

Rosemont College

2019

**Annual Security Report
and
Annual Fire Safety Report**



October 1, 2019

**1400 Montgomery Avenue
Rosemont, PA 19010**

Rosemont College 2019 Annual Security and Fire Safety Report

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2019 ANNUAL SECURITY AND FIRE SAFETY REPORT

INTRODUCTION

Your safety and security is extremely important to us at Rosemont College. The following information is provided to share our commitment to the security of our community, and to inform you about the steps you can take to ensure a safe campus. Clearly, the best protection against campus crime is an aware, informed, alert campus community-student, faculty and staff who use reason and caution.

Rosemont's Annual Security and Fire Safety Report is published and distributed by the Director of Public Safety. This report includes statistics for the previous three years concerning reported crimes that occurred on-campus, in certain off-campus buildings or property owned/controlled by Rosemont College, and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes a Fire Safety Report and institutional policies concerning campus security, such as sexual assault and other matters. You can obtain a copy of this report by contacting the Director of Public Safety, 1400 Montgomery Ave., Rosemont, PA 19010, or by accessing the following website www.rosemont.edu/publicsafety and clicking on the link for the Annual Security and Fire Safety Report.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (The Clery Act) requires Rosemont College to provide students and employees with information on its security policies and procedures, specific statistics for certain criminal incidents, arrests and disciplinary referrals, and to make the information and statistics available to prospective students and employees.

Higher Education Act of 1965 requires institutions with on-campus student housing to share with the campus community an annual Fire Safety Report, which is included in this document.

Campus SaVE was signed into law by the President on March 7, 2013 as part of the reauthorization of the Violence Against Woman Act (VAWA). It amends the Jeanne Clery Act to include three new crime categories; Domestic Violence, Dating Violence and Stalking along with other additional requirements. Nothing in the Clery Act, as amended by VAWA, alters or changes Rosemont College's obligations or duties under Title IX as interpreted by the Office Civil Rights (OCR).

In addition, the State Board of Education, adopted regulations implementing the College and University Security Information Act (Act 73 of 1988). In 2004, this act was repealed and replaced with the Uniform Crime Reporting Act (Act 180 of 2004). Pennsylvania Colleges and universities must provide information related to security policies and procedures to students, employees and applicants. They must also provide certain crime statistics to students and employees, and make those statistics available to applicants and prospective employees upon request.

All questions or request for information in this document should be addressed to the Director of Public Safety, 1400 Montgomery Ave., Rosemont PA 19010, or matthew.baker@rosemont.edu.

If you believe there has been a violation of one or more of the provisions of the Pennsylvania College and University Security Information Act or the Clery Act you may file a complaint to the Director of Public Safety, who will respond in writing to the complaint within five-business days from the date the complaint is received.

If, after receiving the reply to the complaint, you still feel that the violation has been committed, and not corrected, you may appeal to the Vice President of Finance and Administration, who has the ultimate responsibility to receive and resolve such complaints.



DEPARTMENT OF PUBLIC SAFETY

The mission of the Department of Public Safety is to provide a safe, secure, and healthy environment for all members and guests of the Rosemont College community that both enhances the campus learning experience as well as complements the College's educational mission.

The Department of Public Safety has primary responsibility for safety and security on Rosemont's campus. The Department's offices are located on the lower level of Kaul Hall (across from the athletic fields). The Department consists of a Director, Captain, two Sergeants, Corporal, six full-time and one part-time Public Safety Officers. The Director, Captain, Sergeants and Corporal have certificates for emergency planning and response, active shooter, and Clery Act. All members of the Department are certified in CPR, AED, and first aid. On-going training is provided to all officers in handling mental health issues, sexual assault, Clery Act crimes and reporting, investigative techniques and emergency response.

The Department's patrol area is the Rosemont campus. Public Safety personnel do not patrol the area or roads surrounding the campus. The Department of Public Safety reports to the Vice President for Finance and Administration. Public Safety personnel are not sworn/commissioned police officers, have no official powers of arrest, and do not carry weapons. Public Safety personnel have the authority to ask persons for identification to determine whether individuals have lawful business at Rosemont College, enforce College regulations, and issue parking tickets on campus. Criminal incidents and/or investigations are referred to the Lower Merion Police Department who have legal jurisdiction on Rosemont's campus.

The Director of Public Safety and the Title IX Coordinator participate annually in online and in-person trainings to enhance their knowledge base on various topics that include the Clery Act, Title IX, sexual assault, dating violence, domestic violence, stalking, gender violence response and investigation, trauma informed investigations, crisis management and intervention, critical incident response and incident command system, emergency operations and first responder medical training. The Director of Public Safety and the Title IX Coordinator are primarily responsible for conducting training on these various topics with the Public Safety Officers, Campus Security Authorities and Residential Life Staff, as well as to Rosemont's students and employees. The Director of Public Safety, Title IX Coordinator, student judicial officers and hearing board members receive annual adjudication training.

Upon request, escort services are available for students, faculty, or staff after dark. During the escort, community members may report suspicious strangers or incidents. These escorts increase the Department of Public Safety's awareness of community concerns and may influence the level of patrols long key walkways on campus.



Matthew Baker
Public Safety Director



Captain Ilir Coni



Sergeant Harry Bullock



Sergeant Vince Nichols



Corporal
Esmeralda
Jean-Baptiste



Officer
Justin Fornwalt



Officer
Alisha Hubert



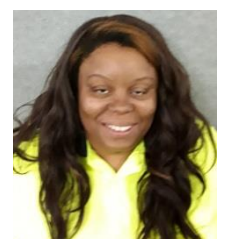
Officer
Jim Huffman



Officer
Nichole Johnson



Officer
Qadiyr Sabur



Officer
Kahisha Tavior

WORKING RELATIONSHIPS WITH OTHER LAW ENFORCEMENT AGENCIES

The Department of Public Safety maintains a highly professional working relationship with the Lower Merion Police Department (LMPD), which patrols the exterior of campus and responds to calls on campus. Rosemont College does not have written memoranda of understanding (MOU) with any law enforcement agency regarding the investigation of alleged criminal offenses. Lower Merion Police have legal jurisdiction for the Rosemont campus, and provides the Department with weekly reports of criminal activity and assistance in emergency planning/response.

Public Safety staff work closely with the investigative staff at Lower Merion Police Department when incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information, as deemed necessary.

All crime victims and witnesses are strongly encouraged to immediately report crimes to the Department of Public Safety and the appropriate police agency. Prompt reporting will assure timely safety alerts and disclosure of crime statistics in the annual report.

Montgomery County's Department of Public Safety provides emergency response training. A map of the College, emergency plans, and building diagrams are stored in the County's files.

The Department of Public Safety's relationship with the Pennsylvania State is limited to reporting of crime statistics via their website.

MONITORING AND REPORTING CRIMINAL ACTIVITY OFF-CAMPUS

Rosemont College does not have officially recognized off-campus student organizations. Rosemont College did lease space in the Land Title Building, 100 S. Broad St., Suite 1600, Philadelphia for classes only until June 30, 2019. Call 911 if you are off-campus and the victim of a crime or you want to report criminal activity. It is suggested that after you file a police report you should contact Public Safety.

Lower Merion Police Department provides a weekly crime report to the Department of Public Safety. Crimes within the Department's patrol area are documented on the Daily Crime and Fire Log. Specific crimes are also disclosed annually in this report.

Lower Merion Police Department	71 E. Lancaster Ave. Ardmore, PA 19003	Emergency: 911 Non-Emergency: 610-649-1000
Philadelphia Police Department	9th Police District 20th & Pennsylvania Ave. Philadelphia, PA 19130	Emergency: 911 Non-Emergency: 215-686-3090

REPORTING OF CRIMES

Rosemont College encourages the accurate and prompt reporting of all crimes to the Rosemont College Department of Public Safety or appropriate law enforcement agency. All victims, witnesses, and third parties should promptly report criminal incidents, medical, fires, emergencies or any type of suspicious activity on-campus or in the immediate area of the College to the Department of Public Safety by dialing **x2555** from any campus phone or **610-527-1038** from any other phone or dial **911**, including when the victim elects to or is unable to, make such a report. If a victim to make a report the institution encourages reporting someone reporting on their behalf. Public Safety Officers are available 24 hours a day, seven days a week, year-round.

Emergency telephones are located throughout the campus that include emergency blue light phones (located on Wendover and Curwen Roads), call boxes outside most buildings, and emergency phones in the hallways of the academic and residential buildings. These emergency telephones will ring directly to the Department of Public Safety.

A Public Safety Officer is immediately dispatched to the location where he or she will evaluate the situation and contact the necessary authorities. Public Safety Officers will assist crime victims by contacting the police (if

requested) and providing transportation and other reasonable services to ensure accurate and prompt reporting of crimes. All victims of crime are offered the opportunity to file a report with the police department.

ONLINE CRIME REPORT

This page is provided as a special service for those who wish to report criminal activity occurring on the Rosemont campus and is not intended to replace the normal crime reporting process. Do not send emergency or crisis information, or situations needing an immediate response by Public Safety through this link. Confidential reports of crime are accepted. Click on the link to access online report:

<http://www.rosemont.edu/about/public-safety/online-crime-report.php>

DAILY CRIME AND FIRE LOG

The Department of Public Safety maintains a Daily Crime and Fire Log that records by the reported date all criminal incidents and alleged criminal incidents that occur on campus, in a non-campus building or property, on public property, or within the department's jurisdiction. Only fire related incidents occurring in on-campus student housing are recorded on this Log. The Daily Crime and Fire Log for the most recent 60 day period is available for public inspection (media included) at the Department of Public Safety's office, Kaul Hall/Lower level, during regular business hours. The Daily Crime and Fire Log contains the nature of the crime/fire; date incident is reported, date and time of occurrence and the general location of each reported incident, as well as the disposition, if known.

The Department of Public Safety posts incidents on the Log within two business days of receiving the report. Additionally, any portion of the Crime and Fire Log that is older than 60 days is made available for public inspection within two business days of a request. The Department of Public Safety reserves the right to exclude reports from the log in certain circumstances as permitted by law. This Log will not list any names or personally identifiable information.

The State's Uniform Crime Act (Act 180) requires the College to report the names of person(s) arrested on campus along with their address and disposition (if known). A separate arrest log is maintained in the Public Safety Office for public inspection.

Crimes should be reported to the Department of Public Safety to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community.

The Department of Public Safety forwards all reports of student conduct (criminal and non-criminal) to the Dean of Students for review and possible action. Public Safety will investigate a report when it is deemed appropriate. Any additional information obtained via the investigation will be forwarded to the Dean of Students.

CAMPUS SECURITY AUTHORITY (CSA)

Campus Security Authority (CSAs), as defined by the Clery Act, have an obligation to report allegations of Clery Act-defined crimes that they conclude are made in good faith. These crime allegations should be reported to the Department of Public Safety or to the local police. The Clery Act definition of a Campus Security Authority includes Rosemont College personnel beyond Rosemont College Public Safety Officers. An official of Rosemont College who has significant responsibility for student and campus activities, including but not limited to, student housing, student discipline, coaches, student organization advisors and campus judicial proceedings, is a Campus Security Authority. The intent of including non-law enforcement personnel as Campus Security Authorities is to acknowledge that many individuals and students in particular are hesitant about reporting crimes to the police, but may be inclined to report incidents to other campus-affiliated individuals. A written request for statistical information is made at least on an annual basis to all Campus Security Authorities. Individuals should report crimes to Rosemont College Department of Public Safety for the purposes of having the incident accessed for a timely warning notice and for the purpose of annual statistical disclosure.

Campus Security Authorities at Rosemont College

All Department of Public Safety personnel	x2555 / 610-527-1038	Cardinal Hall
Dean of Students	x2400	Good Counsel Hall
Assistant Dean of Students/Director of Residence Life	x2401	Good Counsel Hall
Assistant Director of Residence Life	x2462	Good Counsel Hall
Resident Directors	x2438	Good Counsel Hall
Assistant Resident Directors		Resident Halls
Resident Assistants	x2438	Good Counsel Hall
Director of Leadership & Engagement	x2425	Alumnae Hall
Director of Athletics	x4265	Alumnae Hall
Assistant Director of Athletics	x2362	Alumnae Hall
All Athletic Coaches		
Director, Professional Studies and Graduate Student Services	x2362	Alumnae Hall
Advisors to student organizations	x2187	Good Counsel Hall
Assistant Vice President for Human Resources/Title IX Coordinator	x2242	Main Building
Director of Campus Ministry	x2412	Chapel
Assistant Director of Campus Ministry	x2410	Chapel
Director of Counseling Center	x2416	Chapel
Director of Wellness Center	x2420	Chapel

Campus Security Authorities are trained annually.

Professional Counselor - An employee of an institution whose official responsibility is providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license of certification.

Pastoral Counselor

An employee of an institution who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Campus “Pastoral Counselors” and Campus “Professional Counselors”, when acting as such, are not considered to be a Campus Security Authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics.

As a matter of policy, they are encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a confidential voluntary basis for inclusion into the annual crime statistics. The Clery Act defines counselors as:

CONFIDENTIAL CRIME REPORTING

Although we strongly encourage victims, witnesses, and third parties to report all crimes directly to the Department of Public Safety, in some instances members of the campus community may not wish to do so. In such cases, you may still want to consider making a voluntary confidential online report at www.rosemont.edu/about/public-safety/online-crime-report. The purpose of a confidential report is to comply with your wish to keep the matter confidential while taking steps to keep an accurate record of the number of incidents involving our community members, to determine if there is a pattern of crime with regard to a particular location, method, or assailant, and to alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in our annual crime statistics.

The College does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

TIMELY WARNINGS/SAFETY ALERTS

In an effort to provide timely notice to the Rosemont Community in the event of a serious incident which may pose a serious or ongoing threat to members of the campus community, a Campus Safety Alert (timely warning notice) that withholds the names of victims and that will aid in the prevention of similar crimes, is sent out via various methods of communication that include but not limited to emails and text alerts (E2Campus). The

Director of Public Safety or a designee, in conjunction with the Vice President for Finance/Administration and the Vice President for College Relations, will develop safety alerts for the College community to notify members of the community about crimes against people that occur on campus, on public property within or immediately adjacent to the campus, and in or on non-campus buildings or property that the institution owns or controls where it is determined that the incident may pose an ongoing threat to members of the College community.

Campus Safety Alerts (timely warnings) may be distributed for any of the following Clery Act crime categories / classifications: murder and non-negligent manslaughter, sex offenses (rape, fondling, incest, and statutory rape), robbery, aggravated assault, burglary, arson, hate crimes, motor vehicle theft, domestic violence, dating violence, stalking, or arrests and referrals for liquor law, weapons law, and drug law offenses.

Alerts for the crimes of aggravated assault, motor vehicle theft, burglary, sex offenses, domestic violence, dating violence, stalking, and arrests or referrals for liquor, drug, and weapons offenses are considered on a case-by-case basis and depend upon a number of factors. These include the nature of the crime, the timeliness of the report, and the continuing or ongoing danger to the campus community—such as whether the perpetrator was apprehended—and the possible risk of compromising law enforcement efforts. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to the other Rosemont College community members and a timely warning of a Campus Alert would not be distributed.

In cases involving sex offenses that can be typically reported long after the incident occurred, there is no ability to distribute a timely warning Campus Alert to the community. Sex offenses will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the Department of Public Safety.

The safety alerts will not only contain the circumstances regarding the crime but will also contain additional information to help promote safety, and where appropriate, the means to avoid similar crimes. Safety alert notices shall typically include the following information, if known:

- A statement of the incident, including the nature and severity of the threat, and locations or persons who might be affected
- Any connection to previous incidents, if known
- Physical description
- Date and time occurred
- Other relevant and important information, such as any bias motive, the gender of the victim, and/or student/non-student status
- Appropriate safety tips

Once the Director of Public Safety determines that a safety alert will be issued, the Public Safety Director, Vice President for Finance/Administration and/or College Relations Department disseminate the safety alert in one or a combination of, the following: blast email to all students and employees; e2Campus, Rosemont website and/or intranet; posting in the residence halls, administrative buildings and commuter lounge, if deemed necessary. Safety alerts in affected buildings are posted in the lobby/entrance area for five days.

Anyone with information warranting a safety alert should report the circumstances to the Public Safety Office by phone 610-527-1038, or in person at the Department of Public Safety located on the ground floor of the Kaul Hall. Safety alerts will not contain any personal identifying information of the victim or necessary parties.

EMERGENCY NOTIFICATION

The College's Emergency Operations Plan establishes a set of emergency procedures to assist the College in managing any emergency that might arise. In addition, emergency response procedures are posted on the Public Safety website and flipcharts detailing these emergency procedures are posted throughout all buildings on campus.

College departments are responsible for developing contingency plans and continuity of operation plans for their staff and areas of responsibility. The College conducts numerous emergency response exercises each year, such as

fire alarm drills and at least one test of the emergency notification system on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the Department of Public Safety, and the Residence Life Staff typically respond and work together to manage the incident with local emergency service providers. Depending on the nature of the incident, other Rosemont College departments and local or federal agencies could also be involved in responding to the incident.

Information about the emergency response and evacuation procedures for Rosemont College are publicized each year as part of the institution's Clery Act compliance efforts, and that information is available on the College's website at www.rosemont.edu/publicsafety.

