

# Cleveland Institute of Music (CIM) Campus Security & Safety Information Report 2013

## **Introduction**

This publication is part of the Cleveland Institute of Music's overall effort to provide important information about personal safety to the CIM community. It has been prepared in compliance with the Federal Crime awareness and Campus Security Act of 1990 (the Clery Act). The Clery Act was amended in 1992 and 1998 to include the Campus Sexual Assault Victims' Bill of Rights, which requires all schools to develop policies to deal with sexual assault on campus and provide certain assurances to victims of such assaults.

This report is created by the Head of Security at the Cleveland Institute of Music, who receives relevant information regarding Clery Act classifiable crimes and offenses from the CIM Security Department, the CIM Dean of the Conservatory, the CIM Associate Dean of Students, the CIM Director of Human Resources, and the University Circle Police Department (UCPD), the local law enforcement agency. Each year a written notice is distributed to all CIM students, faculty, and staff through the intradepartmental mail system notifying them that the report is available for viewing at CIM's official web site; the notification gives the exact URL address of the link to the report. Paper copies of the report may be obtained by anyone from the CIM Security staff at the Main Security Desk (MSD) in CIM, located at the Hazel Drive entrance of CIM's main building at 11021 East Boulevard or by calling (216) 795-3124.

## **General Safety & Security Information**

### CIM FACILITIES AND GROUNDS

The CIM main building is open to the public during normal business hours. It is open for those persons who are attending concerts, taking music lessons, or who have other legitimate reasons for being in the building during evening hours and on the weekend. CIM's facilities are maintained by the Buildings and Grounds Department, which incorporates security and safety considerations into its maintenance planning, including lighting, grounds keeping, and physical access. In addition, students and employees who wish to be escorted to their cars after dark may avail themselves of the services of a security member on duty. Routine inspections are made to identify safety hazards, and the Department addresses any problems identified during those inspections. Oversight of the work of the department is provided by the Buildings and Grounds Committee of the Board of Trustees.

### RESIDENCE HALL SECURITY

Located adjacent to CIM is Cutter House, CIM's residence hall; Cutter House is leased by CIM from Case Western Reserve University (CWRU). It is a co-educational facility. One classroom is located on the first floor, as well as the Composition Electronic Music studio, the CIM Counselor's Office and the Distance Learning Office. Cutter House is

secured 24 hours per day, and access is restricted by key card access to residents and to CIM students, CIM faculty, and CIM staff who are using the classroom or the Composition Electronic Music studio. Guests of residents in Cutter House must be accompanied by the residents.

Fire Alarms are installed in all residence halls and are inspected in compliance with state fire codes. As Cutter House is leased by CIM from CWRU, the Safety Services Office of CWRU, in conjunction with CIM's Residence Life staff, conducts fire drills each semester and provides information about fire safety on an ongoing basis.

Crime prevention seminars are provided by CWRU Security, CIM Security, and police professionals in the residence halls as requested.

### UNIVERSITY CIRCLE

CIM is located in University Circle, a unique cultural, educational, and scientific enclave within the city of Cleveland. University Circle is comprised of over thirty institutions that, together, constitute one of the largest diversified complexes in the world. CIM cooperates with one of these institutions, Case Western Reserve University (CWRU), in a Joint Music Program at both the undergraduate and graduate levels. In addition, there are museums, libraries, concert halls, colleges, and universities, hospitals, gardens, churches, temples, and residence facilities. University Circle's 500 acres, one of the most beautiful areas in the city, offer opportunity for serious study in many fields.

### SECURITY AND POLICE PATROLS

The CIM campus is protected by overlapping layers of security. CIM maintains a Security staff consisting of four full time guards, two part time guards, and the Head of Security, who reports to the Director of Buildings and Grounds. The Security staff members are empowered to ask persons for identification and to determine whether individuals have lawful business at CIM. Security staff members are onsite during all official open hours at CIM and make regular patrols of CIM's grounds; CIM Security staff members do not have arrest powers. The CIM Security staff maintains a close professional working relationship with the University Circle Police Department (UCPD), a private police agency consisting of 28 fully trained and commissioned police officers with full law enforcement authority. The UCPD patrols the University Circle area on a 24-hour-a-day basis. The UCPD responds to all emergency calls typically within 5 minutes and can be reached at (216) 791-1234.

