



# *Campus Security Report*

## 2019 ANNUAL SECURITY REPORT

GRATZ COLLEGE

The compilation and distribution of this report is mandated under the Student Right to Know and Campus Security Act of 1990. This law requires colleges and universities to disclose information about campus safety and security procedures and to provide statistics concerning the occurrence of a number of criminal offenses.

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## INTRODUCTION

Gratz College has been a pioneer in higher education and Jewish education since it opened its doors in 1895. Gratz is the oldest pluralistic college for Jewish studies in North America. It also is the oldest independent college for Jewish studies. In addition, Gratz holds the distinction of being the first institution of advanced Jewish learning to accept women on par with men.

Gratz College is accredited by the Middle States Commission on Higher Education, recognized by the Ministry of Education and Culture of the State of Israel, and is a partner of the Jewish Federation of Greater Philadelphia. Its Board of Governors guides the institution with transparency.

Gratz College as a recipient of federal Title IV student financial is required to adhere to the provisions of the *Jeanne Clery Disclosure of Campus Security Policies and Campus Crime Statistics* commonly referred to as the *Clery Act*. One provision of the *Clery Act* is that all postsecondary institutions receiving federal Title IV financial aid must publish an annual report disclosing campus security policies and three years' worth of selected crime statistics. In compliance, this report is prepared by the Gratz College Campus Security Authorities and available to the campus community and others, with the cooperation of local law enforcement agencies and various college offices, including the Office of Academic Affairs and the President's Office. This publication is distributed in accordance with the *Pennsylvania College and College Security Information Act* and the following federal statutes: *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Section 486(e) of Public Law: 105-244* and the *Accuracy in Campus Crime Reporting Act of 1997*.

## QUICK REFERENCE GLOSSARY

**Annual Security Report (ASR)** – Annual report with statements of campus security policy and crime statistics provided to current and prospective students and employees under the Clery Act by October 1<sup>st</sup> of each year.

**Clery Act** – *Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act*. All public and private institutions of postsecondary education participating in federal student aid programs are subject to it.

**The College and College Security Act of 1988** - Governs the responsibility of PA institutions of higher education to report crime statistics and rates and to provide descriptions of security policies and procedures to applicants, matriculated students and employees. Colleges and universities are currently required to collect statistics on and report rates of crimes occurring on campus.

## CAMPUS SECURITY AUTHORITIES

The Campus Rights to Know Act mandate that institutions disclose statistics both for crimes reported to criminal justice agencies and crimes reported to their members of the campus community. Local contiguous police agencies providing crime data include the Cheltenham Township Police. While everyone on campus is encouraged to report a crime, under the Campus Right to Know Act some individuals are designated as *campus security authorities* (CSA). The named campus security authority is somewhat misleading as it is applied to a group of people who by function are not necessarily engaged in security-related work. According to the law, any person who has the authority and duty to take action or respond to particular issues on behalf of the College or has significant responsibility for student actions is defined as a *campus security authority* (CSA). However, the CSA does not have the power to arrest and do not carry firearms. The local police are utilized when an arrest is appropriate. The College also utilizes outside police agencies for additional security during special events. Campus community members are encouraged to report all crimes, emergencies, accidents and suspicious individuals to a campus security authority immediately.

Gratz College maintains a close working relationship with the Cheltenham Township Police Department while there is no written memorandum of understanding between the two.

Because job titles and official responsibilities vary from campus to campus, the Campus Right to Know Act does not provide a list of specific titles that should be designated as a *campus security authority*. At Gratz College, the following titles have been recognized as *campus security authorities*:

- *President of College, all subordinate administrators.*
- *Dean of College, all subordinate administrators.*
- *Manager of Business Operations and Facilities, all subordinate administrators.*

## QUICK REFERENCE GLOSSARY

**Student Right To Know & Campus Security Act** - The student Right-to-Know and Campus Security Act requires colleges and universities receiving federal funds to notify community members as to who is considered a "campus security authority." The U.S. Department of Education defines a campus security authority as (1) A campus law enforcement unit; (2) An individual or organization specified in an institution's statement of campus security policy as the individual or organization that has significant responsibility for student and campus activities, but does not have significant counseling responsibilities.

**Campus Security Authority (CSA)** – A campus police or security official or other official with significant responsibility for campus and student activities. A CSA has responsibilities under Clery to report information for timely warnings and crime statistics.

**Title IX** - The U.S. Department of Education's Office for Civil Rights (OCR) enforces, among other statutes, Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance.

Title IX states that: 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.

## PREPARATION OF THE ANNUAL SECURITY REPORT

The Director of Campus Security prepares this annual report of crime statistics in compliance with the Clery Act. The annual report will include data gathered from college personnel and from local law enforcement agencies. Pursuant to the Clery Act, Gratz College must report specific crime data every year, for the most current three year period, and these annual crime statistics are available at the U. S. Department of Education Office of Postsecondary Education website. Copies of the annual report are distributed to all students and employees and are available for prospective students at the Gratz College website.

## VOLUNTARY, CONFIDENTIAL REPORTING

Gratz College has a reputation for maintaining safe campuses where staff, students, and faculty can work and study without fear for their personal safety or property. This is, in part, a result of everyone working together to create an atmosphere that is safe and conducive to learning. If crimes are never reported, little can be done to help other members of the community from possibly becoming victims as well. We encourage the Gratz College community members to report crimes promptly and to participate in and support crime prevention efforts. The college community will be much safer when all community members participate in safety and security initiatives. If you are the victim of a crime or want to report a crime you are aware of but do not want to pursue action within the college or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able to file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personal identifying information confidential while taking steps to ensure your safety and the safety of others. The confidential reports allow the College and Centers to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security Report. In limited circumstances, the department may not be able to assure confidentiality and will inform you in those cases.