All members of the Rosemont community are notified on an annual basis that they are required to notify the Department of Public Safety of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus. Department of Public Safety has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. Some of the actions taken in an emergency or dangerous situation may be a lockdown or evacuation of a building or campus. In addition, the Department of Public Safety has a responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the community. If that is the case, Federal Law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

Notification to the Rosemont community about an immediate threat: The Department of Public Safety should be contacted at x2555 from a campus phone or 610-527-1038 from any phone about an emergency or dangerous situation on campus or immediate area surrounding the College. If the Department of Public Safety, police, or fire departments confirm that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Rosemont community, the Director of Public Safety, Vice President for Finance/Administration and/or Vice President for College Relations 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 the first responders (including, but not limited to Public Safety and local fire and police), compromise the efforts to assist a victim or to contain the emergency, respond to, or otherwise mitigate the emergency.

In the event of a serious incident that poses an immediate threat to members of the Rosemont community, the College has various systems in place for communicating information quickly.

Some or all of these methods of communication may be activated in the event of an immediate threat to the Rosemont Campus community. These methods of communication include:

- e2Campus – a text messaging system used to quickly notify registered users via their cell phone. Rosemont College members should go to the Public Safety website and click on “Rosemont Alert Emergency Text Messaging” to sign up at <https://www.e2campus.net/my/rosemont/>
- Blast email to all College users
- Personal interaction by Public Safety personnel or others
- A pre-recorded phone message may be sent to all campus phone extensions
- Rosemont's WebSite – www.rosemont.edu. Critical information is posted on the College's homepage and may be viewed both internally (students, faculty, and staff) and externally (parents, alumni, and other constituents)
- Relevant information may be posted on the College's internal iWay portal
- Information is also recorded on the Rosemont College main telephone number 610-527-0200; this information is accessible from on or off-campus to any constituent, including parents
- Postings in residence halls, administrative buildings and commuter lounge
- Post messages on College sanctioned social media

Students, faculty and staff should sign up for the e2Campus Emergency Text Messaging System. Instructions are available on the College website under Public Safety/Campus Advisory, as well as instructions are given to students/employees at orientation/onboarding.

Students, faculty, and staff should take responsibility for regularly checking their College email. A College email account is issued to all faculty, staff, administrators, and students. Instructions for automatic forwarding of email messages from a College account to another account are available on the College website under Rosemont Email section.

Members of the larger community who are interested in receiving information about emergencies on campus should check the College's website and/or main phone, 610-527-0200. Emergency communications will not contain any personal identifying information.

The College conducts regularly scheduled drills, exercises, and appropriate follow-through activities designed for assessment and evaluation of emergency plans and capabilities. These tests which may be announced or unannounced can include tabletop exercises, field exercises and tests of the emergency notification systems on campus. The Department of Public Safety conducts one unannounced fire drill each semester in all residential, administrative, and academic buildings on campus. Thus, the emergency response and evacuation procedures are tested at least twice each academic year. Students/staff learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Public Safety does not tell residents/staff in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, Public Safety and/or Residence Life staff on the scene will communicate information to students/staff regarding the developing situation or any evacuation status changes.

The purpose of a fire drill is to prepare building occupants for an organized evacuation in case of an emergency. At Rosemont College, fire drills are used as a way to educate and train occupants on issues specific to their building. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the College an opportunity to test the operation of fire alarm system components.

Evacuation drills are monitored by Public Safety and Residence Life departments to evaluate egress and behavioral patterns. A report is prepared by the Department of Public Safety which identifies anyone who has not left the building and deficient equipment so that repairs can be made immediately. Recommendations for improvements are also submitted to the appropriate departments/offices for consideration.

Students receive information about emergency response procedures during their floor meetings and during other educational sessions that they can participate in throughout the year.

Residence Life staff are trained in these procedures as well and act as an ongoing resource for the students living in residential facilities.

Emergency exercises will be conducted at least once a year and will be announced. Public Safety coordinates fire drills and emergency exercises, as described above, to test the emergency response and evacuation procedures, and to assess and evaluate the evacuation plans and capabilities. Public Safety will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year.

CAMPUS EVACUATION

Rosemont College Department of Public Safety shall be responsible for the safe evacuation of all persons utilizing the College's facilities in the event of natural disasters, civil disturbances, and active threats. If large scale events occur that are beyond the resource capabilities of the Public Safety Department and the College, officials will request assistance from outside emergency resources such as Lower Merion Police Department, Bryn Mawr Fire Company, State Police, Montgomery County Emergency Management, and/or state departments of emergency management.

Evacuation means moving all people from a threatened area to a safer place. In cases requiring the evacuation of one building, occupants should proceed to a designated meeting area as directed by the Department of Public Safety. When orders are given to evacuate multiple buildings or large areas of the campus, students, faculty, staff, and visitors should proceed to evacuate as directed by Public Safety. Emergency notification systems will be used to notify the campus community if a protective action for evacuation is required.

- **Limited Evacuation**

Rosemont College policy requires immediate evacuation when any fire alarm sounds within a building. All students, faculty, staff, and any other individuals within the building must immediately depart the building using available exit routes, if safe. All building occupants will follow instructions issued by Public Safety personnel.

Conditions for temporary evacuation of a building or area also include, but are not limited to, incidents of mechanical, electrical or other facility-related failures; health, safety and/or environmental issues such as hazardous spills; and other emergency conditions. The Department of Public Safety, in consultation with other campus offices, will decide if a limited evacuation is warranted.

- **Campus-wide Evacuation**

For any event that significantly threatens Rosemont College, the Director of Public Safety, in consultation with key administration will determine if a campus-wide evacuation is warranted.

EVACUATION PROCEDURES

- Building evacuations will occur when a fire alarm sounds and/or upon notification by Public Safety personnel.
- When the fire alarm is activated close doors behind you, leave by the nearest marked exit and alert others to do the same.
- Assist persons with disabilities in exiting the building. If necessary, two or three individuals may carry the persons with disabilities from the building if the persons with disabilities cannot negotiate the stairs.
- Leave wheelchairs or other such equipment behind if they make movement of the persons with disabilities awkward, or ask another individual to carry the equipment separately.
- Never use an elevator in a fire or earthquake. Be prepared to notify rescue personnel immediately upon their arrival of the location of persons with disabilities in the affected building.
- Once outside, Public Safety or emergency personnel will direct you to the designated assembly area.
- In the event no Public Safety or emergency personnel are present, you should proceed to a clear area that is at least 500 feet or further, depending on the type of incident, away from the affected building. Stay there.
- Keep streets, fire lanes, hydrants areas, and walkways clear for emergency vehicles and personnel.
- Immediately notify emergency personnel of any injured persons and individuals remaining in the affected building.
- Do not return to an evacuated building unless told to do so by emergency personnel or Public Safety.

After evacuating the building all evacuees should report to a pre-determined assembly area or to an assembly area designated by the Department of Public Safety. Attempt to account for those who were with you, and report any individual known or presumed to be missing to a Public Safety Officer, College official at the assembly area or other emergency responder.

Evacuation Assembly Areas	
Building	Assembly Areas (On-Campus)
Alumnae Hall	Cardinal parking lot
Cardinal building	Connelly Green-by flag pole
Good Counsel	Chapel lawn side
Gracemere	School of Holy Child parking lot
Heffernan Hall	Tennis courts-grassy area
Kaul Hall	Connelly Green-by flag pole
Lawrence Hall	Chapel lawn side
Library	Connelly Green-by flag pole
Main building	Chapel lawn side
Mayfield Hall	Connelly Green-by flag pole
McShain/Rotwitt	Connelly- rear grassy area
White Hall	Cardinal parking lot

LOCKDOWN PROCEDURES

A lockdown of building(s) on campus is an emergency procedure intended to secure and protect the Rosemont community from an immediate threat of violence or harm. An immediate threat of violence may include, but is not limited to, active shooter on campus, a person near campus with a weapon, or significant law enforcement action in the area adjacent to campus. This action might be necessary when an evacuation would not be appropriate.

Lockdown Procedures:

- Try to remain calm;
- Remain indoors, e.g. your office or classroom. You are not allowed to leave the building unless an all clear has been sounded;
- If not in your typical surroundings proceed to a room that can be locked;
- Close and lock all doors. If it is not possible to lock the doors, place furniture and equipment in front of them to barricade them. Some doors open out into the corridor. In this situation, use whatever means possible to try to restrict entry to the room, including placing furniture and equipment in front of the door, or using a belt or other item to tie the door handle to something stable.
- Turn off all lights;
- Occupants should be seated below window level, toward the middle of a room away from windows and doors;
- Remain silent;
- Turn off all radios or other devices that emit sound;
- Silence cell phones;
- If gunshots are heard lay on the floor using heavy objects, e.g. tables, filing cabinets for shelter;
- If safe to do so, turn off gas and electric appliances, e.g. heater, fan, coffee maker, gas valves, lights and locally controlled ventilation systems, e.g. air conditioner.
- Use phones only for emergency notification to 911 or X2555 (Public Safety)
- Do not shelter in open areas such as hallways or corridors. Go to the nearest classroom, lecture hall or auditorium that can be locked.
- If outdoors seek nearby shelter, e.g. large trees, walls, mail boxes, and wait for additional instructions from the Public Safety or the police.
- Immediately notify emergency personnel of any injured persons and individuals remaining in the affected building.
- Do not return to an evacuated building unless told to do so by emergency personnel, building or College officials.

SHELTER IN PLACE PROCEDURES

A shelter in place on campus is an emergency procedure intended to keep you safe indoors if dangerous environmental conditions exist, such as extreme weather or a hazardous materials release.

- Try to remain calm;
- If outside seek shelter in the nearest building, preferably in an interior room with few windows;
- Allow access to others seeking shelter;

- A shelter in place means that there are dangerous environmental conditions but not any known threat of violent behavior. Allowing others into the building will not jeopardize your safety;
- Close all exterior doors, windows and any other openings to the outside;
- Avoid overcrowding by selecting several rooms as necessary;
- Monitor E2Campus alert and email for further instructions;
- Report any emergency or unusual condition to Public Safety;
- Do not leave the building until receiving the “all clear” from a Police Officer, Public Safety Officer, E2Campus alert, email, or website communication.

ACTIVE SHOOTER

An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearms(s) and victims are selected at random.

Active shooter situations are unpredictable and evolve quickly. The deployment of law enforcement is required to stop the shooting and mitigate harm to victims. Individuals must be prepared both mentally and physically to deal with an active shooter.

If it is possible to do so safely, exit the building immediately, moving away from the immediate path of danger, and take the following steps:

- Notify anyone you may encounter to exit the building immediately.
- Do not activate the fire alarm.
- Evacuate to a safe area away from the danger, and take protective cover. Stay there until emergency responders arrive.
- Leave your personal items behind.
- Call 911 and the Department of Public Safety at 610-527-1038, providing each dispatcher with the following information:
 1. Your name
 2. Location of the incident (be as specific as possible)
 3. Number of shooters (if known)
 4. Identification or description of shooter(s)
 5. Number of persons who may be involved
 6. Your exact location
 7. Injuries to anyone, if known
- Individuals not immediately impacted by the situation are to take protective cover, staying away from windows and doors until notified otherwise.

If exiting the building is not possible, the following actions are recommended:

- Go to the nearest room or office. Lock and barricade doors.
- Turn off the lights.
- Do not activate the fire alarm
- Seek protective cover such as thick desks, concrete walls or filing cabinets.
- Stay away from doors and windows.
- Keep quiet and act as if no one is in the room.
- Turn off radios and computers
- Silence cell phones.
- Do not answer the door.

No matter what the circumstances, if you decide to flee during an active shooter situation, make sure you have a plan and escape route in mind. Do not attempt to carry anything in your hands while fleeing. Do not try to move any injured people; leave them where they are and notify authorities of their location as soon as possible. Do not activate the fire alarm. Do not attempt to drive off campus until told it is safe to do so by police.

MAINTENANCE OF CAMPUS FACILITIES

The Facilities Services Department of Rosemont College maintains the facilities and ground to minimize hazardous conditions. Rosemont Department of Public Safety routinely patrols the campus and reports malfunctions lights and other unsafe physical conditions to the Facilities Services Department. In addition, the College maintains a Safety Committee to address safety concerns throughout the campus on a monthly basis. Campus community members can additionally report hazards directly to Facilities Services.

SECURITY AND ACCESS TO CAMPUS FACILITIES

The Rosemont College campus is open to the public. Academic and administrative buildings are open during normal business hours (typically Monday through Friday, from 9am to 5pm, except holidays) and are typically secured during the late evening hours, depending upon class schedules and special events. Residence Halls are secure at all times. Members of the Department of Public Safety regularly patrol the interiors and exteriors of all campus buildings.

During non-business hours access to all College facilities is by key/card swipe, if issued, or by admittance via Department of Public Safety or Residence Life staff. In the case of periods of extended closing, the College will admit only those with prior written approval to all facilities.

Student housing consists of five on-campus residence halls; Kaul, Connelly, Heffernan, Mayfield and Gracemere. Each hall is equipped with a card access system except Gracemere. Students living in the residence halls use their I.D. cards to access their building. This is an access control system, not a security system. Access to individual rooms is controlled by combination locks (except Gracemere). Windows in student rooms have no specialized security features. Rear entrances are outfitted with door alarms (except Gracemere) that when activated, notify the entire building that someone has used an unauthorized entrance/exit. Students should call Public Safety when door alarms are activated.

Gracemere Hall is for honor and high achieving students. Students use keys for entry to the building and rooms. The building's fire alarm system is monitored.

The entrances to residence halls are staffed by a Residence Assistant from 8:00 p.m. to midnight, Monday to Thursday, and on Fridays and Saturdays from 10:00 p.m. to 2:00 a.m. during the academic year. Student housing ranges from suites with numerous rooms to single and double rooms.

There is a Residence Director on call 24 hours a day, 7 days a week. Public Safety Officers conduct random rounds in each residence hall as part of the safety system provided for resident students. In addition, Residence Life staff receives regular training on safety and security matters; Residence Life and Public Safety meet with residents to discuss safety and security issues; and Campus Safety Alerts are posted in resident halls.

Employees of the Facilities Department and Admissions have access to the residence halls and buildings via their ID card. Facilities employees wear College designated uniforms.

All students and employees are required to have photo ID cards and must present them, upon request, to Public Safety personnel.

Residence halls open for early arrivals around the second week of August and close in the beginning of May when classes end. During the winter and summer breaks, when classes are not in session, residence halls are closed and card access is denied to anyone not approved to stay. The Dean of Students must approve anyone staying over during these periods of time and all safety and visitation policies are in effect.

VISITOR AND GUEST POLICY

Rosemont College holds students personally responsible for the actions of their guests. Since guests are to be escorted at all times by the Rosemont student, the student is accountable for the guest's actions and that s/he is expected to intercede should a guest behave in any way which is contrary to College policies and regulations or to the broader mission of the College.

Resident students are permitted to have guests in the residence halls. All guests must be signed in and escorted anywhere within the residence halls. Public Safety will escort guests off campus when found without an escort. Guests may not stay in a student room while the host is not present.

Each guest is allowed to be in the halls overnight no more than three days per week (regardless of host), or three consecutive days on campus. Each resident is allowed to have overnight guests no more than three days during a given week, or three consecutive days with a maximum of six days per month for a particular guest. Exceptions made only with permission from the Residence Director and the Assistant Dean/Director of Residence Life.

Residence Life staff reserve the right to restrict visitation privileges at any time.

SECURITY AWARENESS/CRIME PREVENTION PROGRAMS

The Director of Public Safety and/or the Title IX Coordinator facilitate programs for students, faculty, staff, and student organizations. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

During orientation in August, new students are informed of services offered by the Department of Public Safety to include, but not limited to: how to contact Public Safety to report crimes and sexual misconduct; personal safety; residence hall security; how to sign up for emergency notifications (e2campus), fire and evacuation procedures; and sexual misconduct training that includes prevention; confidential and non-confidential reporting sources; consent in Pennsylvania; sexual harassment/assault, domestic/dating violence, stalking, retaliation, and the bystander intervention. The students are also addressed by Montgomery County Victim Services Center and other speakers on preventing sexual violence and drug/alcohol use. Additionally, upperclassmen, faculty and staff are trained on the above topics during the year through presentations and online training.

Rosemont College utilizes the Safe College's Online training system to educate faculty, staff and students on Title IX, Clery, and VAWA. D. Stafford and Associates online training system is used to train Title IX adjudicators on an annual basis. Campus Security Authorities are training by the Safe College's Online training system and/or in person trainings conducted by the Director of Public Safety and the Title IX Coordinator.

Students, faculty, and staff are educated on fire safety, building evacuation, emergency operations/situations/notifications in various ways that include distribution of fact sheets; emergency response guidelines posted in all buildings, classrooms, residence halls; presentations; drills; and table top exercises. The Rosemont College Emergency Operations Plan is posted on Rosemont's website.

SEXUAL HARASSMENT/ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING PREVENTION PROGRAMS

Rosemont College offers different programs and resources in an effort to prevent and/or remedy occurrences of sexual harassment/assault, domestic violence, dating violence and stalking on its campus or at College-sponsored activities. Educational programming consists of primary prevention and awareness programs for all incoming students and employees and ongoing awareness and prevention campaigns.

Rosemont offers various prevention and awareness trainings/programs for students, faculty and staff via online modules and in person presentations. Online trainings are offered through Safe Colleges and D Stafford & Associates. In house trainings and programs are created and presented by the Title IX trainers (the Assistant Vice President for Human Resources/Title IX Coordinator and the Director of Public Safety/Deputy Title IX Coordinator). All in house trainings are annually reviewed and updated.