In addition, the CWRU Protective Services security force patrols the area surrounding Cutter House and the Hazel Annex on a 24-hour-a-day basis throughout the year. The CWRU Protective Services security force consists of 31 full time field officers, some of whom are CWRU Police personnel. Those members of CWRU Protective Services who are CWRU Police personnel are commissioned as peace officers by the State of Ohio. In addition to basic patrol, security personnel respond to all criminal incidents and alarms, and provide escorts and emergency assistance. The CWRU Police and Security department's central dispatch office is staffed continuously and can be reached by calling (216) 368-3333.

### EMERGENCY TELEPHONE COMMUNICATION

A Code Blue telephone is located on Hazel Drive adjacent to CIM. By touching a push button located on the code Blue telephone post, persons are connected directly to the UCPD to report their emergency. At the time that the Code Blue push button is activated, a highly visible, bright blue light also starts flashing to identify that someone is in need of emergency assistance. The system automatically advises the UCPD which Code Blue telephone has been activated, so it is not necessary that the person requiring the emergency assistance provide his/her location. With its rapid patrol deployment capability in emergency situations, it is anticipated that a UCPD patrol will respond to a call within one minute.

### CRIME PREVENTION

Through CWRU's Operation Awareness and the services of UCPD, a variety of crime information and personnel programs are provided for CIM. These include:

- Emergency Security alerts are emailed to CIM whenever a serious incident is reported. Paper copies of the bulletins also posted on CIM bulletin boards in the main building as well as Cutter House Dormitory; the bulletins are also electronically posted on CIM's intranet.
- Vehicle and property protection services are provided upon request for special events.
- Security and crime awareness orientation programs are conducted for all new students.

## II. Policies

### DRUGS & ALCOHOL

CIM will conform to all state and local laws controlling the sale and use of alcoholic beverages. It is illegal in Ohio to sell, provide, or serve beer, wine, or liquor to anyone under the age of 21. The unlawful manufacture, distribution, possession, or use of alcohol or controlled substances, including illicit drugs, is prohibited on property owned or operated by the Cleveland Institute of Music or as a part of any of its activities.

No CIM student may report to work at CIM or engage in any CIM related work while under the influence of illegal drugs or alcohol.

Students and guests living in CIM residence halls must adhere to federal and state regulations regarding drugs and alcohol. It is illegal in Ohio for alcoholic beverages to be made available by sale or otherwise to anyone under the age of 21. Underage students are not permitted to consume or possess alcoholic beverages.

For a complete explanation of the employee drug and alcohol policies, see the CIM Student handbook. For a complete explanation of the employee drug and alcohol policies, see the Faculty and Staff Handbook.

#### WEAPONS

Discharging, carrying, or possessing firearms, including air guns or any weapons with which injury, death, or destruction may be inflicted is prohibited.

#### CRIME REPORTING

All crimes that occur on campus should be reported to CIM Security at (216) 795-3124 or, if inside the main building at CIM, at extension 224 using one of the numerous in-house phones located throughout the building. Security will notify the appropriate policy agency to respond, depending on the type of crime. Crimes occurring on CWRU's campus should be reported to its security department at (216) 368-3333. Crimes that occur off-campus in the University Circle area should be reported to the UCPD at (216) 791-2444.

#### CRIMINAL INVESTIGATION AND PROSECUTION

It is the policy of CIM to inform all crime victims of their right to pursue criminal charges through the criminal justice system and provide assistance in this regard. In cases involving students, the Student Affairs Tribunal will conduct hearings under due process guidelines. This process is available to victims, whether or not they pursue criminal charges.

#### POLICY ON SEXUAL ASSAULT

CIM is a community dependent upon trust and respect for its constituent members: students, faculty, and staff. Sexual assault is a violation of that trust and respect. It will not be tolerated.

Sexual assault is a serious crime. Any non-consensual physical contact of a sexual nature is a sexual assault. Rape, statutory rape, incest, sodomy, sexual assault with an object, and fondling are examples of sexual assault

Lack of consent is the crucial factor in any sexual assault. Persons forced to engage in sexual contact by force, by threat of force, or by coercion, have not consented to contact. Persons acting under the influence of alcohol or other substances may be incapable of consent. Age or mental capacity may render consent impossible.

CIM strongly encourages persons who have been sexually assaulted to report the assault, to seek assistance and to pursue judicial action or sanctions for their own protection and that of the entire campus community.

