safe and ethical research
- Candor and Integrity in relationships with University
- Compliance with state law (IC 35-44.1-1-4)
- Satisfy federal regulations
- Protect researchers and other employees from misplaced charges of financial conflicts of interest

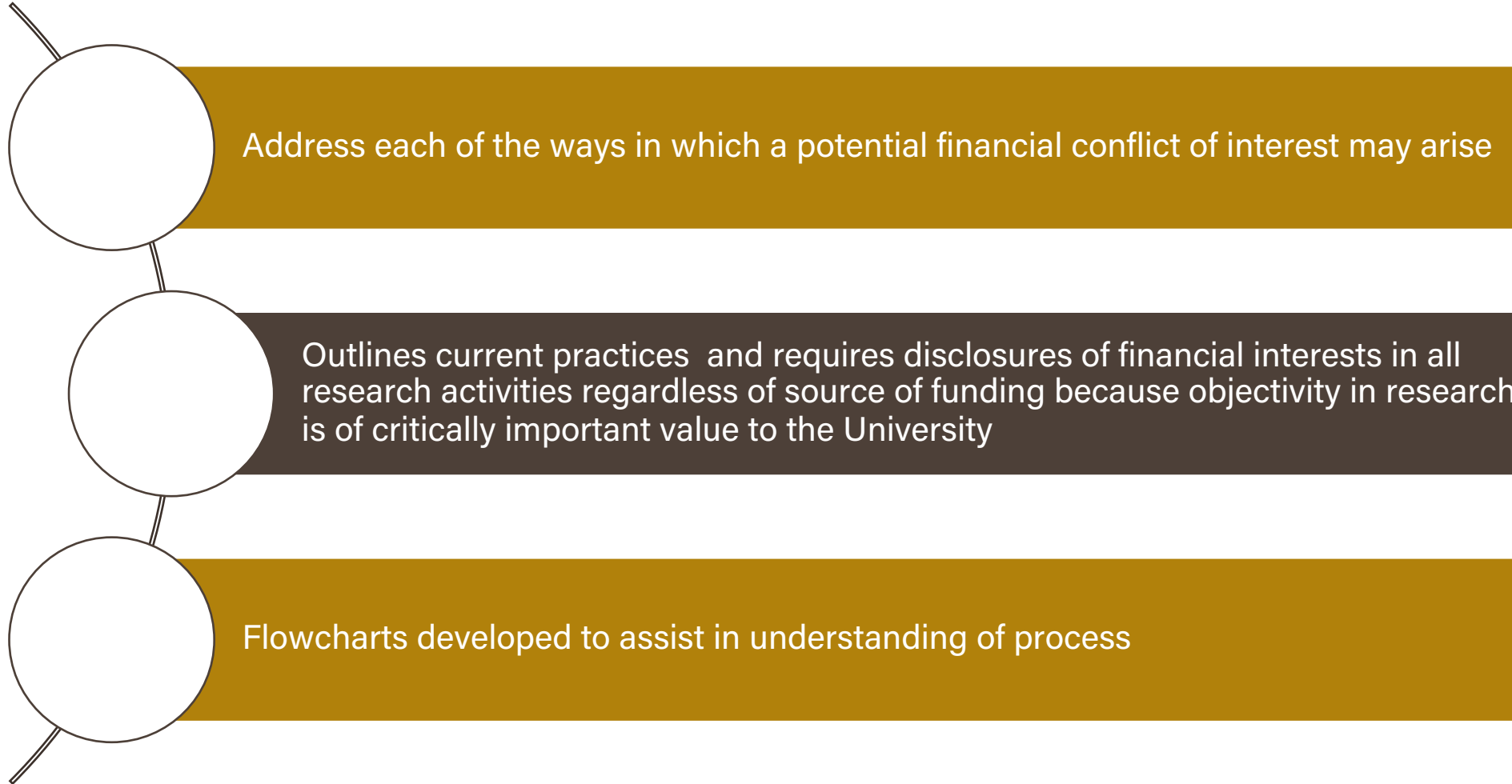
Indiana Code 35-44.1-1-4

An Employee who knowingly or intentionally has a monetary interest in or profits from a University contract or purchase may be charged with conflict of interest, **a felony punishable by fine and imprisonment**, unless the Employee has made the required disclosure in advance of the contract or purchase, and the disclosure has been approved in advance by the Board of Trustees and submitted to the Indiana State Board of Accounts.

FEDERAL REGULATIONS

- Since 1995, regulations require identification of financial interests as a condition to apply for or receive grants funded by Public Health Services and NSF in order to preserve objectivity in research
- University must have infrastructure to meet its obligations in connection with receipt of grant funds

PROCEDURES



INDIVIDUAL FINANCIAL CONFLICTS OF INTEREST

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