An annual mandatory training for all first year students is held during orientation. This in person training is presented by the Title IX Coordinator and Director of Public Safety covers definitions of prohibited conduct, statistical facts, situational examples, and safety tips. Topics covered include Title IX in general (what it is, rights and responsibilities, reporting methods, how the College responds to a complaint from investigation to sanctioning, etc.), sexual assault, rape, coercion, sexual exploitation, dating/domestic violence, stalking, consent, incapacitation, retaliation, and bystander intervention. A similar mandatory training is presented to the Athletes on an annual basis. Returning students, graduate students and professional studies students receive awareness

training through the online modules and information mailings. In addition, other various programs are offered through Residence Life, the PAUSE (People Against Unwanted Sexual Experiences) Club and the Title IX trainers.

The PAUSE Club offers programming throughout the year that is open to all students, faculty and staff. This programming includes but not limited to: open club meetings; movie nights; special events; and guest lecturers from the Montgomery County Victim Services, Women's Center of Bryn Mawr, the Laurel House, a SANE nurse, and individual victims of sexual assault. The PAUSE Club in conjunction with the Title IX Coordinators hold special campaign events that include: Take Bake the Night (annually), displaying ribbons throughout campus during Sexual Assault Awareness and Prevention month (April), information scavenger hunts, informational fair with table of representatives from outside resource agencies, Turning Red to Green event, and a Clothesline Project held in the cafeteria over several days.

Rosemont College was pleased to be able to offer a symposium last fall through the Pennsylvania Department of Education Governor's It's on Us grant. This Sexual Misconduct Prevention and Awareness Symposium had a special focus on inclusivity and were given in two sections a session for faculty, administration, and staff and another for students. Through the grant funds, the College contracted Campus Outreach Services to facilitate the presentations. Additionally, the College was very happy to extend an invitation to area high school administrators, counselors and students and to area college and university Title IX Coordinators. 13 high school representatives and 10 Title IX Coordinators attended the symposium.

Faculty and staff receive informational training sessions via in person presentations by the Title IX Coordinators in an auditorium setting as well as at faculty meetings. These trainings review Title IX and Clery responsibilities which include: institutional responsibilities to address and rectify sexual misconduct, reporting methods, the investigation process, adjudication, definitions, statistical facts, how to identify and help someone who may have been a victim, etc. This training is given to Public Safety, Residence Life staff including RA's and student peer leaders annually. Other methods of informing faculty and staff on sexual misconduct policies and procedures include: trainings offered through the Safe College's online module system, Title IX information given at the time of new employee onboarding, and annual collegewide mass email distribution of the Sexual Misconduct policy (that is reviewed and updated annually). All Campus Security Authorities are mandated to participate in annual training (provided by Safe Colleges or in person). All hearing board members also receive annual adjudicator training provided by D. Stafford and Associates online module. Those who are involved in the investigation process (including Public Safety Officers) receive in person training. The Title IX Coordinators continuously update their knowledge and best practices by attending seminars, outside training programs and webinars.

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. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

- 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 okay.
- Confront people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on or off-campus resources listed in this document for support in health, counseling, or with reporting.

Risk Reduction

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, 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))

- **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.
- Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
- **Walk with purpose**. Even if you don't know where you are going, act like you do.
- **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
- **Make sure your cell phone is with you** and charged and that you have cab money.
- **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
- **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
- **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 a way out of a bad situation.
- **Trust your instincts**. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately.
- **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.
- **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.
- **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 safe place immediately.
- **If you suspect you or a friend has been drugged, contact law enforcement immediately**. Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
- If you need to get out of an uncomfortable or scary situation, here are some things that you can try:
 - **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.
 - **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.
 - **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.
 - **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.
- **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?
- **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.

ALCOHOL AND DRUG POLICY AND PREVENTION

The College is committed to promoting and maintaining a learning, living, and work environment that is free from illegal alcohol and drug use and abuse, in accordance with all federal, state, and local laws. The Rosemont College Drug and Alcohol Abuse Prevention Program guidelines are distributed annually to all students, faculty and staff. These guidelines detail regulations and procedures regarding alcohol/drug use, possession, sale, distribution and are posted on Rosemont's website.

All students and employees should know that Rosemont College prohibits unlawful possession, use, sale, or distribution of illicit drugs and alcohol on its property or as part of any activities. We have designed the Drug and Alcohol Abuse Prevention Program (DAAPP) document to meet the requirements of the Drug-Free Schools and Communities Act Amendments of 1989 (CFR 34 Part 86) for drug-free schools and campuses. See <http://www.rosemont.edu/daap> for the complete document.

Rosemont College Drug and Alcohol Abuse Prevention Program (DAAPP) Policies and Procedures

Rosemont College has established a drug-free and alcohol abuse awareness program to inform its faculty, staff, and students about the dangers of drug and alcohol abuse and the penalties that may be imposed for drug and alcohol abuse violations. The Drug and Alcohol Abuse Prevention Program is available to all faculty, staff, and students of Rosemont. As part of this program, Rosemont has implemented the following measures.

General

- Annually, employees and students are made aware of the Rosemont Drug and Alcohol Abuse Prevention Program and Policy by means of electronic mail.
- A biennial review of the effectiveness of the DAAPP program is completed by the Office of Student Life, specifically the Judicial Committee, the Counseling Center, and the Assistant to the Dean of Students. The review will be approved by the College President.

Students

- Students are sent the policy (through electronic mail) each new semester to ensure the content is conveyed to all students attending Rosemont. This notification is sent at the end of the Drop/Add period to ensure students who enroll late still receive the necessary information.
- Students in the School of Continuing and Professional Studies and the School of Graduate Studies are sent electronic notification of DAAPP at the start of each class session.
- In addition to the annual notification, students and employees are offered written material including pamphlets and literature on drug and alcohol abuse. Such material is available at the Offices of Student Services and Human Resources as well as online at the Rosemont website.
- Drug and alcohol abuse prevention materials are distributed to all new students attending orientation sessions. The information will also be available on the Rosemont College website along with the Student Handbook. Students will be reminded that they are responsible to follow all policies and procedures outlined in the Student Handbook. Additionally, the Dean of Students Office will notify all students of the Drug and Alcohol Abuse Prevention Program in writing in their Welcome Back packet.
- At least once each academic year, Rosemont provides Brief Alcohol Screening and Intervention for College Students (B.A.S.I.C.S) training for Counseling Center interns and staff off campus or at Rosemont. As part of the program, Rosemont addresses topics such as; possession and use of alcoholic beverages and illegal drugs, and penalties that may be imposed for the illegal possession or use.
- The Counseling Center hosts several events beginning with C.A.R.E.S Day, New Student Orientation, First Year Seminar, and additional events throughout the academic year. Such events include a Quizzo Night, Counseling Corners, Thankful Thursdays, movie nights and, training sessions for appropriate staff, workshops and Drug and Alcohol Awareness Week.
- Rosemont offers alternatives to activities which may include alcohol or illicit drugs. Additionally, Rosemont provides students the opportunity to participate in campus clubs and organizations. These Rosemont events and organizations promote a constructive lifestyle and encourage healthy behavior in an environment absent drugs and alcohol.

Faculty and Staff

- Additionally, employees are provided a copy of the policy during the period of open enrollment for benefits (Sept./Oct.) along with other necessary health information.
- New staff and faculty members are informed of the policy in the Employee Handbook during New Employee Orientation.
- In addition to the annual notification, students and employees are offered written material including pamphlets and literature on drug and alcohol abuse. Such material is available at the Offices of Student Services and Human Resources as well as online at the Rosemont website.

- All full-time employees are eligible to participate in the Wellness Program, which encourages Rosemont employees to engage in fitness activity. This program promotes a healthy lifestyle, away from the pressures or risks of drug and alcohol.

Annual Distribution

Twice an academic year, the Dean of Students will notify all academic credit students of the Drug and Alcohol Abuse Prevention Program in writing. A website link will be continually available of the College "Consumer Information" page on the website.

The Office of Human Resources will provide written information to each new employee advising of the College's Drug and Alcohol Abuse Prevention Program. Further, the Employee Handbook will be distributed which refers to this program as well as Policy 205 (Drug-Free Workplace).

The Office of Public Safety will include in its federally mandated Annual Security Report, the information presented in this program.

Annual Distribution for College Employees and Students

A. Distribution to Employees

Employees will be informed about the College's Drug and Alcohol Abuse Prevention Policy at New Employee Orientation sessions, as well as through communications sent to all new employees to the College. Employees are also informed about the College's Drug and Alcohol Abuse Prevention Policy through annual communications. The Drug and Alcohol Abuse Prevention Policy is provided in paper format to all new employees to the college at the New Employee Orientation. Once a year, all employees of the college electronically receive the Drug and Alcohol Abuse Prevention Policy via our email system. Within these communications, employees are notified of the standards of conduct expected of them, a description of sanctions for violation of state, federal, local and campus laws relating to the use, sale, possession, and distribution of drugs and alcohol, and additional information about health risks associated with drug and alcohol use.

If any changes to the policy were to occur before the annual notification to the employees, the College shall send out an email notification regarding any and all modifications to the policy, along with a link to the changed/updated policy.

B. Distribution to Students

Students will be informed about the Drug and Alcohol Abuse Prevention Policy at the New Student Orientation sessions, as well as through communications by email from Student Life and Student Services to enrolled credit students each semester and by portal announcement. These will include information about health risks associated with drug and alcohol use, standards of conduct expected of students, a description of sanctions for violation of state, federal, and local laws relating to the use, possession, sale or distribution of drugs and alcohol, the College's Student Support and Referral Team, and community resources available to assist students dealing with issues related to drug and alcohol use and/or abuse.

In subsequent years during a student's enrollment in the school he/she/they will be reminded of the policy by email and on the Rosemont website. To the extent there are changes to the policy at any time, students will be sent a notification via email of any changes made to the policy.

Statement of Certification

The College understands that all of the Drug Free Schools and Communities Act (DFSCA) and Part 86 of the Department's General Administrative Regulations require participating Institutions of Higher Education (IHE) to develop and implement a drug and alcohol abuse education and prevention program.

- The College attests that the DAAPP materials were distributed in accordance with the DFSCA.
- The College attests that the institution understands all of its DFSCA obligations and has taken all necessary remediate actions to ensure that violations do not recur.

Revised June 2019

Employee Reporting Requirement

Under the Drug Free Schools and Communities Act Amendments of 1989, a faculty or staff member employed under a federal grant or contract must notify the College (Human Resources) in writing, of his or her arrest or conviction for violation of any criminal drug statute occurring in the workplace or while on College business no later than five days after such arrest or conviction.

HANDLING ALCOHOL EMERGENCIES

A potentially dangerous situation exists whenever an individual consumes too much alcohol. A high blood concentration level can result in bizarre, unpredictable behavior and/or unconsciousness. The degree of danger depends on the person's size, what and how much the person drank, during what time period, whether the person took drugs in addition to alcohol and other circumstances.

Get help immediately if ...

- the person cannot be aroused by shaking or shouting.
- the person's breathing is shallow, irregular or slowed to less than seven breaths per minute.
- the person sustained a blow to the head or any injury that caused bleeding.
- the person drank a large quantity or is disoriented, incoherent or has collapsed.

Call 911 if a person has passed out because of excessive alcohol use. Meanwhile:

- Check regularly for breathing and consciousness. Roommates and friends should arrange to stay by the person's bedside.
- The person's position is important. Make sure the person is lying on his/her side, with knees bent. This position will prevent choking should the person vomit.
- If the person vomits, stay with him/her to see that he/she does not swallow or breathe in the vomit. Get immediate help if the person has difficulty expelling the vomit or gags on it.

Rule of thumb: If you are not sure what to do, but you think the person needs help, call 911.

GOOD SAMARITAN/MEDICAL AMNESTY CONCERNING DRUGS AND ALCOHOL POLICY

Rosemont College wishes to ensure that students at medical risk as a result of alcohol or substance abuse will receive prompt and appropriate medical attention. Rosemont College strongly encourages students to call Public Safety for medical assistance for themselves or for other individuals who are dangerously under the influence of alcohol and drugs.

For this reason no student seeking medical attention for him/herself (or another) for intoxication or overdose shall be formally sanctioned for the illegal use or possession of alcohol or other drugs when other College policies have not been violated in conjunction with the intoxication or overdose.

This medical amnesty policy will be granted to both the intoxicated student and to the student seeking medical assistance for the intoxicated student; however, the intoxicated student may be required to participate in an educational intervention(s), including but not limited to: screenings by members of the alcohol/substance abuse team, parental notification, certified agency or treatment center, etc. The appropriate intervention is at the discretion of the Dean of Students.

SEXUAL MISCONDUCT

Rosemont College is committed to maintaining an environment conducive to learning for all students and a professional workplace for its employees that are free from offensive and unwelcome conduct, actions and words directed at anyone, but especially because of one's membership in a protected class. Rosemont College prohibits discrimination, discriminatory harassment, and sexual harassment, including sexual violence and any type of sexual misconduct. Rosemont College prohibits the offenses of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act). This policy also prohibits retaliation against a person who reports, complains about, or who otherwise participates in good faith in any matter related to this policy.

Rosemont College does not discriminate on the basis of sex in its educational, extracurricular, athletic, or other programs or in the context of employment. Sex discrimination is prohibited by Title IX of the Education Amendments of 1972, a federal law that provides:

“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.”

It is the practice of Rosemont College that immediate effective action is taken to eliminate any hostile environment, prevent its recurrence, and remedy the effects on the victim regarding any harassment that interferes with or limits a person’s ability to participate in, or benefit from school, including all activities and services.

Rosemont College prohibits discrimination, which can include disparate treatment directed toward individuals or group of individuals based on race, ethnicity, sex, color, religion, national origin, physical or mental disability, age, marital status, sexual orientation, pregnancy, gender identity, status as a veteran, or other protected class, that adversely affects their employment or education.

Rosemont College also prohibits sexual misconduct in any form, including sexual assault or abuse, sexual harassment, sexual violence, stalking, dating violence, domestic violence and any other forms of unwelcome conduct of a sexual nature, all of which can be forms of sexual discrimination. Members of the Rosemont College community should be able to live, study, and work in an environment free from sexual misconduct.

All members of the administration, faculty, staff and students will be subject to Rosemont College's disciplinary process for violation of this policy. Persons engaged in prohibited conduct may also be subject to criminal and civil procedures at state and/or federal levels. Rosemont College is committed to fair and prompt procedures to investigate and adjudicate reports of sexual misconduct.

This policy applies to all Rosemont College officers, administrators, supervisors, faculty, staff, students, volunteers, outside contractors, vendors, visitors, and applicants for employment or admission.

This policy applies to all on-campus and off-campus conduct. The College strongly encourages reports of prohibited conduct regardless of location. Even if the policy does not apply to the conduct because of its location, the College will take prompt action to provide for the safety and well-being of the complainant and the broader campus community.

PROHIBITED BEHAVIORS/CONDUCT

In determining whether alleged conduct violates this policy, the College will consider the totality of the facts and circumstances involved in the incident, including the nature of the alleged conduct and the context in which it occurred. Any of the prohibited conduct defined in this policy can be committed by individuals of any gender, and it can occur between individuals of the same gender or different genders. It can occur between strangers or acquaintances, as well as people involved in intimate or sexual relationships. Unacceptable behaviors/conduct includes but not limited to:

- Sexual Discrimination
- Sexual Misconduct
- Non-consensual Sexual Penetration – commonly known as rape
- Non-consensual Sexual Contact
- Sexual Exploitation
- Sexual Assault and Sexual Battery
- Sexual Harassment
- Intimate Relationship Violence – Domestic and Dating Violence
- Stalking
- Retaliation
- Inappropriate Conduct Related to Sex, Gender Identity, or Gender Expression.**

DEFINITIONS

Sexual Harassment is defined as any unwelcome conduct of a sexual nature. Conduct is considered "unwelcome" if the person did not request or invite it and considered the conduct to be undesirable or offensive. Unwelcome conduct can occur in various forms including name calling, graphic/written statements, physically threatening, harmful, and humiliating. The conduct need not include intent to harm, specific target or be repeated. And too, failure to complain does not equal welcomeness and welcoming some conduct does not welcome all conduct.

Sexual harassment can include unwanted or unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature, such as sexual assault or sexual violence. Determination as to whether the alleged conduct constitutes sexual harassment should take into consideration the totality of the circumstances, including whether it denies or limits the person's ability to participate in or to receive benefits, services, or opportunities in the College's programs and has the purpose or effect of unreasonably interfering with an individual's personal, educational or work experience or creating an intimidating, hostile or offensive work environment.

Under this policy, sexual harassment can be verbal, visual or physical. It can be overt, as in the suggestion that a person could get a higher grade or a raise in salary by submitting to sexual advances. The suggestion or the advance need not be direct or explicit; it can be implied from the conduct, circumstances and relationships of the persons involved. Sexual harassment can also consist of persistent, unwelcome attempts to change a professional or academic relationship to a personal one. It can range from unwelcome sexual flirtations and inappropriate put-downs of individual persons or classes of people to serious physical abuses such as sexual assault.

Examples could include, but are not limited to, unwelcome sexual advances; repeated and unwelcome sexually-oriented bullying, teasing, joking, or flirting; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess, or sexual deficiencies; gender harassment/stereotyping; derogatory or demeaning comments about women or men in general, whether sexual or not; leering, touching, pinching, or brushing against another's body; or displaying objects or pictures, including electronic images, which are sexual in nature and which create a hostile or offensive work, education or living environment.