#### **Reporting Sexual Assault**

The Institute recognizes that a person who has been sexually assaulted retains the right not to pursue either criminal prosecution or a CIM judicial proceeding. However, CIM

strongly encourages those who have been sexually assaulted to pursue internal disciplinary and/or criminal processes

Once a report of sexual assault is made, the CIM may be obligated to alert the campus community of the report. CIM is obligated to alert the campus of crimes that it determines represent a threat to members of the campus community. In making such determinations, CIM will consider the safety of students, faculty, and staff, as well as the privacy interests of all persons involved in such incidents. Regardless of the action taken by CIM, the names of any person involved will not appear on Security Alerts. CIM urges anyone who has been sexually assaulted to report the incident at any time. However, prompt reporting may preserve options that delayed reporting does not, including the preservation of physical evidence, crisis counseling, and immediate police response.

### **Medical and Psychological Assistance**

Emergency Room Examination: Any person who has been sexually assaulted may go directly to the University Hospital Emergency Room or any local hospital for medical attention. Please note: The preservation of physical evidence is critical in the event of criminal prosecution and may be useful if CIM disciplinary action is pursued.

University Health Services: Students can seek further treatment at the University Health Services for any medical concerns, including sexually transmitted diseases and pregnancy testing.

Counseling: Counseling may be pursued following a sexual assault, no matter how much time has elapsed since the incident. Counseling services are confidential except when disclosure is necessary to prevent imminent harm to self or others. Available options, on and off-campus are listed below.

#### University Counseling Services

(216) 368-5872	Weekday, 8:30am-5:00pm.
(216) 844-8892	After 5:00pm on weekdays, all day on weekends, and on holidays.

#### Cleveland Rape Crisis Center

(216) 619-6192	24 hours
----------------	----------

#### Witness-Victim Center

(216) 443-7345	Weekdays, 8:30am-4:30pm.
----------------	--------------------------

### **Institutional Sanctions and Criminal Prosecution**

Anyone who has been sexually assaulted may choose to pursue both criminal prosecution and CIM disciplinary processes. Regardless of whether criminal charges are filed, all members of the CIM community accused of sexual assault may be subject to CIM judicial action or sanctions, up to and including expulsion or termination from employment. In the case of student judicial proceedings, both the accused and the accuser are entitled to due process, to the presence of an advocate during hearings and to notification of the outcome of the proceedings.

## **Accommodations**

In the aftermath of a sexual assault, the Institute will accommodate requests for alternative living, working and academic arrangements as available and appropriate.

Due to the sensitive and traumatic nature of sexual assault, specially trained personnel are available to help anyone who has been sexually assaulted understand the many options open to him or her. To contact a member of the Sexual Assault Response Team during work hours call (216) 368-5872. After hours or on weekends, call (216) 844-8892. Please tell the operator that this is an emergency or that a sexual assault has occurred. The staff member will help guide the student through medical, psychological, and legal options while protecting confidentiality.

### Resource Numbers for reporting Sexual Assaults:

CIM Security	(216) 795-3124
University Circle Police	(216) 791-2444 or 911
Cleveland Police Sex Crimes Unit	(216) 623-5630 or 911
Cleveland Heights Police	(216) 321-1234 or 911
CIM Office of the Dean	(216) 791-5000, extension 204
CIM Human Resources Office	(216) 795-3119 (ext. 219)
Case Security	(216) 368-3333

### **SEXUAL OFFENDER NOTIFICATION INFORMATION**

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the CIM Security Department is providing a link to the Cuyahoga County's Sheriff's Office Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student.

In 1997, the Governor of the State of Ohio signed into law House Bill 180, the Sexual Offender Registration Bill. The bill required Sheriff's Office throughout the State to develop and implement a registration system for convicted sexual offenders.

The Sexual Offender Unit for the Cuyahoga County Sheriff's Office was developed and designed to inform, safeguard and prevent violent sexual crime in the community.

The Sexual Offender Unit is responsible for registering and making the citizens of Cuyahoga County aware of serious offenders living in the community. The residence location of less serious offenders is also tracked on a database used to locate an individual in the event he repeats his former pattern of criminal behavior.

The Unit is also responsible for investigating complaints against a registered offender and, if necessary, executing a warrant for the arrest of the individual.

A Common Pleas Judge must declare and classify an individual as a sexual offender. Further information relative to the classification of offenders can be found in Ohio Revised Code §2950.01 et seq.