## TIMELY WARNINGS

In order to keep the campus community informed about safety and security issues on an ongoing basis, an institution must alert the campus community to the commission of any crime listed above that is reported to campus security authorities or local police agencies, and that is considered by the institution to represent a threat to students and employees.

Timely warnings can be issued for threats to property, as well as for threats to persons. It is irrelevant whether the victims or perpetrators are members of the campus community.

The warning should be issued as soon as the pertinent information is available because the intent of a timely warning is to alert the campus community to continuing threats especially concerning safety, thereby enabling community members to protect themselves.

Examples of issues requiring timely warnings could include:

- Investigations of a series of car thefts in a certain area

- Unsolved burglaries
- A pattern of drug dealings or activities that puts students at risk
- Prevention notices, etc.

Per the Clery Act, timely warnings must be issued for the following crimes, if (1) the crime is reported to campus security authorities, who are identified on page 2 of this report, (2) the crime is determined to pose a serious or continuing threat to Gratz students and employees, and (3) the crime occurred on campus, in or on non-campus buildings or property owned by Gratz College, or owned or controlled by a student organization officially recognized by Gratz, or on public property that is within the campus or immediately adjacent to campus:

The notice must be timely and reasonably likely to reach the entire campus community and aid in the prevention of similar crimes. Warnings may be e-mailed, posted around campus, or otherwise distributed according to policy. A combination of dissemination methods may be used. Timely warnings may not be issued in a manner or posted in a location that requires the campus community to make requests for them or to search for them.

In the event that a situation arises, either on or off campus, that, in the judgment of a Designated Security Officer, constitutes an ongoing or continuing threat, a campus-wide “timely warning” will be issued. The warning will be issued through the “Campus Alert System” (described below). Anyone with information warranting a timely warning should report the circumstances to a Designated Security Officer by phone or in person.

### Campus Alert System

The Emergency Alert System allows students, parents, faculty, and staff to submit their individual email, pager or cell phone number with text messaging capabilities and service for immediate notification. In the event of an emergent or urgent situation, all emergency communications will be dispatched via ReadyNotifyPA. ReadyNotifyPA will send an e-mail or send a text message to a cell phone or other device. Subscribers will have a choice in their means of receiving their emergency information. The Emergency Alert System will only be used in emergencies and severe weather situations. If you receive an alert, you will be instructed to visit your Gratz College email, the Gratz College website, Message on the Main Phone System and local radio and television stations for further instruction. In the event of system testing, an email will be sent out via Gratz College email prior to the test of the notification system.

FERPA does not preclude an institution’s compliance with the timely warning provision of the campus security regulations. FERPA recognizes that information can, in case of an emergency, be released without consent when needed to protect the health and safety of others. In addition, if institutions utilize information from the records of a campus law enforcement unit to issue a timely warning, FERPA is not implicated, as those records are not protected by FERPA.

Gratz College is not required to report crime statistics or issue timely warnings for Clery designated crimes that occur off campus, with the exception of those crimes committed on public property or in (on) *non-campus buildings or property*, as defined in the report. However, the College recognizes that in certain cases timely warnings, even if not required by the Clery Act, may benefit the campus

community. The following criteria must be met for the College to issue a timely warning for an off-campus crime that does not require a timely warning under the Clery Act.

- The crime is a murder, rape or other serious and violent assault, or the local municipality requests that the College issue a timely warning.
- The crime occurred in a geographic area frequented by Gratz College students.
- The crime represents a continuous threat to the Gratz College campus community.

## BUILDING SECURITY AND ACCESS POLICY

During business hours, Gratz College will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to the building is by key and security code, if issued, or by admittance via designated officials. In the case of periods of extended closing, Gratz College will admit only those with prior written approval.

Emergencies may necessitate changes or alterations to any posted schedules for building hours. In such emergencies, admittance to the closed building may be permitted by an authorized employee only.

### Building Security Alarm

The Academic Building is equipped with three alarm systems:

1. **Silent Alarm System:** This is a system of “panic buttons” some of which are located at fixed points in the building. The “panic buttons” are to be used only in the event of emergencies and provide notification directly to the Cheltenham Police Department. When used, the Cheltenham Police Department will respond immediately with weapons drawn.
2. **Security Alarm System:** This is a system consisting of fixed panels located within the building. This system is activated by breaches in the system, motion detectors and the manually pushing of a button. Once activated, the system provides both an audible and visual warning on the premises, and both a security company and the Cheltenham Police Department are notified that the system has been activated.
3. **Fire Alarm System:** This system detects both smoke and heat with the result the system is activated. Once activated, the system provides both an audible and visual warning on the premises, and the Cheltenham Fire Department is notified that the system has been activated.

**Please note: All emergency doors must remain closed unless there is an emergency.**

### Procedures for Building Access

Those who open and lock the building paid student staff, faculty, and regular staff will follow the following procedures:

1. **The opening of the Building:**

- a. The employee will disarm the building; doors will remain closed until the Front Desk employee arrives.
- b. The employee will walk the premises of the building to assure the building is safe to open.
- c. Once the building has been confirmed safe, the employee will wait at Front Desk for the Front Desk employee in order to allow them entrance into the building.

**Please note: No one will be admitted into the building unless there is a Front Desk employee present.**

- d. Once the Front Desk employee arrives, the front door will be unlocked.