Gender-based Harassment is unwelcome conduct of a nonsexual nature based on a student's actual or perceived sex, including conduct based on gender identity, gender expression, nonconformity with gender stereotypes, sexual orientation, and gender combined with another protected class.

Discrimination is any conduct that subjects an individual to disparate treatment on the basis of gender identity, gender expression, pregnancy, marital status, sexual orientation.

Sexual Misconduct is a term used to encompass a variety of behaviors described below. Sexual misconduct may be committed by anyone, including but not limited to, an intimate partner, friend, an acquaintance, supervisor, a faculty member, administrator or staff member, or a stranger. Anyone can be a victim or perpetrator of sexual misconduct, regardless of their sex, sexual orientation or gender identity. Sexual misconduct can occur when the perpetrator and victim are different sexes or same sex. Sexual misconduct can involve conduct that occurs on campus, off-campus, or via electronic means, including online, by social media, or by text.

Sexual Assault is a severe form of sexual harassment. Sexual assault is actual or attempted sexual contact with another person without that person's consent, including but not limited to, physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to use of drugs and/or alcohol or to an intellectual or other disability.

Sexual Battery is any intentional sexual contact, however slight, with any object, without consent. Sexual contact includes contact above or beneath clothing with the breasts, buttocks, genitals, or areas directly adjacent to the genitals (for instance, the inner thigh); touching another with any of these body parts, making another touch someone or themselves with or on any of these body parts; or any other bodily contact in a sexual manner.

Non-consensual sexual contact means any sexual touching, with any object, woman upon another person without consent or making any person touch you or them in a sexual manner. It is defined as engaging in any sexual contact other than intercourse with another person without that person's consent and/or cognizance. It includes any non-consensual sexual contact, including any improper touching of intimate body parts. It also includes the non-consensual removal of another's clothing, indecent contact (i.e., the unwanted touching of intimate body parts including, but not limited to, genitals, buttocks, groin, or breasts) or causing another to have indecent contact with them.

Non-consensual sexual intercourse means any sexual intercourse (anal, oral or vaginal), with any object, upon another person without consent. It is defined as engaging in sexual intercourse (oral, anal or vaginal) with another person without that person's consent and/or cognizance. Non-consensual intercourse may be accomplished by expressly or implicitly forcing or coercing another person to have intercourse against his/her will, including the use or threat of physical force, or any behavior that is designed to intimidate and induce fear in another person. Non-consensual intercourse can also occur when another person is incapable of denying or giving consent.

Sexual Exploitation is taking non-consensual or abusive sexual advantage of another person for the benefit or advantage of anyone other than the exploited party. Examples of sexual exploitation include, but are not limited to, the following:

- Causing or attempting to cause the incapacitation of another person to gain a sexual advantage
- Prostituting another person
- Non-consensual streaming, sharing, or recording of audio, video or photography of any type or distribution of such
- Engaging in sexual activity in the presence of a non-consenting third party
- Exposing genitals to a non-consenting individual (including sending pictures, video, etc.) or in a public area
- Watching others when they are naked or engaged in sexual activity without their consent
- Knowingly transmitting a sexually transmitted infection/disease to another individual without their consent
- Stealing of clothing
- Other behavior that goes beyond the boundaries of 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.

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

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

Coercion is the use of an unreasonable amount of pressure to gain sexual access. Coercion is more than an effort to persuade, entice, or attract another person to engage in sexual contact. When a person makes clear that they do not want to go beyond a certain sexual interaction, continued pressure can be coercive. In evaluating whether coercion was used, the College will consider: (i) the frequency of the application of the pressure, (ii) the intensity of the pressure, (iii) the degree of isolation of the person being pressured, (iv) the duration of the pressure, and (v) the relative positions within the College community of those involved.

Dating Violence is defined as physical, emotional, psychological, or sexual abuse committed against a person a) who is or has been in a social relationship of a romantic or intimate nature with the victim and b) where the existence of such relationship shall be determined based on a consideration of (i) the length of the relationship, (ii) the type of relationship and (iii) the frequency of interaction between the persons involved in the relationship.

Domestic Violence is crimes of violence (physical, emotional, psychological, or sexual abuse) committed by an intimate partner on the other intimate partner. Intimate partner means a spouse; a former spouse; persons who have a child in common whether or not they have been married or lived together at any time; and persons who are or were involved in a dating relationship. Dating relationship means frequent, intimate associations primarily characterized by the expectation of affection or sexual involvement, but does not include a causal relationship or an ordinary association between persons in a business or social context.

Stalking is defined as engaging in a course of conduct or repeatedly communicating to another person, repeatedly committing acts to another person, or repeatedly following the other person without proper authority, in a manner which exhibit an intent to place that person in reasonable fear of bodily injury or to cause substantial emotional stress to that person.

Retaliation means any attempt to seek retribution against an individual or group of individuals involved in filing a complaint or report under this policy, filing an external complaint raising concerns under this policy, participating in an investigation under this policy or opposing in a reasonable manner an action believed to constitute a violation of this policy. Retaliation can take many forms, including violence, threats or intimidation.

Consent is an affirmative decision to engage willingly in mutually acceptable sexual activity given by clear words or actions. Consent must be informed, voluntary, and mutual, and can be withdrawn at any time. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threats, or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply consent. Past consent to sexual activity with another person does not imply ongoing future consent with that person or consent to that same sexual activity with another person.

If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature, or extent of the sexual situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption that meets this standard, or being asleep or unconscious.

Consent **cannot** be any of the following:

- Inferred from silence, the absence of a “no”, or lack of protest or resistance.
- Obtained from a person who is asleep or otherwise mentally or physically incapacitated, and this condition was known or reasonably should have been known by the other individual(s) involved in the incident.
- Obtained from a person who is incapacitated by intoxicants such as alcohol, drugs, or medication, and this condition was known or reasonably should have been known by the other individual(s) involved in the incident. Incapacitation is defined as a state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g., to understand the “who, what, when, where, why or how: of the sexual interaction). Note: a person may still be conscious but lack the capacity to consent to a sexual act(s).
- Obtained by threat or force.
- Obtained through coercion.
- Obtained through an unreasonable belief in affirmative consent that arose from an individual’s own intoxication, recklessness, or failure to determine affirmative consent.

Incapacitation is the inability to make informed, rational judgments and decisions. If alcohol or drugs are involved, incapacitation may be assessed by evaluating how the substance has affected a person’s decision-making capacity, awareness, and ability to make informed judgments. The impact of alcohol and drugs varies from person to person; however, warning signs of possible incapacitation include slurred speech, unsteady gait, impaired coordination, inability to perform personal tasks such as undressing, inability to maintain eye contact, vomiting, and emotional volatility. The perspective of a reasonable person will be considered in the College’s determination of whether a person knew, or reasonably should have known under the circumstances, whether the other party was incapacitated. Being intoxicated or incapacitated does not diminish one’s responsibility to obtain consent and will not be an excuse for sexual misconduct.

Complainant means the person who allegedly has experienced the prohibited conduct, regardless of whether that individual makes a complaint or desires disciplinary action. A complainant may be a student, employee, faculty member, volunteer, vendor, visitor, or guest regardless of their sex, sexual orientation, or gender identity.

Respondent is someone alleged to have been involved in an incident of prohibited conduct.

Preponderance of the evidence standard means that a decision of responsibility for a policy violation will be made on whether it is more likely than not that the respondent violated the policy on the totality of information gathered during the investigation.

REPORTING SEXUAL MISCONDUCT

Any person who believes they have been a victim of, have witnessed or otherwise wish to report any incident of sexual misconduct including sexual harassment should contact the Title IX Coordinator, Jane Federowicz (office: Main Building, Room 205; jfederowicz@rosemont.edu; phone: 2610-527-0200, x2242) by calling, writing, or coming into the office to report in person.

If you are the victim of a sexual assault, dating violence, domestic violence or stalking get to a safe place and ask for help, tell someone:

Call **911** and/or
 Department of Public Safety by dialing **x2555** from any campus phone or
610-527-1038 from any other phone

The initial concern of the College is for the well-being and safety of the victim and the community. If there is reason to believe that an assailant is at large who poses an immediate threat to the community, the Title IX Coordinator and the Director of Public Safety will take action to protect the campus. In doing so, they will reveal no information which might identify the victim. After seeing to the well-being of the student reporting the alleged assault and to the immediate security of the campus, the College will investigate the charge that has been reported.

The College does not have a timeframe for reporting sexual misconduct. Reports can be submitted at any time following an incident, although the College’s ability to take any action may be negatively affected by the length of time between the alleged incident and the report.

All members of the faculty, administration, supervisors, coaches, Public Safety officers, RA’s, and Residence Life staff who have information regarding, are witness to, or become aware by any means of any form of discrimination, sexual harassment, sexual misconduct and/or inappropriate sexual behavior that occurs on campus or at a College related activity, are required to report the incident immediately (see below regarding Responsible Employees). All other employees are strongly encouraged to report such incidents. Reports may be made directly to either the Title IX Coordinator or a Title IX Deputy Coordinator.

Title IX Coordinator and Deputy Coordinator Information

TITLE IX COORDINATOR	Jane Federowicz Assistant Vice President for Human Resources	Room 205 Main Building	jfederowicz@rosemont.edu	610-527-0200 x2242
TITLE IX DEPUTY COORDINATOR	Matthew Baker Director of Public Safety	Kaul Hall Lower Level	matthew.baker@rosemont.edu	610-527-0200 x2556
TITLE IX DEPUTY COORDINATOR	Troy Chiddick Dean of Students	Room 105 Good Counsel Hall	tchiddick@rosemont.edu	610-527-0200 x2400
TITLE IX DEPUTY COORDINATOR	Joseph Pavlow Athletic Director	Alumnae Hall Upper Level	joseph.pavlow@rosemont.edu	610-527-0200 X4265

Responsible Employees

A “Responsible Employee” is a College employee who has the mandated responsibility of reporting sexual harassment and misconduct to the Title IX Coordinator. All members of the faculty, administration, supervisors, coaches, Public Safety officers, RA’s, and Residence Life staff are Responsible Employees.

When a victim tells a Responsible Employee about an incident of sexual misconduct/violence, the victim has the right to expect Rosemont College to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.

A Responsible Employee must report to the Title IX Coordinator all relevant details about the alleged sexual misconduct / violence shared by the victim including the names of the victim and alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.

To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling Rosemont College’s response to the report. A Responsible Employee should not share information with law enforcement without the victim’s consent.

Before a victim reveals any information to a Responsible Employee, the Responsible Employee should ensure that the victim understands the employee’s reporting obligations – and, if the victim wants to maintain confidentiality, direct the victim to confidential resources.

If the victim wants to tell the Responsible Employee what happened but also maintain confidentiality, the employee should tell the victim that Rosemont College will consider the request, but cannot guarantee that Rosemont College will be able to honor it. In reporting the details of the incident to the Title IX Coordinator, the Responsible Employee will also inform the Title IX Coordinator of the victim’s request for confidentiality.

Anonymous Reporting

Any individual may make an anonymous report concerning an act of sexual harassment, sexual misconduct, domestic violence, dating violence, or stalking. An individual may report the incident without disclosing their name, identifying the Responding Person, or requesting any action. Depending on the extent of information available, the College's ability to respond to an anonymous report may be limited. To submit an anonymous report, go to the College’s website www.rosemont.edu, click on the Public Safety tab and then click on the Online Crime and Sexual Misconduct Report tab.

Sexual Assault Amnesty Policy

The health and safety of every student at Rosemont College is of utmost importance. The College recognizes that students who have been drinking and/or using drugs (whether use is voluntary or involuntary) at the time that violence, including but not limited to domestic violence, dating violence, or sexual assault occurs, may be hesitant to report such incidents due to fear of potential consequences for their own conduct. The College strongly encourages students to report incidents of domestic violence, dating violence, stalking, or sexual assault to College officials.

A bystander acting in good faith or a reporting individual (complainant) acting in good faith that discloses any incident of domestic violence, dating violence, stalking, or sexual assault to College officials, Public Safety, and/or law enforcement will not be subject to the College’s code of conduct action for violations or alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, or sexual assault.

Timely Warnings

When an incident of sexual misconduct that is reported to the College involves an alleged crime that constitutes a possible ongoing or continuing threat to the campus community, the College will evaluate each incident on a case-by-case basis to determine if a timely warning notice will be distributed to the community in a manner consistent with the requirements of the Clery Act. If a timely warning is issued to the campus community due to a report of intimate partner violence and abuse, sexual assault, sexual battery, sexual exploitation or stalking, the College will not release the name of identifying information about the complainant.

How Rosemont College Will Weigh the Request for Confidentiality

If a victim discloses an incident to a Responsible Employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, Rosemont College must weigh that request against Rosemont College's obligation to provide a safe, non-discriminatory environment for all students and staff, including the victim.

If Rosemont College honors the request for confidentiality, a victim must understand that Rosemont College's ability to meaningfully investigate the incident and pursue disciplinary action against the alleged perpetrator(s) may be limited.

Although rare, there are times when Rosemont College may not be able to honor a victim's request in order to provide a safe, non-discriminatory environment for all students. Rosemont College has designated the following individual to evaluate requests for confidentiality once a Responsible Employee is on notice of alleged sexual violence:

Jane Federowicz - Assistant Vice President for Human Resources/ Title IX Coordinator

When weighing a victim's request for confidentiality or that no investigation or discipline be pursued, the Title IX Coordinator will consider a range of factors, including the following:

- The increased risk that the alleged perpetrator will commit additional acts of sexual or other violence, such as:
- Whether there have been other sexual violence complaints about the same alleged perpetrator;
- Whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of violence;
- Whether the alleged perpetrator threatened further sexual violence or other violence against the victim or others;
- Whether the sexual violence was committed by multiple perpetrators;
- Whether the sexual violence was perpetrated with a weapon;
- Whether the victim is a minor;
- Whether Rosemont College possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras or physical evidence);
- Whether the victim's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead Rosemont College to investigate and, if appropriate, pursue disciplinary action. If none of these factors is present, Rosemont College will likely respect the victim's request for confidentiality.

If Rosemont College determines that it cannot maintain a victim's confidentiality, Rosemont College will inform the victim prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling Rosemont College's response.

If Rosemont College determines that it can respect a victim's request for confidentiality, Rosemont College will also take immediate action as necessary to protect and assist the victim.

Local Law Enforcement

Notwithstanding the victim's ability to file/report a complaint with Rosemont College, the victim may also file a report with local law enforcement. College Title IX Coordinator, Director of Public Safety or Dean of Students will assist the victim in reporting the alleged offense to the local police if the victim requests such assistance. In addition, the importance of preserving evidence for proof of a criminal offense is conveyed to the victim at the time of first reporting. Although the College strongly encourages all member of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement.

College action against violators of this policy does not in any way preclude the possibility of criminal action by civil authorities, should the victim wish to pursue this course of action.

Medical Attention/Preservation of Evidence

For your safety and well-being, immediate medical attention is encouraged. In the case of rape or sexual assault, getting immediate medical attention is crucial so you can be evaluated for physical damage as well as collect any physical evidence. To keep evidence viable, do not change clothes, bathe, shower, use the restroom or cleanse in any way prior to your examination. If you have physical injuries, have them photographed with a date stamp on the photo. Try to memorize details and record those details. Getting medical attention does not require you to report to anyone. Get medical attention immediately. You should be evaluated for injury and sexually transmitted diseases. You do not have to report the rape; however, the medical staff can collect physical evidence should you choose to press charges later.

Preserving Information

Complainants, respondents, and witnesses should consider whether there is information to gather that might be helpful to investigator(s) and should preserve relevant items. For example, receipts, text messages, pictures, videos, emails, Facebook posts or messages, Snapchats, or other social media posts may be helpful during an investigation or hearing. It may be helpful not to delete this information and preserve it for later. Also, complainants, respondents, and witnesses are encouraged to write down a list of possible witnesses to submit to investigator(s).

Protection from Abuse (PFA) and Sexual Violence Protection (SVPO) Orders

A Protection from Abuse Order is a civil order that provides protection from harm by family or household members, sexual or intimate partners, or someone with whom you have a child in common. A Sexual Violence Protection Order is similar to a PFA and offers civil protection to any victim of sexual violence who is a risk of harm from their perpetrator. PFA's and SVPO's are issued by a judge. The local police or Victim Services Center of Montgomery County can provide further information on these protection orders and assist in obtaining one. Rosemont College will honor any official PFA's or SVPO's issued. Copies of such orders should be given to the Director of Public Safety.

Office for Civil Rights

An individual to whom this policy applies may also file a complaint with the Office for Civil Rights (OCR); however, Rosemont College encourages you, but does not require you, to first file/report any sexual misconduct complaint with any of the Rosemont College parties named herein. For more information and/or to file a complaint with OCR: Philadelphia Office for Civil Rights, U.S. Department of Education, The Wanamaker Building, 100 Penn Square East, Suite 515, Philadelphia, PA 19107. Telephone: 215-656-8541 Email: CR.Philadelphia@ed.gov.

On-Campus Counseling Services

Rosemont Counseling Center	Chapel – Lower Level	610-527-0200, x2416	Employees & Students
Rosemont Wellness Center	Chapel – Lower Level	610-527-0200, x2420	Employees & Students

In the event of an emergency and the Counseling and Wellness Centers are closed, contact Public Safety at x2555 or go to the Bryn Mawr Hospital Emergency Room.