The Cuyahoga County's Sheriff's Office maintains: 1) a list of registered sex offenders in Cuyahoga County, searchable by address, last name, zip code, and city AND 2) a link to the site containing the state list of registered sex offenders searchable by geographic vicinity (can be used to search for registered sexual offenders within one mile of a specific address). The specific address for the Cleveland Institute of Music is 11021 East Blvd, Cleveland, OH, 44106. The link to the page of the Cuyahoga County's Sheriff's Office web site with that specific information is:

<http://ohio.esorn.net/index.php?AgencyID=53917>

Anyone who uses information contained in that site to commit a criminal act against another person may be subject to criminal prosecution.

### **III. Programs**

#### **ALCOHOL & DRUG ABUSE EDUCATION**

In an effort to provide a drug-free workplace, CIM has established the following drug-free awareness program:

1. Audio and videotapes dealing with substance abuse prevention are available in the Library.
2. Printed materials on substance abuse prevention are available in the Personnel Office and the Drug-Free Workplace Info-Center located in the Mail Room.
3. If any employee suspects that they may have a substance abuse problem (alcohol or drugs) and wants to seek a drug counseling or rehabilitation program, they should contact the Human Resources Director for referral to such programs. Requests for assistance will be kept confidential. Participation in such programs will be at the employee's expense.

#### **CRIME PREVENTION, CAMPUS SEXUAL ASSAULTS & RAPE AWARENESS PROGRAMS**

CIM provides various prevention and awareness programs through its *Wellness Seminar*. Five sessions are scheduled each semester that deal with issues such as substance abuse, sexual harassment and assault, and crime prevention methods. These sessions are held at Cutter House and though they are a required course for incoming freshmen, all CIM students are encouraged to attend.

## CIM Crime Statistics

### Criminal Offenses-On Campus

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Murder/non-negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Forcible</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Non-forcible</b> (include only incest and rape)	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>Aggravated assault</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor vehicle theft</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Criminal Offenses-On Campus-Residence Halls

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Murder/non-negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Forcible</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Non-forcible</b> (include only incest and rape)	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated assault</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor vehicle theft</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Criminal Offenses-Public Property

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Murder/non-negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Forcible</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Non-forcible (include only incest and rape)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated assault</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>Motor vehicle theft</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Hate Crimes-On Campus

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Murder/non-negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Forcible</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Non-forcible (include only incest and rape)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated assault</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor vehicle theft</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Any other crime involving bodily injury</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Hate Crimes-On Campus-Residence Halls

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Murder/non-negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Forcible</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Non-forcible (include only incest and rape)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated assault</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor vehicle theft</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Any other crime involving bodily injury</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Hate Crimes-Public Property

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Murder/non-negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Negligent manslaughter</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Forcible</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sex offenses-Non-forcible (include only incest and rape)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Robbery</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Aggravated assault</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Burglary</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Motor vehicle theft</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Arson</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Any other crime involving bodily injury</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Arrests On Campus

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Illegal weapons possession</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Law Violations</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Arrests-On Campus-Residence Halls

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Illegal weapons possession</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Disciplinary Actions-On Campus

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Illegal weapons possession</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>1</b>	<b>6</b>

### Arrests-Public Property

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Illegal weapons possession</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Disciplinary Actions-Public Property**

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Illegal weapons possession</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Disciplinary Actions-On campus-Residence Halls**

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Illegal weapons possession</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Drug Law Violations</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Liquor Law Violations</b>	<b>0</b>	<b>1</b>	<b>6</b>

**Fire Statistics-On Campus-Residence Halls**

<b>Criminal offense</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
<b>Fires</b>	<b>0</b>	<b>2*</b>	<b>0</b>
<b>Injuries</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Deaths</b>	<b>0</b>	<b>0</b>	<b>0</b>

**\*Details of 2011 reported fires in on campus residence hall**

	<u><b>Category of Fire</b></u>	<u><b>Cause of Fire</b></u>	<u><b>Fire-related injuries</b></u>	<u><b>Fire-related deaths</b></u>	<u><b>Property damage</b></u>
<b>1</b>	<b>Unintentional</b>	<b>Cooking</b>	<b>0</b>	<b>0</b>	<b>\$0-\$99</b>
<b>2</b>	<b>Unintentional</b>	<b>Cooking</b>	<b>0</b>	<b>0</b>	<b>\$0-\$99</b>