## **2. During Business Hours:**

- a. All **unknown** students, parents, employees, contractors, guests, and invitees will only be given access to the building once they have confirmed the following through the intercom:

- i. Reason for visit

- ii. Identification

**Please note: During large events and/or workshops, the intercom policy may change.**

- b. **Visitors, Contractors, and Invitees:** Once in the building the person(s) must sign in at the front desk and collect a visitor's pass that must be worn visibly during the time of their visit.
- c. In addition, no visitor will be allowed access to the rest of the building unless their designated person is aware of their presence in the building.
- d. Once the visitor's visit is complete, they must sign out and return the visitor's pass.

## **3. The closing of the Building:**

- a. At the time of closing, the Front Desk Employee will walk the premises of the building confirming that no one is remaining in the building and that the necessary doors are locked and secure. If Maintenance is available, they will assist the Front Desk Employee in walking the premises of the building.
- b. Once the building has been secured, the Alarm will be activated and both the Front Desk Employee and Maintenance will leave the premises.

## MONITORING AND RECORDING OF OFF-CAMPUS CRIMES INVOLVING RECOGNIZED STUDENT ORGANIZATIONS

Gratz College does not recognize any off-campus student organizations. Off-campus activities involving students will be supervised by appropriate staff that will notify local law enforcement authorities if a crime occurs. Supervisors of these events should also notify Gratz College's Manager of Business Operations and Facilities of these incidents, but Gratz College personnel do not have the authority to respond to off-campus incidents.



## BUILDING MAINTENANCE

The Gratz College Maintenance Department, in conjunction with the Jewish Federation of Greater Philadelphia, maintains the building and grounds with a concern for safety and security. Reports of potential safety hazards, such as broken windows, should be made to the Maintenance Department at (215) 635-7300, ext. 166 or the Reception Desk at ext. 100.

## WEAPONS ON CAMPUS

No students, faculty, staff, or visitors to the facility are authorized to possess weapons on campus. In the event security personnel are hired for a particular event, or in response to a particular issue, only trained and licensed professionals are authorized to possess weapons.

## DRUG-FREE SCHOOL POLICY

As an educational institution participating in various federal financial aid programs, Gratz College and its employees and students are subject to the Drug-Free Schools and Communities Act Amendments of 1989, 34CFR Part 86, Subpart B (collectively, the "Acts").

Both the Acts and Gratz College policy prohibit the misuse, illicit use, unlawful manufacture, possession, sale, or other illicit activity involving controlled/illegal drugs and intoxicating beverages by any student on school property or on premises used for school functions.

Any student found possessing illegal drugs, misusing intoxicating beverages, or selling controlled/illegal drugs on school property or at any school function will be subject to disciplinary action, up to and including expulsion and the matter may be referred to the proper authorities for possible prosecution.

School property is defined as Gratz College property (including desks, lockers, offices, restrooms, classrooms, break areas, etc.), that is made available to students for school-related purposes only. School property may be subject to search or inspection at any time, without the students' consent or knowledge.

This document serves to inform you about the College's policies on alcohol and other drugs. The abuse of alcohol and the use of illegal drugs are inconsistent with the academic goals of our institution. To assist the campus community, Gratz College has developed programs by which we hope to accomplish the following:

- Establish and enforce clear policies for employees and students that promote an educational environment free from the abuse of alcohol and the use of illegal drugs;
- Educate all members of the campus community about the health risks associated with the use of illegal drugs and the abuse of alcohol;
- Create a campus environment that promotes and reinforces healthy, responsible living and respect for community and campus standards and regulations; and
- Provide a reasonable level of care for alcohol abusers and users of illegal drugs and those affected by it.



## ALCOHOL AND DRUG POLICY

The College follows the laws of Pennsylvania. Consistent with Pennsylvania State Law,

Gratz College:

- a. permits the responsible and low-risk use of alcohol by students who are 21 years old or older;
- b. does not permit individuals under 21 to use alcohol;
- c. does not permit the use of illegal drugs\*

*\* As applied throughout this document, "illegal drugs" are controlled substances as defined by federal, state and local laws. Only those drugs which are properly prescribed, in the original container, for the person prescribed, and used in the manner prescribed are permitted.*

Gratz College enforces state underage drinking laws and procession, use and sale of illegal drugs. Alcohol may be dispensed to those of legal drinking age in the Gratz College building. The party responsible for the event where the alcohol is being dispensed is also responsible for checking the legal age of those they serve. Gratz College has a no-tolerance policy for the possession of illegal drugs in the college building.

### Treatment Centers

If you or someone you know is in need of a counseling center please use the resources below. They are free, confidential and nonjudgmental counseling.

#### **AA (Alcoholics Anonymous)**

215-923-7900

856-486-4444 (South Jersey)

[www.aa.org](http://www.aa.org)

- Provides lists of local meetings, meeting times, type of meeting (open vs. closed, etc.)
- Meetings follow the 12-step model of recovery
- They have a beginner AA meeting every Monday night at 7:30 pm Brubaker 204
- Call for updated information (meeting time/location may change)

#### **AA Meeting at Abington Hospital**

215-481-2000

Abington Hospital, 1200 Old York Road, Abington, PA

- Closed AA meeting
- Meets Mondays at 8:30 PM in the Employee's cafe
- Call for updated information (meeting time/location may change)

### **Adult Children of Alcoholics (ACOA)**

215-333-0444

[www.adultchildren.org](http://www.adultchildren.org)

- 12-step program/support groups for people who grew up in an alcoholic or otherwise dysfunctional homes
- Provides information on local meetings