The Counseling Center at Rosemont College is committed to promoting the personal growth and development of our students and to assisting them in overcoming obstacles that may interfere with their academic success. The Center offers a safe atmosphere for students to discuss any personal concerns or difficulties. All services are voluntary, confidential, and free of charge to all students.

Individuals who work or volunteer in the Counseling Department, 610-527-0200, x2417 can generally talk to a victim without revealing any personally identifying information about an incident to Rosemont College. A victim can seek assistance and support from these individuals without triggering a Rosemont College investigation that could reveal the victim's identity or that the victim has disclosed the incident.

While maintaining a victim’s confidentiality, these individuals or their office should report the nature, date, time, and general location of an incident to the Title IX Coordinator.

This limited report – which includes no information that would directly or indirectly identify the victim – helps keep the Title IX Coordinator informed of the general extent and nature of sexual violence on and off-campus so the Coordinator can track patterns, evaluate the scope of the problem, and formulate appropriate campus-wide responses. Before reporting any information to the Title IX Coordinator, these individuals will consult with the victim to ensure that no personally identifying details are shared with the Title IX Coordinator.

A victim who speaks to a professional or non-professional counselor must understand that, if the victim wants to maintain confidentiality, Rosemont College will be unable to conduct an investigation into the particular incident or pursue disciplinary action against the alleged perpetrator.

Even so, these counselors’ will still assist the victim in receiving other necessary protection and support, such as victim advocacy, academic support or accommodations, disability, health or mental health services, and changes to living, working or course schedules. A victim who at first requests confidentiality may later decide to file a complaint with the College or report the incident to local law enforcement, and thus have the incident fully investigated. These counselors will provide the victim with assistance if the victim wishes to do so.

Confidential Counselors

Professional, licensed counselors and pastoral counselors who provide mental-health counseling to members of the College Community (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX Coordinator without a victim’s permission.

Off-campus counselors, advocates, and health care providers will also generally maintain confidentiality and not share information with Rosemont College unless the victim requests the disclosure and signs a consent or waiver form. All services are voluntary, confidential, and free of charge to all students and staff.

Rosemont College has entered into an agreement with Victim Services Center of Montgomery County to provide confidential counseling and support services for victims of sexual abuse.

Off-campus Resources and Support

Employee Assistance Program (EAP) through Guardian (WorkLife Matters)		800-386-7055 www.ibhworklife.com	Employees only
Nurse Navigator Program through ConnectCare3		877-223-2350 www.connectcare3.com info@connectcare3.com	Employees only
Bryn Mawr Hospital Behavioral Health	130 South Bryn Mawr Ave. Bryn Mawr, PA 19010	1-888-CARE-898 (1-888-227-3898)	Employees & Students
Bryn Mawr Hospital (for medical treatment)	130 South Bryn Mawr Ave. Bryn Mawr, PA 19010	484-337-3000	Employees & Students
Suicide and Crisis Intervention Hotline		215-686-4420	Employees & Students
WOAR (Women Organized Against Rape)	One Penn Center 1617 John F Kennedy Blvd. Suite 1100 Philadelphia, PA 19103	24 hour Hot Line: 215-985-3333 Website: www.woar.org	Employees & Students
The Women's Center of Montgomery County	14 S. Bryn Mawr Ave Bryn Mawr, PA 19010	24 hour Hot Line: 1-800-773-2424 Bryn Mawr Office: 610-525-1427 Website: www.wcmontco.org	Employees & Students
Victim Services Center of Montgomery County	325 Swede St., 2nd Floor Norristown, PA 19401	24 hour Hot Line: 610-277-5200 610-277-0932 Website: www.victimservicescenter.org	Employees & Students
Mazzoni Center LGBTQ Health & Well-Being	Medical Center: 1348 Bainbridge Street Philadelphia, PA 19147	215-563-0652 Website: www.mazzonicenter.org	Employees & Students

VICTIM'S RIGHTS

Rosemont College is committed to providing options, support, and assistance to victims/survivors of sexual assault, domestic violence, dating violence, and/or stalking. All victims of these crimes and violations, regardless of race, color, national origin, religion, creed, age, disability, sex, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction, have the following rights, regardless of whether the crime of violation occurs on or off campus:

- To be informed of the College's sexual misconduct and harassment policy;
- To be treated with respect, dignity, and sensitivity throughout the process;
- To be informed of available resources including counseling both on and off campus and how to access these resources;
- To an advisor or support person of your choosing for guidance through the investigation and/or appeal process;
- To be informed of the options to notify law enforcement and the option to be assisted by campus authorities in notifying such authorities;
- To a campus no-contact order against another student who has engaged in or threatens to engage in behavior that presents a danger to the welfare of the complaining student;
- The right to notification of and options for, and available assistance in, changing academic and living situations, work situations, if so requested by the survivor and if such changes are reasonably available;
- The availability of interim measures;
- The right to a thorough, prompt, and equitable investigation and resolution of a complaint;
- To an outcome based solely on the preponderance of evidence that is credible, relevant, and without prejudice;
- The right to be informed of the outcome and sanction of any disciplinary decision/hearing, without condition;
- The right to appeal the investigation finding and sanction;
- The right to be free from retaliation by the institution, the accused and/or respondent, and/or their friends, family and acquaintances within the jurisdiction of the College, as a result of filing a report and/or your involvement in an investigation;
- To a college response to any retaliation or harassment you experience based on your involvement in an investigation.

Rosemont College will provide written notice of these rights when a student or employee reports their victimization.

RESPONDENT RIGHTS

If you have been named in a complaint of sexual misconduct, discrimination, or harassment, you have the right to expect:

- The right to provide full response to the allegations;
- To be informed of the College's sexual misconduct and harassment policy;
- To be treated with respect, dignity, and sensitivity throughout the process;
- To be informed of available resources including counseling both on and off campus and how to access these resources;
- To an advisor or support person of your choosing for guidance through the investigation and/or appeal process;
- To be provided with a written notice of investigation and the nature of the complaint filed against you;
- The right to a thorough, prompt, and equitable investigation and resolution of a complaint;
- To an outcome based solely on the preponderance of evidence that is credible, relevant, and without prejudice;
- The right to be informed in writing of the outcome and sanction of any disciplinary decision/hearing, without condition;
- The right to appeal the investigation finding and sanction;

- The right to be free from retaliation by the institution, the accused and/or respondent, and/or their friends, family and acquaintances within the jurisdiction of the College, as a result of filing a report and/or your involvement in an investigation;
- To a college response to any retaliation or harassment you experience based on your involvement in an investigation.

Role of a Support Person

A support person is an individual who may accompany a respondent or complainant during the investigation process, such as any meetings with the Title IX Coordinator, investigator(s), or appeals officers, including interviews, hearings, and any meeting related to the appeals process. A student may only have one support person with them during a meeting or other proceeding; however, that person does not need to be the same individual throughout an entire investigation process. Complainants and respondents may have any individual of their choosing serve as a support person. A support person may not speak on behalf of the individual they are supporting in the investigation, appeal hearing or other part of the process, including answering or asking questions for them. A support person's participation in the process must not interfere with the investigation or hearing. The Title IX Coordinator, investigator(s), hearing officers, and appeals officers have the authority to determine what constitutes appropriate behavior of a support person and to take reasonable steps to ensure compliance with this policy, which may include removing a support person from a meeting, hearing, or process.

RESOLUTION PROCESS

Whether through an informal or formal process, which shall be conducted by Rosemont College employees (Title IX Coordinator, Deputy Coordinator and/or Investigators), Rosemont College will provide a prompt, fair and impartial investigation and resolution. If extenuating circumstances will delay the proceedings, the College will inform both the complainant and respondent of the circumstances.

Initial Assessment

When a report is made, the Title IX Coordinator will conduct a preliminary assessment to determine whether the alleged conduct, as presented by the report, would present a potential violation of this policy and whether further action is warranted based on the alleged conduct. After receiving a report of alleged sexual misconduct, the Title IX Coordinator will contact the complainant to explain their opportunities and resources under this policy, reporting options on and off campus, interim and supportive measures as applicable, and appropriate referrals, as well as to invite the complainant to an in-person meeting. The first meeting is called intake. At intake, the Title IX Coordinator and/or investigator(s) will gather information about the incident and assess the need for interim action.

Interim Measures and Remedies

Rosemont College will remain ever mindful of the victim's well-being, and will take ongoing steps to protect the victim from retaliation or harm and work with the victim to create a safety plan. Retaliation against the victim, whether by students or College employees, will not be tolerated. Rosemont College will also:

- Assist the victim in accessing other available victim advocacy, academic support, counseling, disability, health or mental health services;
- Provide other security and support, which could include issuing a no-contact order, helping arrange a change of living or working arrangements or course schedules (including for the alleged perpetrator pending the outcome of an investigation) or adjustments for assignments or tests; and
- Inform the victim of the right to report a crime to campus or local law enforcement – and provide the victim with assistance if the victim wishes to do so.

Upon receipt of a report, the College will provide reasonable and appropriate interim measures designed to eliminate the alleged hostile environment and protect the Parties involved. The College will make reasonable efforts to communicate with the Parties to ensure that all safety, emotional and physical well-being concerns are being addressed. Interim measures may be imposed regardless of whether formal disciplinary action is sought by the Complainant or the College, and regardless of whether the crime is reported to local law enforcement.

The Title IX Coordinator and the Dean of Students are available to coordinate efforts to meet the victim's needs. If requested and appropriate, the Title IX Coordinator, the Director of Public Safety, and the Dean of Students

will assist with safety concerns, discussions with significant others, or accommodations such as alternative class assignment or working arrangement, transportation assistance and/or escort, administrative no-contact orders, safety and security services, and other assistance if requested and reasonably available.

A Complainant or Respondent may request a No Contact Order or other protection, or the College may choose to impose interim measures at its discretion to ensure the safety of all Parties, the broader College community, and/or the integrity of the process.

The College will maintain the privacy of any remedial and protective measures provided under this Policy to the extent practicable and will promptly address any violation of the protective measures. All individuals are encouraged to report concerns about failure of another individual to abide by any restrictions imposed by an interim measure. The College will take immediate and responsive action to enforce a previously implemented restriction if such restriction was violated.

Interim measures including written information will be implemented:

- Rosemont College will assess the immediate safety needs of the complainant;
- Will provide contact information as well as assist with contacting the local police if complainant requests;
- Provide medical services and/or assist with obtaining medical attention;
- Will provide complainant with information and referrals to on and off campus counseling, victim advocacy and legal assistance;
- Will assist with visa/immigration and student financial aid issues;
- Will provide a copy of the Sexual Misconduct policy and will inform the complainant regarding timeframes for inquiry, investigation and resolution;
- Will provide a copy of Survivor Bill of Rights;
- Will inform the complainant of the outcome of the investigation/hearing and whether or not the accused will be administratively charged;
- Will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

Potential remedies, which may be applied include but not limited to:

- Access to counseling services and assistance in setting up initial appointment, both on and off-campus;
- Imposition of campus “No Contact Order”;
- Rescheduling of exams and assignments;
- Providing alternative course completion options;
- Change in class schedule, including the ability to take an “incomplete,” or drop a course without penalty;
- Change in work schedule or job assignment;
- Financial aid related services;
- Change in or suspension of on-campus housing;
- Change of office space;
- Limit an individual’s access to campus, certain College facilities or activities pending resolution of the matter;
- Providing an escort to ensure safe movement between classes and activities;
- Providing academic support services, such as tutoring;
- Voluntary leave of absence;
- Interim suspension or College-imposed leave;
- Any other remedy that can be tailored to the involved individuals to reasonably achieve the goals of this Policy.

These accommodations/protective measures are provided if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to local law enforcement.

Interim measures remain in place until the case has been investigated and resolved or until lifted by the appropriate College official or designee.

Interim Suspension

Where the reported conduct poses a substantial and immediate threat of harm to the safety or well-being of an individual, members of the campus community, or the performance of normal College functions, the College may place a student on leave or impose leave for an employee. Pending resolution of the report, the individual may be denied access to the campus, campus facilities, and/or all other College activities or privileges for which the student/employee might otherwise be eligible, as the College determines appropriate. When interim suspension or leave is imposed, the College will make reasonable efforts to complete the investigation and resolution within an expedited timeframe.

Informal Process

Rosemont College has adopted an informal process through which harassment and discrimination complaints may be resolved promptly and discreetly, often through communication, education, and/or mutual agreement. The Reporting party can end the informal process at any time and begin the formal resolution process. The goal of informal resolution is to resolve concerns at the earliest stage possible, with the cooperation of the parties involved.

Efforts for early resolution will be flexible and encompass a full range of possible outcomes, including, but not limited to addressing the Responding party, participating in mediation (which may be ended at any time by either party in favor of the formal process), or arranging a remedy for the Reporting party and/or agreement by the Responding party to accept a disciplinary sanction. The informal resolution process could include by way of example: separating the parties; referring the parties to counseling; conducting targeted educational and training programs; or providing remedies for the individual harmed by the alleged discrimination.

Mediation will not be used to resolve alleged sexual assault complaints.

If the matter is resolved informally to the satisfaction of all parties, the Title IX Coordinator will maintain a record of the complaint and its resolution.

If informal resolution is not possible, the Title IX Coordinator will proceed to formal resolution of the complaint.

Investigation

Reporting a sexual assault may help to prevent another assault. Reporting the incident does not mean the victim must proceed with a prosecution.

The Reporting party (complainant) should submit a signed, written statement, including the Reporting Party's name, signature, contact information; the name of the person directly responsible for the alleged violation; a detailed description of the conduct or event that is the basis of the alleged violation; the date(s) and location(s) of the occurrence(s); the names of any witnesses to the occurrence(s); the resolution sought; and any documents or information that is relevant to the complaint. While an investigation may begin on the basis of an oral complaint, the Reporting party is strongly encouraged to file a written complaint.

When a Responsible Employee has knowledge of or receives a complaint of sexual misconduct, the individual receiving the complaint shall immediately notify the Title IX Coordinator. Once an oral or written complaint is filed with the Title IX Coordinator the complaint will be assessed, and if warranted, will be assigned for investigation to a Title IX Investigator.

In the event the Title IX Coordinator finds an investigation may not be warranted, he/she may also dismiss the complaint if the facts alleged in the complaint, even if taken as true, do not constitute prohibited harassment or discrimination; the complaint fails to allege any facts that suggest prohibited harassment or discrimination occurred; or the appropriate resolution or remedy has already been achieved or has been offered and rejected.

If it is determined that a complaint will not be investigated, the Title IX Coordinator will send the Reporting party a notification letter explaining the reason for the dismissal and informing the Reporting party that, within fifteen (15) business days of the notification, he or she may appeal the decision not to proceed with a complaint investigation to the Title IX Hearing Panel or the Vice President for Finance and Administration. The written

appeal must explain why the decision to dismiss the complaint was in error. The Hearing Board or Vice President for Finance and Administration will respond within twenty (20) business days of receipt of the appeal. The Rosemont College Hearing Panel or Vice President for Finance and Administration's decision is final. If the decision to dismiss is overturned, the complaint is sent back to the Title IX Coordinator for investigation in accordance with the procedures outlined herein.

If the Title IX Coordinator finds an investigation is warranted, he/she will provide the Responding party with a copy of the complaint and allegations within ten (10) business days of the Title IX Coordinator's receipt of the oral/written complaint. If the Responding party cannot be located, attempts of notification will be documented. Responding party will have ten (10) business days to respond in writing. Responding party's statement must contain full and specific responses to each claim or complaint, admitting, denying or explaining the Reporting party's allegations. Responding party must sign his or her response, which will then be appended to the original complaint. If the Responding party fails to respond within time noted above, the Title IX Coordinator may proceed with investigation and determination of sanctions.

During the investigation, and depending on the nature of the allegations, the Title IX Investigator, in his or her discretion, may interview Reporting party, Responding party and/or witnesses; review written documentation and relevant policies; and take other necessary steps to thoroughly investigate the allegations. Interviews with the Reporting party and Responding party will occur separately. Rosemont College will ensure that both the Reporting party and Responding party are afforded equal opportunities to present relevant witnesses and other evidence.

Disclosure of facts to witnesses and parties is limited to what is reasonably necessary to conduct a fair and thorough investigation. Participants in an investigation are advised that maintaining confidentiality is essential to protect the integrity of the investigation.

Both the Reporting party and Responding party have the opportunity to be accompanied by a support person of their choice to any meeting or proceeding related to the incident.

During the investigation, the Title IX Investigator in communication with the Title IX Coordinators may take appropriate interim measures to ensure safety and non-retaliation for all parties.

Investigation Findings

Upon completion of the investigation, the Title IX Investigator will issue a written report to the Title IX Coordinator. The report shall include: a recommendation of whether a violation of the policy occurred, an analysis of the facts discovered during the investigation, and any relevant evidence. Factual conclusions shall be based upon a preponderance of the evidence standard (e.g., more likely than not).

The decision about whether there has been a violation of this Sexual Misconduct Policy will be made by the Title IX Coordinator. Determination and sanctions may be issued by the Title IX Coordinator or referred to a hearing panel.

Both the Reporting party (complainant) and Responding party (accused/respondent) shall be simultaneously informed in writing of:

- The outcome of the investigation and resulting sanctions;
- The procedures for the Responding party and the Reporting party to appeal the result of the proceeding;
- Any change to the results before it becomes final; and
- When such results become final.

