

5. **Agreed Disposition** – Notwithstanding the above, the President may enter into an agreed disposition of any charges which will be reduced to writing and included in the employee or faculty member's personnel file.

## POLICY REVIEW AND EVALUATION

This policy went into effect on March 6, 2008 by joint action of the President/Dean and the Faculty. It is subject to periodic review, and any comments or suggestions should be forwarded to the Associate Dean.



## BUILDING SECURITY POLICY:

In accordance with the requirements of 20 U.S.C.A. 1092(f), Disclosure of Campus Security Policy and Campus Crime Statistics, the following policy and statistical statement is provided individually to every student and every employee of Franklin Pierce Law Center and is available on request to any applicant to Pierce Law.

### I. Current Policies For Reporting Crimes and Emergencies

Any student or employee observing criminal behavior occurring in any building or property owned by Pierce Law and used by it in direct support of its educational purposes should report such behavior immediately to either the Assistant Dean of Students or the Vice President for Finance.

On weekends, nights or holidays when the building is open, criminal activity or security problems should be brought to the attention of the person working at the desk in the FPLC library.

If the criminal activity warrants immediate police attention, and the security officer is not available, the police should be contacted directly by dialing 911. In like manner, if there is a fire, or in the event of a medical emergency requiring an ambulance, the person observing such activity should also call 911 and request assistance as needed. Phones available after hours are in the library and there are pay phones near the vending machines on the lower level. No money is required to make an emergency call from a pay phone. During

regular hours, emergency phone calls can be made from any office or from the switchboard. Following the emergency, a report of the event should be made to the Assistant Dean of Students or Vice President for Finance.

Reports of criminal activity are generally made by the security officer, however if the security officer is not involved, the report should include as much detail as possible including the date, time, location, and nature of the criminal activity, a description of the alleged perpetrator, as well as the names, addresses, and phone numbers of witnesses and/or victims. If the criminal activity involves motor vehicles, a description of the vehicles, including license plate numbers, should be noted, if possible. All incidents in the school should be reported to the Assistant Dean of Students or the Vice President for Finance.

### II. Current Security Policies

Except for the Rines Building entrance, other entrances to Pierce Law building are locked after 4:30 p.m. on weeknights and all day on weekends.

The library entrance is open to accommodate the library hours of 7:45 a.m.–12:00 midnight weekdays, 7:45 a.m.–10:00 p.m. Friday, 10:00 a.m.–10:00 p.m. on Saturday, and 10:00 a.m.–12:00 midnight Sunday. Summer and vacation hours may vary. For several holidays during the year, the entire building, including the library, is closed and locked and not available for entry (except for faculty or staff with keys).

Pierce Law has a security officer on duty when the library is open from early evening until the building is closed. The security officer's responsibilities include checking the interior and exterior of the building, reporting all criminal activity to the police, making emergency calls when necessary, assisting students, faculty or staff should they need to be escorted to the parking lots and making sure the building is vacant when the library closes.

Students should not take their security for granted, especially at night. It is advisable to avoid unlit areas and to walk with a companion.

Students are encouraged to report any potential source of difficulty to either the building security officer or building supervisor. The security officer reports nightly to the Business Office. However, students are also encouraged to report difficulties if they arise.

### III. Enforcement of Policies

Since Pierce Law does not have a campus police force, Pierce Law personnel are authorized to enforce campus security policies and to seek, when necessary, the assistance of the Concord Police Department or New Hampshire State Po-

lice. If outside law enforcement agencies have been called, they are authorized to enforce school policies and, as appropriate, federal, state, and local laws and ordinances.

#### IV. Type and Frequency Of Programs To Inform People of Security Procedures and To Encourage Students and Employees To Be Responsible For Their Own Security and The Security Of Others

Each year students and new employees will receive information about safety and security policies. Pierce Law will annually evaluate its security policies. Suggestions for improvement will be welcome from any member of the community and should be addressed to the Vice President for Finance.

#### V. Program To Inform About The Prevention Of Crimes

Pierce Law will annually publish and distribute security policies and guidelines. If relevant additional publications are available, they will also be distributed.

#### VI. Statistics

During calendar year 2007 the following criminal offenses were reported to the local police:

Crime	# of Occurrences
Murder	0
Rape	0
Robbery	0
Aggravated Assault	0
Burglary	0
Motor Vehicle Theft	0

#### VII. Criminal Activity At Off-Campus Student Organization

There are no off-campus student organizations at Pierce Law.

#### VIII. Statistics on the number of arrests for the following crimes occurring on campus:

Crime	# of Occurrences
Liquor Law Violations	0
Drug Abuse Violations	0
Weapons Possession	0

#### IX. Alcohol and Drug Abuse Policy

In accordance with the Drug Free Schools and Communities Act Amendments of 1989, Public Law 101-225, Pierce Law annually publishes and distributes to each student and employee the Franklin Pierce Law Center Alcohol and Drug Abuse Prevention Policy as part of this Student Handbook.

#### X. Suggestions

Any member of the Pierce Law community with suggestions for changes in Pierce Law's Security Policy is urged to send the suggestion in writing to the Assistant Dean of Students or the Vice President for Finance.



## PIERCE LAW CENTER PARKING POLICY

1. Pierce Law allows students, faculty and staff to park in all three of our parking lots free of charge between the hours of 6:00am – 1:00am daily without a parking permit.

2. Parking is available on a first come first served basis. The number of individuals looking for parking frequently exceeds the number of spaces available. Therefore, at times it will be impossible for everyone to find a space in one of our lots.

3. Limited overnight parking is available in Lot # 3 only. The fee per semester for overnight parking is \$75.00. To apply for overnight parking, please see Christine Boisvert in the Registrar's Office. If we receive more applications than we have spaces available, a lottery will be conducted to determine who will be issued a permit. Students will be notified of lottery results via Pierce Law email. Students who have completed an application are permitted to park overnight in Lot # 3 until the results of the lottery are made available.

Overnight parking applications are due by the following dates:

- Fall semester - Sept. 1.
- Spring semester - Dec. 1
- Summer semester - May 1

Additional policies regarding overnight parking will be provided to all students who are issued an overnight parking permit.

4. Vehicles without a permit parked in any of the lots after 1:00am will be towed, without notice at the owners expense.

5. Upon request, a special exception may be granted allowing temporary overnight parking in Lot # 3. The duration of any exception will be no longer than two nights and only one exception per student will be granted during the academic year.

6. All vehicles parked in any of the Pierce Law lots must have a current registration and valid inspection sticker if applicable.

7. Parking is strictly prohibited at all times in the fire lanes, no parking zones, reserved spaces and grassy areas.

8. Parking in handicapped spaces is restricted to those with handicapped parking permits from a state or municipality.