### **Alanon/Alateen**

1-888-4AL-ANON

215-222-5244 (local number)

[www.al-anon.org](http://www.al-anon.org)

- Provides lists of local meetings for family and friends of alcoholics
- Hours Mon-Fri 12-3

### **Cocaine Anonymous**

[www.cocaineanonymous.org](http://www.cocaineanonymous.org)

- Provides a list of regional 12-step recovery meetings for cocaine addiction

### **Codependency Anonymous (CODA)**

1-888-444-2359

<http://coda.org/>

- Provides information on local CODA meetings
- An organization that promotes the development of healthy relationships
- 12-Step orientation

### **Narcotics Anonymous**

844.624-3575 (844-NAHELPLINE)

[www.na.org](http://www.na.org)

- Provides information for regional narcotics
- 12-step program meetings

### **Rational Recovery**

530-621-4374 or

530-621-2667

[www.rational.org](http://www.rational.org)

- An educational recovery program based on rational-emotive behavior therapy
- Does not perceive alcoholism as a disease

- A cognitive-based alternative to AA

### **SOS (Secular Organizations for Sobriety)**

323-666-4295

773 Hollywood Blvd., Hollywood, CA 90027

[www.sossobriety.org](http://www.sossobriety.org)

- The organization provides information on local meetings
- Self-empowerment approach to recovery
- Alternative to 12-Step programs

### **National Drug and Alcohol Treatment Referral Routing Service**

1-800-662-HELP (4357)

- The U.S. Department of Health and Human Services (HHS) Substance Abuse and Mental Health Services Administration's (SAMHSA) toll-free telephone number for alcohol and drug information/treatment referral assistance.

### **Web Tribes**

[www.webtribes.com](http://www.webtribes.com)

Free online support communities for:

- Addiction
- Anxiety
- Depression
- Obsessive-Compulsive
- Grief and Loss
- Marriage and Family
- Trauma & PTSD
- Gay, Lesbian & LGBT

### **CHADD**

<http://www.chadd.org/>

- The National Resource on ADHD

### **Aldersgate Youth Service Bureau**

215-657-4545

42 N. York Rd., Willow Grove, PA 19090

- Outpatient counseling, all ages (drug/alcohol issues is a specialty)
- Individual, families, couples

**Center for Psychological Services  
Substance Abuse and Treatment Division**

610-642-4873

125 Coulter Ave., Ardmore, PA 19003

[www.centerpsych.com](http://www.centerpsych.com)

- Substance abuse assessment and psychodiagnostic assessment
- Individual and/or family therapy
- Psychiatric/pharmacological consultation
- Collaborative work with college counselors
- Referral to recovery facilities, when appropriate

**Friends Hospital**

215-831-4600

800-889-0548

4641 Roosevelt Blvd., Philadelphia, PA 19124

[www.friendshospital.com](http://www.friendshospital.com)

- An intensive outpatient program in chemical dependency and dual diagnosis
- Provides lectures for family/friends of people with addiction
- Support groups that meet at Friends include: AA, NA, Al-Anon, Alateen

**Horsham Clinic**

1-800-237-4447 (24 hr. - Assessment & Referral)

722 E. Butler Pike, Ambler, PA 19002

[www.horshamclinic.com](http://www.horshamclinic.com)

- Psychiatric hospital with a dual diagnosis, in-patient unit (person must have a psychiatric problem in addition to alcohol/other drug dependence in order to be admitted).

**Salisbury Behavioral Health, Inc.,**

215-884-5566

300 Welsh Road Bldg. #4, Suite 100

Horsham, PA 19044

215-830-8966

- Provide support for Mental Illness and co-occurring disorders.

**Montgomery County Drug and Alcohol Programs**

610-278-3642

- Connects to all drug and alcohol programs in the county

### **Rehab After Work (3 locations)**

#### NE Philadelphia

215-342-4400

9815 Roosevelt Blvd. Suite B

Philadelphia, PA 19114

#### Jenkintown

610-644-6464

Nobel Plaza, Suite 310

801 Old York Road

Jenkintown, PA 19046

#### Center City

610-644-6464

1420 Walnut Street, Suite 500

Philadelphia, PA 19102

- Outpatient treatment, intensive and traditional
- Day and evening hours

### **Starting Point**

856-854-3155

215 Highland Ave., Westmont, NJ 08108

[www.startingpoint.org](http://www.startingpoint.org)

Counseling services; specialize in dependencies, but are open for general counseling

- Referrals to counseling and psychotherapy
- Group meetings: Alcoholics Anonymous, Sexaholics Anonymous, Al-Anon, Narcotics Anonymous, Survivors of Incest Anonymous, and Codependents Anonymous.
- Lecture and Educational Series: Educational programs run by the therapists on site that are open to the public and host guest lecturers that teach meditation and holistic health classes.