The Responding party shall be informed of the findings and of actions taken or recommended to resolve the complaint and shall be notified generally of referrals and/or recommendations for disciplinary action.

Possible Disciplinary Sanctions

The purpose of disciplinary sanctions for violations of this policy is to educate students/employees about responsible behavior as members of the Rosemont College community, to maintain order, and to protect the rights

of others. There is no set sanction for any of the offenses provided in this Policy. Sanctions will be determined individually and will reflect the nature and severity of the offense. Notwithstanding Rosemont College's right to impose a sanction under this Policy, students/employees may also be subject to penalties at the local, state, and federal level.

The College reserves the right to apply any sanction for a violation of this Policy including VAWA offenses of sexual assault, domestic violence, dating violence and stalking in its sole discretion, appropriately addresses the gravity and frequency of the offense. One or more sanctions may be imposed for any offense. Prior offenses are cumulative and any student/employee found in violation of the same offense or a second offense of equal or greater magnitude may be suspended or expelled/terminated from the College. The failure to comply with an imposed sanction, as directed, can lead to the imposition of more severe sanctions, up to and including suspension or expulsion/termination. The identified sanctions represent a full range of sanctions which may be imposed against a student/employee found in violation of this Sexual Misconduct Policy.

- **Disciplinary Warning or Reprimand** - A disciplinary warning or reprimand is an official written statement of censure.
- **Letter of Apology to the Aggrieved Party** - A student/employee may be required to write a letter of apology to the aggrieved party.
- **Requirement to Seek Counseling** - The student/employee shall be required to provide evidence to the Title IX Coordinator of attendance and completion of counseling by a qualified professional.
- **Participation In, or Conducting, Special Workshops, Classes or Seminars** - A student/employee may be required to participate in, or to develop, and present special workshops or seminars related to a Title IX violation.
- **Research Assignments** - A student may be required to complete a research assignment on a topic related to the Title IX violation within a specified deadline.
- **Community Service** - A student/employee may be required to perform work assignments at the College or in the local community.
- **Parent Consultation** - Parent/guardian may be contacted when a student's behavior causes alarm, serious disruption, or is a health or safety concern.
- **Persona Non Gratis** - Prohibiting entry into a specific building on campus for a specific amount of time due to interference with the community.
- **Suspension or Termination of Residency** - Loss of on-campus housing, without refund, and/or dining privileges, permanently or for a specified period of time.
- **Fine** - A monetary sanction issued in the form of a charge.
- **No Contact Order** - Prohibits contact between students/employees when there exists a reasonable concern that physical or psychological harm may result from such contact.
- **Withholding of an Official Transcript** - May be imposed upon a student who fails to fulfill sanction requirements for a violation.
- **Delay in Awarding Degrees** - The College reserves the right to delay the awarding of any degree.
- **Hold on Registration or Re-Enrollment** - May be imposed on a student who has a Title IX case pending.
- **Restitution** - Restitution is reimbursement to compensate for personal injury, property damage, or misappropriation of College or other personal property. It may be in the form of money or services.
- **Disciplinary Probation** - Disciplinary probation may be imposed for a specified period of time.
- **Suspension** – Suspension from the College. Duration of suspension will be determined by the Title IX Coordinator or the Hearing Board.
- **Expulsion/Termination** – Expulsion/termination is the most severe sanction that the College may impose. Expulsion/termination is permanent dismissal from the College. In addition, the student is not eligible for readmission to the College, the employee is not eligible for rehire and students/employees will be permanently barred from Rosemont College property and from all College-sponsored events.
- Other sanctions as deemed appropriate by the Title IX Coordinator or Hearing Board.

Appeals Process

Either the Responding party or the Reporting party both have the opportunity to request an appeal of the decision and sanctions rendered by the Title IX Coordinator. The three grounds upon which an appeal of the decision or sanctions may be made are:

- **Material procedural error:** The party believes a procedural error occurred, which the party feels may change or affect the outcome of the decision. The appeal must specify the procedural provision that was violated and the impact of this violation; procedural or technical deviations will not be sufficient to sustain an appeal unless found to have denied the appealing party a fair process.
- **New material evidence:** The party has substantive new evidence that was not available to the investigator at the time of the decision and that may change the outcome of the decision. The new evidence must have been previously unknown or unavailable to the party and pertinent to the case. The appealing party must provide an explanation as to why the evidence was unknown or unavailable.
- **Inappropriate sanction:** The party feels that the severity of the sanction is inappropriate given the details of the case. In reviewing an appeal based on this ground, the Vice President for Finance and Administration does not replace the Title IX Coordinator's judgment with his or her own; he or she reviews the matter to determine whether the sanctions imposed are authorized under applicable policy and sufficient to preventing recurrence of similar conduct by the respondent or others and eliminating a hostile environment for the reporting party and the campus. Disagreement with the finding or sanctions is not, by itself, grounds for appeals.

An appeal is not intended to be a new investigation. In most cases, an appeal is confined to a review of written documentation and pertinent documentation regarding the grounds for appeal. An appeal is not an opportunity to substitute judgement for that of the investigation team merely because of disagreement with the finding and/or recommended sanction. In any request for an appeal, the burden of proof lies with the party requesting the appeal.

The request for an appeal, including the grounds upon which the request is based, must be submitted in writing to the Vice President of Finance and Administration within five (5) business days following the date on the outcome letter. All appeals must be in writing and clearly cite the grounds for the appeal and the evidence supporting it. Each party will be notified if an appeal request will be considered and be provided the opportunity to respond. If an appeal is not filed within the five (5) business days, the decision of the Title IX Coordinator will be final.

The Hearing Board determines whether a change in decision is warranted. Both parties will be notified within twenty (20) business days, the date and time of the scheduled appeal hearing. The trained members of the Hearing Board will conduct the appeal meeting and will be conducted in an impartial manner. The Hearing Board will review the appeal; the investigative report, the Title IX Coordinator's rationale for the decision made and any testimony at the appeal hearing. The Hearing Board will make a final independent decision using the standard of preponderance of the evidence. The Hearing Board's decision is final. Appeals decisions will be rendered within ten (10) business days after the conclusion of the appeal hearing. Both parties will be notified in writing of appeal outcome.

The complainant and the respondent will be provided the same opportunities to have others present during any hearing board meeting, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. Both the complainant and respondent have the right to have an advisor of their choosing to be present with them during the hearing. The advisor can be anyone the complainant and respondent choose, including a lawyer or family member. The complainant and respondent may speak privately with their advisor at any time during the process without disrupting the process. However, the advisor cannot speak on behalf of their advisee, actively participate in the process, or interrupt any proceedings. If the advisor violates any of these rules, they will be immediately removed from the process.

The hearing will be audio-recorded, but not the deliberations of the Hearing Panel. The audio recording is created for reference by the Hearing Panel during deliberations. Consent for recording will be obtained by participants before any recording is made.

FALSE REPORTS

The College takes the accuracy of information very seriously, as a report of prohibited conduct may have severe consequences. A good-faith complaint that results in a finding of not responsible is not considered a false or fabricated report of prohibited conduct. However, when a Complainant or third party witness is found to have fabricated allegations or given false information with malicious intent or in bad faith, the Complainant may be subject to disciplinary action.

RETALIATION POLICY

Rosemont College prohibits retaliation against any individual for reporting, providing information, exercising one's rights or responsibilities, or otherwise being involved in the process of responding to, investigating, or addressing allegations of sex discrimination, sexual harassment, and sexual violence. Any person who believes they have been retaliated against for reporting and/or participating in the investigation/hearing process of any incident of sexual misconduct including sexual harassment should contact the Title IX Coordinator, Jane Federowicz.

PROCEDURES THE COLLEGE WILL FOLLOW WHEN A CRIME OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING IS REPORTED

The College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges; as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services on and/or off campus; as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, and working accommodations, if reasonably available. The College will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to local law enforcement. Students and employees should contact the Title IX Coordinator, Jane Federowicz (office: Main Building, Room 205; jfederowicz@rosemont.edu; phone: 2610-527-0200, x2242) by calling, writing, or coming into the office to report in person. The Title IX Coordinator will collaborate and coordinate with the Dean of Students.

If a report of domestic violence, dating violence, sexual assault, or stalking is reported to the College, below are the procedures that the College will follow.

Incident Being Reported	Procedures Institution Will Follow
Sexual Assault	<ol style="list-style-type: none">1. Depending on when reported (immediate vs delayed report), institution will provide victim with access to medical care2. Institution will assess immediate safety needs of victim3. Institution will assist victim with contacting local police if complainant requests AND provide the victim with contact information for local police department4. Institution will provide victim with referrals to on- and off-campus mental health providers5. Institution will assess need to implement interim or long-term protective measures, if appropriate6. Institution will provide the victim with a written explanation of the victim's rights and options7. Institution will provide a "No trespass" (PNG) or "No Contact" directive to accused party if deemed appropriate8. Institution will provide written instructions on how to apply for Protective Order9. Institution will provide a copy of the policy applicable to Sexual Assault to the victim and inform the victim regarding timeframes for inquiry, investigation, and resolution10. Institution will inform the victim of the outcome of the investigation, whether or not the accused will be administratively charged, and what the outcome of the hearing is11. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for reporting sex-based discrimination or for assisting in the investigation
Stalking	<ol style="list-style-type: none">1. Institution will assess immediate safety needs of victim2. Institution will assist victim with contacting local police if complainant requests AND provide the victim with contact information for local police department3. Institution will provide written instructions on how to apply for Protective Order4. Institution will provide written information to victim on how to preserve evidence5. Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate6. Institution will provide the victim with a written explanation of the victim's rights and options7. Institution will provide a "No trespass" (PNG) or "No Contact" directive to accused party if deemed appropriate

Incident Being Reported	Procedures Institution Will Follow
Dating Violence	<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of victim 2. Institution will assist victim with contacting local police if victim requests AND provide the victim with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to victim on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" (PNG) or "No Contact" directive to accused party if deemed appropriate
Domestic Violence	<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of victim 2. Institution will assist victim with contacting local police if victim requests AND provide the victim with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to victim on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" (PNG) or "No Contact" directive to accused party if deemed appropriate

A Rosemont community member suspecting abuse is required to bring all suspicions to the immediate attention of the Assistant Vice President for Human Resources or to the Director of Public Safety. Under Pennsylvania law, a child is any individual under the age of 18.

Jane Federowicz Assistant Vice President for Human Resources / Title IX Coordinator	Room 205 Main Building	jfederowicz@rosemont.edu	610-527-0200 x2242
Matthew Baker Director of Public Safety	Lower Level Kaul Hall	matthew.baker@rosemont.edu	610-527-0200 x2556

CONSENT POLICY

“Consent” must be informed, voluntary, and mutual, and can be withdrawn at any time. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threats, or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply consent. Past consent to sexual activity with another person does not imply ongoing future consent with that person or consent to that same sexual activity with another person.

If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature, or extent of the sexual situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption that meets this standard, or being asleep or unconscious.

In Pennsylvania, children less than 13 years of age cannot grant consent to sexual activity. Teens between the ages of 13 and 15 can consent to sexual activity with peers within a four-year age range. People aged 16 and older can legally consent to sexual activity with anyone they choose, as long as the other person does not have authority over them as defined in Pennsylvania’s institutional sexual assault statute.

HOW TO RESPOND TO A SURVIVOR

When someone you care about tells you they’ve been sexually assaulted or abused, it can be a lot to handle. A supportive reaction can make all the difference, but that doesn’t mean it comes easy. Encouraging words and phrases avoid judgment and show support for the survivor. Consider these phrases:

“I’m sorry this happened.” Acknowledge that the experience has affected their life. Phrases like “This must be really tough for you,” and, “I’m so glad you are sharing this with me,” help to communicate empathy. “It’s not your fault.” Survivors may blame themselves, especially if they know the perpetrator personally. Remind the survivor, maybe even more than once, that they are not to blame.

“I believe you.” It can be extremely difficult for survivors to come forward and share their story. They may feel ashamed; concerned that they won’t be believed, or worried they’ll be blamed. Leave any “why” questions or investigations to the experts—your job is to support this person. Be careful not to interpret calmness as a sign that the event did not occur—everyone responds differently. The best thing you can do is to believe them.

“You are not alone.” Remind the survivor that you are there for them and willing to listen to their story. Remind them there are other people in their life who care and that there are service providers who will be able to support them as they recover from the experience.

“Are you open to seeking medical attention?” The survivor might need medical attention, even if the event happened a while ago. You can support the survivor by offering to accompany them or find more information. “You can trust me.” If a survivor opens up to you, it means they trust you. Reassure them that you can be trusted and will respect their privacy. Always ask the survivor before you share their story with others. If a minor discloses a situation of sexual abuse, you are required in most situations to report the crime. Let the minor know that you have to tell another adult, and ask them if they’d like to be involved.

“This doesn’t change how I think of you.” Some survivors are concerned that sharing what happened will change the way other people see them, especially a partner. Reassure the survivor that surviving sexual violence doesn’t change the way you think or feel about them.

Continued Support

There’s no timetable when it comes to recovering from sexual violence. If someone trusted you enough to disclose the event, consider the following ways to show your continued support.

Check in periodically. The event may have happened a long time ago, but that doesn’t mean the pain is gone. Check in with the survivor to remind them you still care about their well-being and believe their story.

Avoid judgment. It can be difficult to watch a survivor struggle with the effects of sexual assault over an extended period of time. Avoid phrases that suggest they’re taking too long to recover such as, “You’ve been acting like this for a while now,” or “How much longer will you feel this way?”

Remember that the healing process is fluid. Everyone has bad days. Don’t interpret flashbacks, bad days, or silent spells as “setbacks.” It’s all part of the process.

Know your resources. You’re a strong supporter, but that doesn’t mean you’re equipped to manage someone else’s health. Become familiar with resources you can recommend to a survivor, Victim Services Center of Montgomery County offers free services for Rosemont College students and staff. www.victimservicescenter.org

SEX OFFENDERS’ REGISTRY AND ACCESS TO RELATED 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 Department of Public Safety is providing a link to the Pennsylvania State Police Sex Offender Registry.

The Clery 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.

Megan's Law Section 42 Pa. C.S. § 9799.1 authorizes the Pennsylvania State Police to create and maintain a state registry of offenders and sexually violent predators.

The Pennsylvania State Police is responsible for maintaining this registry. Follow the link below to access the Pennsylvania State Police website. <http://www.pameganslaw.state.pa.us/>

PROTECTION OF MINOR POLICY

Every member of the Rosemont community has a duty to report if he/she has reasonable cause to suspect that a child is a victim of child abuse based on information shared with him/her by the child or any other individual or his/her own observations or knowledge.

CRIMINAL RECORDS FOR STUDENTS AND EMPLOYEES

Rosemont College does not conduct background investigations on prospective students. If Rosemont College receives information concerning a prospective student's criminal conduct, it is given appropriate consideration.

Currently enrolled students who are charged with and/or convicted of a criminal offense are subject to Rosemont's student judicial system and the full range of available disciplinary sanctions.

Rosemont College does conduct a background screening on all newly hired/rehired employees and volunteers. The background screening includes social security number verification, county, state, and federal criminal history check, sex offender registry check, driving records, educational credentials, employment history, child abuse, FBI fingerprint, and reference checks.

All background screenings will be coordinated through the Office of Human Resources and will comply with all state and federal laws. Results of all background searches will be held in a highly confidential manner and will not be disclosed except to the extent necessary to administer and enforce this policy or pursuant to appropriate legal action.

MISSING STUDENT NOTIFICATION POLICY

If a member of the College community has reason to believe that a student who resides in on-campus housing is missing for more than 24 hours, he or she are required to immediately notify the Department of Public Safety at x2555 from a College phone line or 610-527-1038 from any other phone. Public Safety will initiate an investigation.

Notification Procedure:

Rosemont College will adhere to the following notification procedure for a missing student who resides in on campus housing:

Students' contact information (identifying an emergency contact) collected each year by the Office of Student Life will be registered confidentially, that this information will be accessible only to authorized campus officials and that it may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

If the missing student is under 18 years of age and not emancipated, the Dean of Students will notify a custodial parent and guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact persons designated by the student.

The Department of Public Safety will notify the Lower Merion Police Department within 24 hours of the determination that the student is missing, unless the Lower Merion Police Department was the entity that made the determination that the student is missing.

DISCLOSURE TO VICTIMS OF CRIMES OF VIOLENCE

Upon written request, the College will disclose to the alleged victim of a crime of violence (as that term is defined in Section 16 of Title 18, United States code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student 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.

WEAPONS POLICY

The health, safety, and welfare of students, faculty, and staff are of the utmost importance to Rosemont College. The presence of weapons poses a direct and substantial threat to the safety of our faculty, students, employees, and visitors to our campus. All students, College officers, administrators, faculty members, instructors, staff employees, volunteers, applicants, outside contractors, vendors, and visitors are prohibited from possessing, carrying, or storing on their person, on College premises and in any vehicle on campus any weapon without specific authorization from the Director of Public Safety. College premises include the buildings, parking lots, and surrounding grounds. The term "weapon" includes any device, instrument, material, or substance that under

any circumstance is readily capable of causing death or injury. Weapons include but are not limited to rifles, shotguns, handguns, pellet or BB guns, starter pistols, knives, slingshots, billy clubs, blackjacks, makeshift weapons, martial arts weapons, explosive materials, or any other lethal or dangerous devices capable of casting a projectile by air, gas, explosion, or mechanical means on any property or in any building owned or operated by Rosemont College or in any vehicle on campus. This prohibition includes licensed firearms or weapons and applies to all that are licensed to carry firearms or concealed weapons. Requests for exceptions from this policy should be addressed in writing to the Director of Public Safety.

Rosemont College shall have the right to seize any firearm or weapon from any persons on Rosemont's campus. Violation of this policy will result in disciplinary action up to and including termination, expulsion from campus and criminal prosecution. In addition, any person authorized to carry a weapon on campus, who uses a weapon in an unauthorized or inappropriate way is subject to disciplinary action up to and including termination, expulsion from campus, and criminal prosecution.

DISCLOSURE AND PREPARATION OF CAMPUS CRIME STATISTICS

Campus crime, arrest, and referral statistics include those reported to the Department of Public Safety, officials designated as Campus Security Authorities, Lower Merion Police Department, and the Philadelphia Police Department. College counselors inform their clients of the procedures to report crime to the Department of Public Safety on a voluntary confidential basis, should they feel it is in the best interest of the client. Confidential reports of crime are accepted at <http://www.rosemont.edu/about/public-safety/online-crime-report.php>

Each year, an email notification is made to all enrolled students, faculty, and staff that provide a link to the website to access this report. The Director of Public Safety consults with the Dean of Students, Resident Life Department, Assistant Vice President for Human Resources, and Vice President for Finance and Administration to review the current campus security report and provide information to update the report for the most recent calendar year.

CAMPUS CRIME STATISTICS

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires the release of statistics for certain criminal incidents and/or alleged criminal incidents, arrests, and disciplinary referrals when there is a violation of law for alcohol, drugs, or weapons on the main campus and Center City campus (100 S. Broad St, Philadelphia) to all students and employees.

The law requires the disclosure of crime incidents and alleged criminal incidents and the statistics be shown in specific geographic categories. The following statistics are provided in compliance with the specific time periods, crime classifications, geographic categories, and arrest data mandated by federal law. Please note that these statistics use federal crime classifications which vary from the crime classifications under state law, which are also published in this document.

Crime statistics do not indicate actual police investigations, criminal prosecution or student judicial action, or the outcome of either. Reported crimes may involve individuals not associated or affiliated with the College and from anonymous reporting.

Hate Crimes are the reported crimes listed below and theft/larceny, intimidation, simple assault, vandalism, and crimes involving bodily injury to any person that manifested evidence that the victim(s) were intentionally selected because of their actual or perceived race, gender identity, religion, gender, sexual orientation, ethnicity/national origin and disability.

The crimes and definitions reported under the Clery Act and Uniform Crime Reporting Act include the following:

CLERY ACT – DESIGNATED CRIME DEFINITIONS

Rosemont College is required to report crime statistics as defined by the Clery Act for the following crimes if the crimes are reported and occur in geographic locations as defined later in this document.

Murder/Non-Negligent Manslaughter – The willful (non-negligent) killing of one human being by another.

Murder/Negligent Manslaughter – The killing of another person through gross negligence.

The Federal definition (from VAWA) of Sexual Assault – An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, A sex offense is “any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.”

Rape: 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: The touching of the private parts of another person for the purpose 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: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

Robbery – The taking or attempting to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault – An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary – The unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft – The theft or attempted theft of a vehicle.

Arson – Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Domestic Violence, Dating Violence, and Stalking additions from the 2014 VAWA Negotiated Rulemaking Final Consensus Language

The Federal definition (from VAWA) of Domestic Violence – A Felony or misdemeanor crime of violence committed:

- A) By a current or former spouse or intimate partner of the victim;
- B) By a person with whom the victim shares a child in common;
- C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- D) 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
- E) 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.

Pennsylvania law defines domestic abuse as knowingly, intentionally or recklessly causing bodily injury of any kind, causing fear of bodily injury of any kind, assault (sexual or not sexual), rape, sexually abusing minor children, or knowingly engaging in a repetitive conduct toward a certain person that puts them in fear of bodily injury. These acts can take place between family or household members, sexual partners or those who share biological parenthood in order to qualify as domestic abuse.

The Federal definition (from VAWA) of Dating Violence – The term “dating violence” means violence committed by a person:

- Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- The existence of such a relationship shall be determined based on the reporting party's statement with consideration of:
 - The length of the relationship;
 - The type of relationship;
 - The frequency of interaction between the persons involved in the relationship.
- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

The Federal definition (from VAWA) of Stalking – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- A) Fear for the person's safety or the safety of others; or
- B) Suffer substantial emotional distress.

For the purposes of this definition:

- A) 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, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
- B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Pennsylvania law defines stalking when a person either:

- 1) engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or
- 2) engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.

Hate Crimes – any of the above offenses, and any other crime involving bodily injury reported to local police agencies or campus security authority, that manifest evidence that the victim was intentionally selected because of the perpetrator's bias or the perpetrator perceived the person to be in one of the protected group categories. Additionally, on August 14, 2008, the Clery Act was amended to include larceny/simple assault, intimidation, and destruction/damage/vandalism (except arson) as reportable categories of hate crimes. This provision made the Department of Education's campus hate crime categories identical to the crime categories that have been collected by the Federal Bureau of Investigation (FBI) under the Hate Crime Statistics Act (HCSA) since 1991. These new reporting categories are only reported if motivated by bias as determined by one of the designated bias categories. The types of bias categories include: race, gender, religion, sexual orientation, ethnicity, national origin, gender identity, and disability.

DEFINITIONS:

To ensure uniformity in reporting nationwide, the following definitions have been adopted for use in hate crime reporting:

Bias – A preformed negative opinion or attitude toward a group of persons based on their race, gender identity, religion, gender, sexual orientation, ethnicity/national origin and disability.

Bias Crime – A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias against a race, gender identity, religion, gender, sexual orientation, ethnicity/national origin and disability; also known as a Hate Crime.

Note: Even if the offender was mistaken in his/her perception that the victim was a member of the group he or she was acting against, the offense is still a bias crime because the offender was motivated by bias against the group.

Pennsylvania Uniform Crime Reporting Definitions:

Under the Pennsylvania College and University Security Information Act, Rosemont College is required to report crime statistics as defined by the Uniform Crime Reporting Program for the following crimes if the crimes are reported and occur on the property owned by the university.

The Uniform Crime Reporting (UCR) program divides offenses into two groups, Part I and Part II crimes. Each month the Rosemont College Department of Public Safety submits information on the number of Part I offenses known to law enforcement; those offenses cleared by arrest or exceptional means; and the age, sex, and race of persons arrested for each of the offenses. The Department of Public Safety provides only arrest data for Part II offenses.

The Part I offenses are:

Criminal homicide – a.) Murder and non-negligent manslaughter: the willful (non-negligent) killing of one human being by another. Deaths caused by negligence, attempts to kill, assaults to kill, suicides, and accidental deaths are excluded. The program classifies justifiable homicides separately and limits the definition to: (1) the killing of a felon by a law enforcement officer in the line of duty; or (2) the killing of a felon, during the commission of a felony, by a private citizen. b.) Manslaughter by negligence: the killing of another person through gross negligence. Traffic fatalities are excluded.

Rape – 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. Statutory offenses (no force used—victim under age of consent) are excluded.

Robbery – The taking or attempted taking of anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault – An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.

Burglary (breaking or entering) – The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.

Larceny-theft (except motor vehicle theft) – The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples are thefts of bicycles or automobile accessories, shoplifting, pocket-picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

Motor vehicle theft – The theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on land surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.

Arson – Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

The Part II offenses are:

Other assaults (simple) – Assaults and attempted assaults which are not of an aggravated nature and do not result in serious injury to the victim.

Forgery and counterfeiting – The altering, copying, or imitating of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or

genuine; or the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud. Attempts are included.

Fraud – The intentional perversion of the truth for the purpose of inducing another person or other entity in reliance upon it to part with something of value or to surrender a legal right. Fraudulent conversion and obtaining of money or property by false pretenses, confidence games and bad checks, except forgeries and counterfeiting, are included.

Embezzlement – The unlawful misappropriation or misapplication by an offender to his/her own use or purpose of money, property, or some other thing of value entrusted to his/her care, custody, or control.

Stolen property; buying, receiving, possessing – Buying, receiving, possessing, selling, concealing, or transporting any property with the knowledge that it has been unlawfully taken, as by burglary, embezzlement, fraud, larceny, robbery, etc. Attempts are included.

Vandalism – To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law. Attempts are included.

Weapons; carrying, possessing, etc. – The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. Attempts are included.

Prostitution and commercialized vice – The unlawful promotion of or participation in sexual activities for profit, including attempts.

Sex offenses (except forcible rape, prostitution, and commercialized vice) – Statutory rape, offenses against chastity, common decency, morals, and the like. Attempts are included.

Drug abuse violations – The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The following drug categories are specified: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics —manufactured narcotics that can cause true addiction (Demerol, Methadone); and dangerous non-narcotic drugs (Barbiturates, Benzedrine).

Gambling – To unlawfully bet or wager money or something else of value; assist, promote, or operate a game of chance for money or some other stake; possess or transmit wagering information; manufacture, sell, purchase, possess, or transport gambling equipment, devices, or goods; or tamper with the outcome of a sporting event or contest to gain a gambling advantage.

Offenses against the family and children – Unlawful nonviolent acts by a family member (or legal guardian) that threaten the physical, mental, or economic well-being or morals of another family member and that are not classifiable as other offenses, such as Assault or Sex Offenses. Attempts are included.

Driving under the influence – Driving or operating a motor vehicle or common carrier while mentally or physically impaired as the result of consuming an alcoholic beverage or using a drug or narcotic.

Liquor laws – The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Federal violations are excluded.

Drunkenness – To drink alcoholic beverages to the extent that one’s mental faculties and physical coordination are substantially impaired. Excludes driving under the influence.

Disorderly conduct – Any behavior that tends to disturb the public peace or decorum, scandalizes the community, or shocks the public sense of morality.

Vagrancy – The violation of a court order, regulation, ordinance, or law requiring the withdrawal of persons from the streets or other specified areas; prohibiting persons from remaining in an area or place in an idle or aimless manner; or prohibiting persons from going from place to place without visible means of support.

All other offenses – All violations of state or local laws not specifically identified as Part I or Part II offenses, except traffic violations.

This information is provided as a part of Rosemont College’s continuing commitment to safety and security on campus in compliance with the Pennsylvania Uniform Crime Reporting Act and the Jeanne Clery Act. Concerns, questions, or complaints related to this document or the applicable statutes should be directed to the Director of Public Safety either by mail at Rosemont College, 1400 Montgomery Avenue, Rosemont, PA 19010, or by telephone at 610-527-0200, x2556.

Arrests or disciplinary referrals for illegal weapons possession, liquor law and drug/substance law violations:

In addition to disclosing statistics for the aforementioned offenses, the Clery Act requires institutions to disclose both the number of arrests and the number of persons referred for disciplinary action for illegal weapons possession; drug law violations; and liquor law violations. Note: Rosemont College Department of Public Safety does not have the authority to make an arrest. The Lower Merion Police Department or another sworn law enforcement agency may make an arrest depending on the severity of an incident. Arrests may be reported to the Department of Public Safety if the arresting authority determines that the individual is a Rosemont College student. In most cases, individuals found in violation of illegal weapons possession, and liquor law violations are referred to the Dean of Students for formal disciplinary action.

According to Uniform Crime Report (UCR) guidelines, a reported offense can be cleared as unfounded by a sworn law enforcement authority “if the investigation shows that no offense occurred nor was attempted.” These cases thus remain as official crime reports and are included in the departmental statistics; however, they are explicitly labeled as “unfounded” cases within UCR reports on various index crimes. According to UCR guidelines, the statistics on unfounded cases should include crime reports that are either: False or Baseless.

Geography Definitions from the Clery Act

On-Campus *defined as:* (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

Non-Campus Building or Property *defined as:* (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution (i.e. privately owned fraternity); or (2) Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property *defined as:* All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus. The Rosemont College crime statistics do not include crimes that occur in privately-owned homes or businesses within or adjacent to the campus boundaries.

On-campus Student Housing Facility *defined as:* Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility. This category is a considered a subset of the On-Campus category.

Rosemont College
Main Campus, 1400 Montgomery Ave, Rosemont Pa
Federal Campus Crime Statistics

Crime	*ON CAMPUS			*RESIDENT HALLS			NON-CAMPUS			PUBLIC PROPERTY		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	1	1	1	1	1	1	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	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
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	4	1	0	1	1	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	5	6	1	5	2	1	0	0	0	0	4	0
Liquor Law Violations referred for Disciplinary Action	30	46	21	30	41	21	0	0	0	0	5	0
Drug Law Arrests	2	6	2	2	5	2	0	0	0	0	1	0
Drug Law Violations Referred for Disciplinary Action	3	26	50	3	14	36	0	0	0	0	12	7
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Violations referred for Disciplinary Action	2	1	0	2	1	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	6	1	0	4	0	0	0	0	0	2	0
Stalking	0	1	1	0	1	0	0	0	0	0	0	1

* Crimes reported in the resident hall category column are included in the on-campus category.

No hate crimes reported for 2016
 No hate crimes reported for 2017
 No hate crimes reported for 2018

No unfounded crime reports for 2016
 No unfounded crime reports for 2017
 No unfounded crime reports for 2018

The statistics reported above reflect the number of incidents reported to a Campus Security Authority (CSA) and Lower Merion Police Department. They do not indicate actual criminal prosecution or student judicial action, or the outcome of either.

Rosemont College
Center City, 100 S. Broad St, Suite 1600, Philadelphia PA

Crime	Non-Campus		
	2016	2017	2018
Murder / Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	1	0	0
Aggravated Assault	2	0	0
Burglary	2	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Liquor Law Arrests	0	0	0
Liquor Law Violations referred for Disciplinary Action	0	0	0
Drug Law Arrests	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0
Illegal Weapons Possession Arrests	0	0	0
Illegal Weapons Possession Violations referred for Disciplinary Action	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

No hate crimes reported for 2016
 No hate crimes reported for 2017
 No hate crimes reported for 2018

No unfounded crime reports for 2016
 No unfounded crime reports for 2017
 No unfounded crime reports for 2018

Note: Rosemont College ceased operations 100 S. Broad Street, Philadelphia PA on June 30, 2018

**Rosemont College Crime Statistics
for Pennsylvania Reporting Purposes**

Crimes	2016	Index Rate*	2017	Index Rate	2018	Index Rate
Murder	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0
Rape	1	84.6	1	103.8	1	95.24
Aggravated Assault	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Burglary	4	338.4	1	103.8	0	0
Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Weapons	2	169.2	1	103.8	0	0
Other Assaults – Not Aggravated	1	84.6	1	103.8	2	190.48
Larceny-Theft (except motor vehicle)	32	2707.2	13	1349.9	9	857.14
Fraud	0	0	0	0	0	0
Liquor Laws	30	2538.0	17	1765.3	21	2000
Drug Possession	3	253.8	15	1557.6	50	4761.90
Drunkenness	1	84.6	1	103.8	5	476.19
Vandalism	13	1099.8	7	726.8	23	2190.48
Driving Under the Influence	0	0	0	0	0	0
Disorderly Conduct	12	1015.2	8	830.7	11	1047.62
Forgery and Counterfeiting	0	0	0	0	0	0
Embezzlement	0	0	0	0	0	0
Stolen Prop., Rec., Posses., Buying	0	0	0	0	0	0
Prostitution and Commercial Vice	0	0	0	0	0	0
Indecent Exposure	0	0	0	0	0	0
Gambling	0	0	0	0	0	0
Offenses Against Family and Children	0	0	0	0	0	0
Vagrancy	0	0	0	0	0	0
Other Offenses – Except Traffic	0	0	0	0	3	285.71
Total Crimes Per Year	104	8798.6	65	6749.7	125	11904.76

*The Pennsylvania Uniform Crime Reporting Act – the index rate is calculated by multiplying the actual number of reported offenses by 100,000 (a theoretical population for comparison purposes) and dividing that product by the number of the College’s Full Time Equivalent (FTE) students (877) and employees (173). The FTE is calculated using a state required formula. The College’s FTE Population is 1,050 for 2018.

Please note that the state crime classification for which the College is reporting these statistics varies from the crime classifications under federal law, which are also published in this report.

The statistics above reflect the number of incidents reported to Rosemont’s Department of Public Safety (but do not include reports from other campus security authorities, referrals from campus disciplinary authorities or reports from local law enforcement). They do not indicate actual criminal prosecution or student disciplinary action, or the outcome of either.

2019 ANNUAL FIRE SAFETY REPORT

The Higher Education Opportunity Act (HEOA) requires two safety-related requirements on institutions that participate in federal student financial aid programs which follow:

1. **Fire Log:** Institutions must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities. Rosemont College complies with this rule by including all fire-related incidents in the Daily Crime and Fire Log. The public (media included) can also view the most recent 60 days of crime and fire-related incidents by coming to the Department of Public Safety, located on the ground floor of the Cardinal building, during business hours. Requests for information older than 60 days must be directed to the Director of Public Safety. Information will be made available within two business days of a request for public inspection.