### **Malvern Institute: Substance Abuse**

610-MALVERN

[info@malverninstitute.com](mailto:info@malverninstitute.com)

940 West King Road

Malvern, PA 19355

- Rehabilitation; inpatient and outpatient

## University of Pennsylvania

215-243-9959, Philadelphia, PA 19104

- Free, research-based alcohol and cocaine treatment
- All treatment involves medication or placebo plus therapy

### Online Information

- Addiction Center: [addictioncenter.com](http://addictioncenter.com)
- Center for Disease Control: Tobacco Info and Prevention: [cdc.gov/tobacco](http://cdc.gov/tobacco)
- College Drinking (Changing the Culture):  
[www.collegedrinkinglearning.org/parentsandstudents/student/default.aspx](http://www.collegedrinkinglearning.org/parentsandstudents/student/default.aspx)
- College Binge Drinking: [collegebingedrinking.net](http://collegebingedrinking.net)
- Drug Rehab Locator: [www.drugrehablocator.com](http://www.drugrehablocator.com)
- Drug Watch: [www.drugwatch.com/health/students](http://www.drugwatch.com/health/students)
- Nicotine Anonymous: [nicotine-anonymous.org](http://nicotine-anonymous.org)
- Quit Net: <https://quitnet.meyouhealth.com/#>
- Rethinking Drinking: [www.rethinkingdrinking.niaaa.nih.gov](http://www.rethinkingdrinking.niaaa.nih.gov)
- Starting Point: [startingpoint.org](http://startingpoint.org)

## SECURITY AWARENESS

All students are sent an email during each of the college's three semesters that includes a link to the **Gratz College Emergency Operations Plan (EOP)**. Security procedures, as created by the Department of Campus Security, are posted on the Intranet for employees and on the Campus Security page of the website for use by students and faculty. Everyone is encouraged to read the EOP and sign up for online active shooter training through AFIMAC <http://afimacglobal.com/activeshooter/>

Regular fire drills are performed in accordance with local fire officials in order to prepare students, faculty, staff, and visitors for any such emergency.

To view the Cheltenham Township Crime Reports Map:

<http://www.cheltenhamtownship.org/pview.aspx?id=3079&catid=29>

## TIPS FOR MAINTAINING A SAFE & SECURE CAMPUS

### *In the office or classroom:*

- Avoid working or studying alone in a building at night.
- Keep your purse and petty cash in a locked cabinet or drawer.
- While in class or in the library keep personal belongings in view.
- Use the Buddy System to travel alone at night.
- Report anyone who behaves suspiciously to the a CSA or the local police. Remember his/her appearance and relay it to the CSA and/or dispatcher.

### *On the street:*

- Stay in well-lit areas; walk midpoint between curbs and buildings, away from alleys, entries and bushes.
- Carry only necessary credit cards and money.
- Purchase a whistle or mace and carry it with you at all times.
- If you are followed, act suspicious. Keep looking behind you and you may discourage the follower.
- Never hitchhike.

## Our Commitment to Safety

Gratz College is dedicated to keeping the campus a secure and healthy place to work and study. The well-being of Gratz College students is important to the College, and maintaining a safe environment is a shared responsibility that is taken with all due seriousness.

We want you to become familiar with the College community, to understand the security policies and procedures that help to promote safety and respect for others on the Gratz College campus and to take appropriate precautions to minimize risks.

The college is located in a quiet, residential suburb; Gratz College has experienced minimal problems to date with crime on campus. Life on any college campus, however, is subject to some of the same risks and problems as life elsewhere.

A relatively safe and secure environment exists at Gratz College, however, only because everyone on campus—from staff to faculty to individual students—work to keep it that way. Respect for others and their property and responsibility for one's own actions are expected of everyone.

In an effort to promote safety, landscaping on campus is maintained with security considerations in mind. Landscape plants are trimmed low around entrances to buildings, ground-floor windows, paths and parking lots. Tree branches are trimmed back around streetlights in order to provide maximum lighting. Maintenance inspects campus lighting and replaces non-functioning lights.

## How to assist survivors of a crime

### *Helping Someone Who Has Been Assaulted*

Whether you are a friend, family member, or Gratz College Community, you may be the first to notice that someone you care about begins to act in a different way. NEVER be afraid to ask, "Are you okay?" You may be the first person to respond to someone, and in the event that the problem centers on a sexual assault or other sexual abuse, this might be the question that helps begin recovery. First and foremost, obtain immediate help from a CSA or Cheltenham Township Police if the survivor is injured or unsafe in any way.

### **Helpful strategies for talking with a survivor\***

- Believe them. Believing someone when the person tells you he or she has been sexually assaulted is the most important thing you can do. Your immediate reaction can have a powerful impact on their healing, especially if you happen to be the first person the survivor has disclosed to. Always believe them.
- Listen non-judgmentally. Use active listening skills and allow the survivor to tell as much or as little of their story as they feel comfortable with. It is not up to you to "figure out what happened" or even understand all of the circumstances or details of the assault. Simply listening is enough.
- Assure them that they are not to blame for the assault in any way. Survivors of sexual assault often blame themselves for what has happened. It is important to assure survivors that no matter what happened - it was not their fault.



- Protect their privacy. It is up to the survivor to decide who knows about the assault. Do not tell others, even if you think the survivor should or would “want them to know.” Of course, if you are worried about the survivor’s immediate physical safety you should contact Cheltenham Township Police and the Office of Academic Affairs.
- Assure them they are not alone. Survivors of sexual assault often feel isolated, scared, and powerless. Tell the survivor that you are there for them; then follow through by being there to listen and support.
- Use all available resources. Assist the survivor to get connected to campus resources or other professionals who can help. Say “There are people on campus who are experts in this, who know what to do and who can be trusted.”
- Assure them they can and will recover in time. This has been a traumatic disruption in their life but they will feel differently about things in the future.
- Get help for yourself. Even those with the best intentions can become over-involved with the survivor’s recovery, possibly hurting both of you. Seek advice if you have any concerns about how to help.