2. **Annual Fire Safety Report:** Institutions with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards. Rosemont College complies with this regulation by including all fire-related incidents at on-campus student housing facilities as part of the Annual Security & Fire Safety Report. Information contained in this annual fire safety report includes: number and cause of fires at all on-campus student housing facilities; number of fire-related deaths; related injuries; value of fire-related property damage; information on evacuation procedures; fire safety education and training programs; fire safety systems in each student housing facility; number of regular mandatory supervised fire drills; and policies on portable electrical appliance, smoking and open flames. The Annual Security & Fire Safety Report must include three years of fire statistics

Reporting Fires on Campus:

Criminal incidents, fires, emergencies, or any type of suspicious activity on campus or in the immediate area of the College should be promptly reported to the Department of Public Safety by dialing 2555 from any campus phone or 610-527-1038 from any other phone. Public Safety Officers are available 24 hours a day, seven days a week.

When calling, stay calm, and carefully explain the problem and location to the officer. Do not hang up until told to do so. Keep calm and keep others calm.

**Rosemont College
Fire Statistics for 2016**

On-campus housing	Total Number of fires	Date and Time	Cause	Number of Injuries/deaths	Property Damage in Dollars
Heffernan	0	N/A	N/A	0	0
Kaul	0	N/A	N/A	0	0
Mayfield	0	N/A	N/A	0	0
Connelly	0	N/A	N/A	0	0
Gracemere	0	N/A	N/A	0	0

**Rosemont College
Fire Statistics for 2017**

On-campus housing	Total Number of fires	Date and Time	Cause	Number of Injuries/deaths	Property Damage in Dollars
Heffernan	0	N/A	N/A	0	0
Kaul	0	N/A	N/A	0	0
Mayfield	0	N/A	N/A	0	0
Connelly	0	N/A	N/A	0	0
Gracemere	0	N/A	N/A	0	0

**Rosemont College
Fire Statistics for 2018**

On-campus housing	Total Number of fires	Date and Time	Cause	Number of Injuries/deaths	Property Damage in Dollars
Heffernan	0	N/A	N/A	0	0
Kaul	0	N/A	N/A	0	0
Mayfield	0	N/A	N/A	0	0
Connelly	0	N/A	N/A	0	0
Gracemere	0	N/A	N/A	0	0

Fire Safety Systems in Rosemont College Residential Facilities

Residence Halls	Sprinkled	Smoke Detectors Monitored by Building Fire Alarm System	Fire extinguishers	Fire drills per academic year
Heffernan Hall	Trash room is the only room	Main corridors are monitored. Rooms are not	2 per floor, 1 in mechanical room	2
Connelly Hall	Yes	Yes	2 per floor, 1 in mechanical room	2
Mayfield Hall	Trash room is the only room	Main corridors are monitored. Rooms are not	2 per floor, 1 in mechanical room	2
Kaul Hall	Trash room is the only room	Main corridors are monitored. Rooms are not	2 per floor, 1 in mechanical room	2
Gracemere	No sprinklers in building	Main corridors are monitored. Rooms are not	2 per floor, 1 in mechanical room	2

All above on-campus housing is located at 1400 Montgomery Avenue, Rosemont, PA 19010 except Gracemere Hall which is located at 1316 Wendover Road, Rosemont, PA 19010.

Fire Safety

The residence halls and Gracemere are designed for a reasonable level of fire safety. The fire alarm, sprinkler systems, smoke detectors, and extinguishers are all checked annually prior to the start of classes by the College's contracted company and repairs or adjustments are made whenever a problem is found. There are no floor plans in rooms or hallways except for Connelly Hall. The floor plans for Connelly Hall are posted by the elevators only.

Fire alarm activation in residence halls does not contact the police and/or fire departments. 911 must be called for all fires. The fire alarms in residence halls and Gracemere are monitored by a private contracted company and the Department of Public Safety is contacted first when an alarm is activated.

Students, faculty, and staff should report all fire alarms and/or fires to the Department of Public Safety by dialing X2555 from any College phone line or 610-527-1038 from any phone line.

Despite this, it must be recognized that fires can still occur, that fire prevention is everyone's concern, and the manner in which residents react in the event of a fire can mean the difference between life and death.

All major renovations to College buildings include improvements to the fire safety systems such as the recent work in the Library, Rotwitt Theater, and Dining Hall.

Fire safety education and evacuation training is continually reinforced by unannounced fire drills, floor meetings with students, posting emergency response flip charts in all residence halls, and emergency training for College personnel. Training presentations are given by the Director of Public Safety, the Lower Merion Fire Marshall and/or the Bryn Mawr Fire Company. Residence Life staff members are trained in fire safety measures and procedures as well as act as on-going resources for students living in the residence halls. Employees receive fire safety tips upon onboarding, training presentations and participate in unannounced fire drills.

Fire Safety Tips

Your worst enemy during a fire is smoke. If you're surrounded by smoke, get down on the floor and crawl to safety. Hold your breath and close your eyes if you can. Close doors behind you as you escape. Always use stairs to escape. Never use an elevator. Here are a few simple fire safety tips:

- Make sure there is a working smoke detector near your sleeping quarters.
- Learn the location of fire exits and alarm pull stations near you and know the emergency number for assistance — 911.
- Sound the fire alarm if you see smoke or detect a burning odor.
- Have a prepared escape plan and know your escape route.
- Remember to remain calm.
- Use exit stairs. Never use elevators.
- Close doors behind you as you escape. In most cases, this will prevent smoke damage and fire from entering the room you are exiting.
- Do not re-enter a fire-damaged building until it has been declared safe.
- If you become trapped, seal off cracks around doors and vents with cloth or rugs. (Soak them in water if possible.)
- Shut off fans and air conditioners.
- Signal for help from a window. Call 610-527-1038.

Fire Procedures

- If you discover a fire or smell smoke, sound the building alarm. Once you have evacuated the building report to the main entrance and advise Public Safety of the location of the fire or odor.
- Make sure that you know the location of the fire alarm pull stations and how they operate.
- Know where at least two exits are located. Learn in which direction doors swing and where stairs lead. Avoid corridors that are "dead-end". Be able to find exits even in darkness.
- If the fire alarm sounds leave at once and close doors behind you. **DO NOT DELAY.**
- Feel the door before opening it. If it is hot, or smoke is seeping in, do not open it. Use an alternate fire exit. If you become trapped in an office or residence room and cannot reach an alternate exit, keep the door closed and seal off any cracks with a towel or something. Then open a window and signal for help by yelling or hanging something from the window such as a blanket. Do not panic and do not **JUMP...WAIT!**
- If the door feels cool, open cautiously. Be braced to slam it shut if the hall is full of smoke or if you feel heat pressure against the door. If you are able to exit your room or office, stay low to the ground, the air will be better down there. If the hall is clear remain calm and alert others as you are exiting the building. If you are in smoke or heat, stay low where the air is better, crawling if necessary. Take short breaths through your nose until you reach an area of refuge.
- Areas of refuge are temporary places of shelter from fire. Fire towers are suitable areas of refuge since they are enclosed. Certain floors may be refuge areas if they have a secondary means of escape should it be necessary for total evacuation.
- If you are trained to use available emergency fire equipment, do so if the fire is still small. Do not take risks or fight a fire alone. **YOUR LIFE SAFETY ALWAYS COMES FIRST.**
- Do not prop open fire tower doors. All fire tower doors and smoke barrier doors must be kept closed at all times. These doors are installed for your protection.
- In the event that you should catch fire, do not run, remember to **STOP, DROP, and ROLL.**

Procedures for student housing evacuation:

- Building evacuations are mandatory when a fire alarm sounds and/or upon notification by Public Safety or the Residence Life staff;
- When the building evacuation alarm is activated during an emergency, leave by the nearest marked exit and alert others to do the same;
- Stay calm; do not rush and do not panic;
- Never use an elevator in a fire;
- Safely stop your work/studies;

- Assist persons with disabilities in exiting the building. If necessary two or three individuals may carry the persons with disabilities from the building if the persons with disabilities cannot negotiate the stairs. Leave wheelchairs or other such equipment behind if they make movement of the persons with disabilities awkward, or ask another individual to carry the equipment separately;
- If persons with disabilities cannot be transported from the building without using an elevator, assist persons with disabilities to the nearest fire tower on each floor of the building. Be prepared to notify rescue personnel immediately upon their arrival of the location of persons with disabilities in such rescue areas;
- Once outside, proceed to the designated assembly area on campus. Stay in the assembly area until told to leave;
- Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel;
- Immediately notify emergency personnel of any injured persons, disabled person and individuals remaining in the affected building;
- Do not return to an evacuated building unless told to do so by emergency personnel or College officials.

Evacuation Assembly Areas	
Building	Assembly Areas (On-Campus)
Alumnae Hall	Cardinal parking lot
Cardinal Building	Connelly Green-by flag pole
Chapel	Chapel rear
Connelly Hall	Connelly Green-by flag pole
Good Counsel	Chapel lawn side
Gracemere Hall	School of the Holy Child parking lot
Heffernan Hall	Tennis courts-grassy area
Kaul Hall	Connelly Green-by flag pole
Lawrence Hall	Chapel lawn side
Library	Connelly Green-by flag pole
Main Building	Chapel lawn side
Mayfield Hall	Connelly Green-by flag pole
McShain/Rotwitt	Connelly- rear grassy area
White Hall	Cardinal parking lot

Hazards in Residence Halls and Residents' Rooms

Decorations: Flammable items such as tapestries, fishnets, parachutes, sheets, and paper may not be hung from walls or ceilings. All decorations (holiday, etc.) must be treated with flame retardant. Christmas trees must be artificial, bearing UL labels. Real trees, natural wreaths, etc. present an extreme fire hazard once they dry and, thus, are prohibited. No decorations that extend down hallway walls are allowed. Decorations must clear all sprinkler heads by at least 18 inches.

Electrical Overloads: To reduce the risk of fire resulting from overloaded circuits, we strongly recommend the use of a multi-plug circuit breaker outlet (UL certified) if more outlets are needed. Extension cords are a major cause of residential fires—avoid using them. If your circuit breaker trips, it is possible someone on the circuit is overloading it or using a defective appliance. If this happens, report it to your Residence Life Office (x2401) or Public Safety (x2555) immediately.

Also, too many of certain types of appliances such as coffee makers, popcorn poppers, hair dryers, and curling irons may overload the circuits.

Appliances: Kitchen appliances and certain kinds of electrical equipment that generate heat and/or flames are not intended to be used in small spaces and can threaten the safety of the entire building. Resident Life prohibits the use of these items, including but not limited to: toasters, toaster/ convection ovens, hot plates, electric skillets, electric grills, space heaters (electric or gas), halogen lamps, Bunsen burners, candles (decorative or functional, wick or no wick) and/or any other items/devices that could produce open flames. If you have questions regarding the approval or storage of your appliances or electrical equipment, please contact the Residence Life Office at ext. 2401.

Open flames: Many fires occurring in residence halls are a result of burning candles. Camp stoves, Candles (decorative or functional, wick or no wick), open coil heating or cooking elements, kerosene lamps, etc., can be extremely hazardous. Open flame devices are not permitted in residence halls. Similarly, burning incense is not allowed. Cooking on barbecue grills and hibachis are not allowed in or around the residence halls.

Trash: All combustibles, such as paper, should be disposed of in outdoor trash bins as soon as possible. Full wastebaskets and recycling bins are an invitation for fire. Never place newspapers or other combustible or flammable materials in corridors, stairwells, or other common areas.

Flammable Liquids (and other hazardous chemicals): Gasoline, ether, paint, glue, etc. are not permitted in residence halls and/or student rooms or storage areas. Motorized vehicles are not allowed in the buildings under any circumstances.

Smoking: In conformity with the Pennsylvania Clean Air Act, and in the interest of providing a safe and healthy environment for faculty, employees, students, and visitors, smoking will be prohibited in all College buildings including auditoriums, hallways, restrooms, lounges, classrooms, public offices, conference rooms, and all areas in the residence halls.

Smoking is permitted outdoors at designated smoking areas. These smoking areas are conveniently located away from the entrances of all academic and administrative buildings, and are easily recognized by the presence of a cigarette receptacle. All persons should refrain from walking around the campus with any lit smoking materials.

Both smokers and non-smokers are asked to behave with respect toward each other. Anyone smoking in prohibited areas should first be asked to stop smoking. Employees who are in non-compliance may be reported to their supervisor. All visitors will be expected to comply.

Halogen Lamps: Due to the high temperatures emitted from halogen lamps, they are prohibited in the residence halls. It has been reported that many fires are caused by materials coming in contact with the halogen bulb or other parts of the lamp.

Foam rubber: Foam rubber emits deadly toxic gases when it burns and should not be used in student rooms. Most “bean-bag” chairs are stuffed with foam rubber. Foam rubber-filled items are prohibited in student rooms.

Cooking: Cook safely and only in permitted and designated areas or kitchens using proper appliances. Microwaves can cause burns or even start a fire.

Tampering with Fire Alarm Systems

The fire alarm system and firefighting equipment in the residence halls are for your protection. Tampering with smoke detectors, sprinkler heads, sprinkler piping, alarm boxes, and fire extinguishers are prohibited and may subject you to criminal prosecution.

Remember, this is your life safety equipment. You will be held accountable and liable for any damage that may endanger the lives of other residents. Hanging items from the sprinkler head or pipes are prohibited.

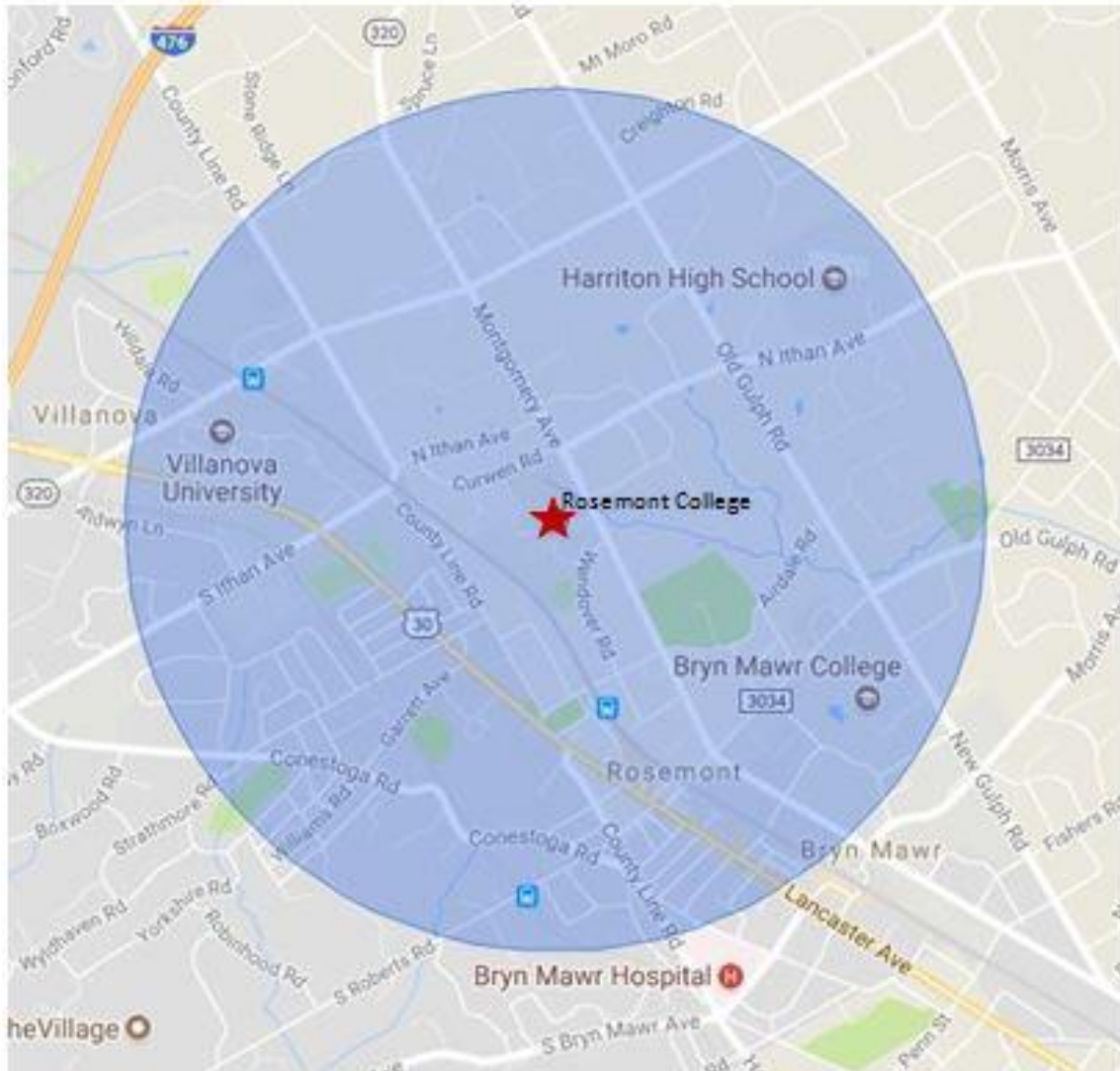
False Alarms

Fire alarms may be set off in residence halls accidentally or due to tampering. How do you know if it is a false alarm? You don't! So get out!

*An assembly area to be used by personnel who are evacuated from their building. This area is to be used as a meeting place to ensure building occupants have been accounted for and also a place to wait to receive further instruction by emergency responders.

CAMPUS MAPS

Rosemont College, Rosemont, PA



Rosemont College, Rosemont, PA Campus Map with Clery Geography



Rosemont College, Rosemont, PA Campus Map