### Things to avoid when helping a survivor\*

- We often want to respond to violence with aggressive action. The worst thing to do is act aggressively around someone with trauma. Avoid saying - “I will hurt the person who did this to you!”
- Don’t ask the survivor to tell every detail about the assault. Survivors often experience additional trauma when asked to repeat their story.
- Don’t say that you know how they feel.
- Don’t evaluate their behavior or feelings by saying “You shouldn’t feel, you ought to feel, you’re wrong.”
- Don’t ridicule or shame by saying “Why didn’t you fight?” or “This wouldn’t have happened if you...”
- Don’t give unwanted advice by saying “I would have...”
- Don’t interpret, analyze, diagnose by saying “You’re doing that now because...”
- Don’t order or threaten by saying “If you don’t do \_\_\_\_\_, you’ll regret it.”
- Don’t give too positive evaluations by saying “I’m sure you’ll be fine, it will all work out.”
- Don’t distract or divert the conversation by saying “It isn’t that bad, let’s talk about something else.”
- Don’t discourage the survivor from going to the police if they choose to report the assault.

*\*Portions adapted from Bently College “Helping Someone Who Has Been Assaulted” \**

## IF YOU SEE SOMETHING, SAY SOMETHING

Gratz College is in partnership with Homeland Security’s “If You See Something, Say Something™” campaign. “If You See Something, Say Something™” is a national campaign that raises public

awareness of the indicators of terrorism and terrorism-related crime, as well as the importance of reporting suspicious activity to state and local law enforcement.

We want everyone in the Gratz College Community to speak up and report suspicious activity.

If you see something, contact your local law enforcement agency and describe specifically what you observed, including:

- Who or what you saw;
- When you saw it;
- Where it occurred; and
- Why it's suspicious.

If there is an emergency, call 911.

For more information about "If You See Something, Say Something™" please go to

[https://www.dhs.gov/xlibrary/videos/see-something-say-something/16\\_03\\_30\\_protect-your-every-day-english-90.mp4](https://www.dhs.gov/xlibrary/videos/see-something-say-something/16_03_30_protect-your-every-day-english-90.mp4).

## CAMPUS SEX CRIMES PREVENTION ACT

In compliance with the Campus Sex Crimes Prevention Act, Gratz College's local law enforcement agency and state website where registered sex offender information may be obtained are listed below. All sex offenders are required to register under state law where they live, and with the state of any institutions of higher education where the offender is a student, is employed, or carries on a vocation.

Cheltenham Police Department

8230 Old York Rd.

Elkins Park, PA 19027

215-885-1600

[www.pameqanslaw.state.pa.us](http://www.pameqanslaw.state.pa.us)

## SEXUAL VIOLENCE PREVENTION AND RESPONSE PROGRAMS AND SEX OFFENSE PROCEDURES

Gratz College does not discriminate on the basis of sex in its educational programs. Nor does it tolerate sexual harassment and sexual violence, which is a type of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether gender-based or not and include dating violence, domestic violence, and stalking. As a result, Gratz College issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct; educational programs and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus, and how these events are reported to a Gratz College official. In this context, Gratz College prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking and reaffirms its commitment to maintaining a campus environment emphasizing the dignity and worth of all members of the campus community.

These guidelines apply to all students, faculty, staff, contractors, and visitors. Any sexual violence occurring at Gratz College facilities or at a Gratz College-sponsored or supervised event is strictly prohibited and is a violation of Gratz College's policy whether committed by an employee, student or member of the public, and is subject to administrative disciplinary action and criminal and civil prosecution.

### SEXUAL ASSAULT INFORMATION

According to the U.S. Justice Department, crimes of sexual assault are the most under-reported of all crimes. This is especially true on a College campus. To encourage reporting and to provide appropriate survivor support, we have established a framework of sexual violence awareness programming and survivor support services. The following is a summary of relevant information.

In an effort to reach students with a variety of concerns and interests, professional staff members and students plan, advertise and implement programs on sexual violence, developing positive relationships, effective communication, and related topics. Programs are offered during new student orientation and supplement in the residence halls and with commuter students. We also invite guest speakers and representatives of local agencies from the greater Philadelphia area and surrounding communities.

Educational programming and victim/survivor support services can be initiated by contacting any of a number of Counseling Centers, contact one of the CSAs and/or the local Cheltenham Police. **Don't be afraid or reluctant to get help.**

#### **Victim Services Center of Montgomery County, Inc.**

- 24 hr. Crisis Hotline: 1-888-521-0983
- Sexual Violence Hotline: 610-277-5200
- Other Crimes: 610-ASSIST-1

#### **Women's Center of Montgomery County's 24/7 Hotline**

8080 Old York Road, Suite 200  
Elkins Park, PA 19027  
1-800-773-2424  
[www.wcmontco.org](http://www.wcmontco.org)

**Laurel House (Montgomery County)**

[laurel-house.org](http://laurel-house.org)

Hotline: (800) 642-3150

## STATE AND NATIONAL DOMESTIC ABUSE RESOURCES

**Domestic Violence Awareness Project**

[dvam.vawnet.org](http://dvam.vawnet.org)

**National Coalition Against Domestic Violence**

[ncadv.org](http://ncadv.org)

Hotline: (800) 799-7233

**National Resource Center on Domestic Violence**

[nrcdv.org](http://nrcdv.org)

(800) 537-2238, ext. 5

**Pennsylvania Coalition Against Domestic Violence**

[pcadv.org](http://pcadv.org)

(800) 932-463

## TYPES OF VICTIMIZATION

A victim is a person who suffers direct or threatened physical, emotional or financial harm as a result of an act by someone else, which is a crime.

**Sexual Misconduct:**

Sexual Misconduct is an umbrella term that includes any non-consensual sexual activity that is committed by force or fear or mental or physical incapacitation, including through the use of alcohol or drugs. Sexual misconduct can vary in its severity and consists of a range of behavior, including rape, statutory rape (sexual contact with a person under 18 years old), sexual touching, sexual exploitation, sexual harassment, and conduct suggestive of attempting to commit any of the aforementioned acts.

**ENGAGING IN ANY SEXUAL ACTIVITY, CLEAR CONSENT MUST BE GIVEN.**

## **Rape: (Defined by Federal Bureau of Investigation (FBI))**

### **1. Rape (except Statutory Rape)**

The carnal knowledge of a person, 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 or physical incapacity.

### **2. Sodomy**

Oral or anal sexual intercourse with another person, 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 or physical incapacity.

### **3. Sexual Assault With An Object**

To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, 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 or physical incapacity.

## **Sexual Touching:**

Sexual touching, also known as sexual battery, is the act of making unwanted and sexually offensive contact (clothed or unclothed) with an intimate body part of another person or action, which causes immediate apprehension that sexual touch will occur. Intimate body parts include sexual organs, the anus, the groin, breasts or buttocks of any person. Sexual touching includes situations in which the accused engages in the contacts described with a person who is incapable of giving consent.

## **Sexual Exploitation:**

Sexual exploitation is the taking advantage of a *non-consenting* person or situation for personal benefit or gratification or for the benefit of anyone other than the alleged victim; and the behavior does not constitute rape, sexual touching or sexual harassment. Sexual exploitation includes, but is not limited to:

1. Photographing or making audio or video recordings of sexual activity without consent;
2. Dissemination of images or recordings without the consent of the participant(s);
3. Allowing others to observe sexual activity without the knowledge or consent of the partner;
4. Voyeurism (peeping tom);
5. Knowingly transmitting a sexually transmitted infection or HIV to another student;
6. Prostituting another person;
7. Giving alcohol or other drugs to another student with the intention of rendering him or her incapable of giving consent.

## **Sexual Harassment:**

Sexual Harassment is any unwelcome sexual conduct or behavior that creates an intimidating, hostile or offensive working or educational environment. Quid pro quo sexual harassment exists when there are:

1. Unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature; and
2. Submission to or rejection of such conduct results in adverse educational or employment action.

**Stalking:**

Stalking is prohibited. It is willful, malicious and repeated following of a person or harassing behaviors against another person, putting the person in reasonable fear for his or her personal safety, or the safety of his or her family. This includes use of notes, mail, gifts, communication technology (e.g. voicemail, text messages, internet, and social networking sites - using any electronic or telecommunication is also known as cyber-stalking) to harass or convey a threat. This offense may also be treated as a type of sexual misconduct in certain situations.

**Physical Assault/Battery:**

Physical assault or battery is prohibited. It is to touch or strike a person against his or her will or to threaten violence against that person.

**Dating/Relationship/Domestic Violence:**

Dating/Relationship/Domestic Violence is prohibited. This type of violence may be emotional, verbal, physical and/or sexual abuse by an intimate partner, family members or parties in a dating relationship. Designer or date rape drugs can be placed in any drink, not just alcohol. Effects of such drugs may range from general illness to a feeling of euphoria, short-term memory loss, to an intoxication or aphrodisiac effect. Persons who have ingested such drugs have also reported anxiety, hallucinations, and loss of muscle control, nausea, and amnesia lasting up to 24 or more hours.

**Theft:**

Theft is the unlawful and unauthorized removal of any personal property for one's own use.

**The threat of Harm:**

Conveyances of threats, which result in, or may result in, harm to any person by willful and deliberate means are prohibited.

**Victimization Procedures:**

- Whenever the Department of Business Operations and Facilities and/or the Title IX Officer receives a report of an alleged sexual assault or an attempted sexual assault, the Manager of Business Operations and Facilities and/or the Title IX Officer (or his/her designee in his/her absence) will be notified immediately. Upon receiving a complaint that a rape or sexual assault has occurred, the President of the College shall dispatch a supervisor and/or officer to the scene. All communications concerning the incident should be kept to a minimum, and if practical, communications should be made either in person or via telephone. At no time should the name of the victim be broadcast over the radio or the Internet.
- In addition to the above notifications. The Manager of Business Operations and Facilities and/or the Title IX Officer will ensure the following College Officials are notified:

a. The on-call Dean

b. The on-call Student Life Staff Member

**NOTE:** Depending upon the recency of the alleged assault, nature of the alleged assault, the location of the alleged perpetrator, and a potential threat to the College community as a whole, police intervention may be necessary regardless of the victim's wishes or desires. The decision to involve the police in sexual assault incidents, wherein the victim does not wish to pursue the incident with the police, will be made by either the Dean of the College, the Dean on-call, and/or Manager of Business Operations and Facilities. If the victim desires to involve law enforcement, then the responding personnel will notify them immediately.

- The primary concern of law enforcement on the scene shall be the medical needs of the victim and the preservation of evidence. If the victim is seriously injured, hysterical, or in a state of shock, the victim shall immediately be transported to the nearest hospital. Any special requests made by the victim at this time, such as having a friend present, should be honored whenever practical. Responding personnel must be tactful, professional, and supportive.
- Depending on the condition of the victim and the probability of affecting the apprehension of the alleged actor(s) if still in the vicinity, but with full recognition that the mental and emotional well-being of the victim is paramount, the personnel on the scene may secure some preliminary information from the victim regarding the physical description of the alleged actor(s), time of occurrence, location of occurrence, wounds, type of weapon used or mentioned, vehicle description (if any), suspect's direction of flight, and the victim's desires with regard to the notification of local law enforcement authorities, etc. may all be obtained.
- The personnel on the scene shall also be responsible for preserving the scene of the crime and await the arrival of law enforcement authorities if notified. If the victim does not wish to have the local authorities notified and the incident/situation does not warrant immediate police intervention, the personnel on the scene should attempt to retrieve personal identifying information of any and all witnesses. All witnesses should be requested not to discuss the incident with anyone prior to being interviewed, and if practical, these witnesses should be kept separate from each other during this waiting period. The crime scene should be properly sectioned off and secured, any and all physical evidence should be identified and secured, and all personnel and onlookers kept back until the scene has been examined for evidence by the Manager of Business Operations and Facilities or law enforcement authorities.



**NOTE:** If the local law enforcement authorities are going to be summoned to the crime scene, then responding Safety and Security Officers should do nothing more than to ensure the victim's safety and well-being, preserve the crime scene, secure physical evidence, identify witnesses for future questioning, and keep onlookers away from the scene. Once the local law enforcement authorities are summoned and become involved with the investigation of the crime, all subsequent interviews and law enforcement functions shall be conducted by the local authorities. The preservation of the crime scene includes the victim's clothing and body. Victims should be encouraged not to change clothing or shower in order to preserve evidence that may be obtained from the victim's person.

- If the personnel from the Title IX Office (or his/her designee in his/her absence) is witness to the commission of a sexual assault, the Title IX Officer (or his/her designee in his/her absence) has probable cause to believe that the suspect(s) committed the crime and will escape if an immediate arrest is not made, then the local law enforcement authorities should be contacted immediately and requested to respond and intervene.
- Regardless of the victim's desires to involve or not involve local law enforcement authorities, the responding personnel from the Title IX Office should encourage the victim to seek medical attention at the nearest hospital and have the medical professionals examine them using a rape kit for the purpose of preserving evidence for possible future prosecution.

## REPORTING OPTIONS FOR SEXUAL MISCONDUCT

Gratz College does not discriminate on the basis of sex or gender in any phase of its educational or employment programs; Gratz College is required by Title IX and other laws not to discriminate. If the Gratz College knows or reasonably should know of possible sexual misconduct, a thorough, impartial, and confidential investigation will be conducted as promptly as possible to determine if there has been a violation of NIU's Title IX Policy. Sexual misconduct includes sexual harassment, sexual assault, dating violence, domestic violence, and stalking.

Victims are not required to file a complaint but are encouraged to do so. Regardless if a victim chooses to report sexual misconduct,

## VICTIM'S BILL OF RIGHTS

- Be informed of all reporting options.
- Be free from pressure to make a criminal report.
- Have any allegations of sexual misconduct, including sexual assault, harassment, domestic violence, dating violence, and stalking, investigated and adjudicated by the appropriate campus, criminal and/or civil authorities.
- Be notified of existing campus and community medical services, victim advocacy, legal assistance, visa and immigration support, student financial aid assistance, order of protection support, counseling and mental health services, whether or not the incident is reported to campus, criminal and/or civil authorities.
- Receive, when required, the full prompt cooperation of campus personnel when obtaining, securing, and preserving evidence.
- Be informed of options for, available assistance in, and how to request changes to academic, living, dining, transportation, and working situations as well as protective measures offered by Gratz College.

reasonable available accommodations or protective measures will be provided to the victim upon request.

### File a Title IX Complaint

In addition to or instead of filing a criminal complaint, students who feel they have been a victim of sexual misconduct have the right to file a complaint with Gratz College at any time, even if the police concluded there is not sufficient evidence for a criminal charge.

A complaint of this nature against a student, employee, or other person connected to Gratz College may be filed with Dr. Honour Moore, Title IX Officer, by calling (215) 635-7300 x120 or emailing hmoore@gratz.edu.

### File a Criminal Complaint

Victims of sexual assault may file a criminal complaint by contacting the Cheltenham Police Department at 215-885-1600 or in person at 8230 Old York Rd., Elkins Park, PA 19027.

### Results of Disciplinary Proceedings

Appropriate legal, disciplinary or remedial actions may be taken against any persons or groups alleged to have or found to be responsible for engaging in crimes of interpersonal violence, to include rape, acquaintance rape or other forcible or non-forcible sex offenses. The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding, and the accuser and accused shall be informed of the outcome of any institutional disciplinary proceeding alleging a sex offense or crime of violence (as that term is defined in Appendix A to Part 99 Title 34, United States Code of Federal Regulations). If the alleged victim is deceased as a result of the crime or offense, Gratz College will, upon written request, provide the results of the disciplinary hearing to the victim's next of kin.

## RISK REDUCTION, WARNING SIGNS OF ABUSIVE BEHAVIOR AND FUTURE ATTACKS

No victim is **EVER** to blame for being assaulted or abused. Unfortunately, studies show that a person who is the victim of sexual or dating violence is more likely to be re-victimized.

Below are some tips to help reduce your risk, to recognize warnings signs of abusive behavior and how to reduce the risk of a potential attack.

### Warning Signs of Abusive Behavior

Domestic and dating abuse often escalates from threats and verbal abuse to violence. And, while physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe. Warning signs of dating and domestic violence include:

- Being afraid of your partner.
- Constantly watching what you say to avoid a "blow up."
- Feelings of low self-worth and helplessness about your relationship.

- Feeling isolated from family or friends because of your relationship.
- Hiding bruises or other injuries from family or friends.
- Being prevented from working, studying, going home, and/or using technology (including your cell phone).
- Being monitored by your partner at home, work or school.
- Being forced to do things you don't want to do.

### Help Reduce Your Risk and Avoid Potential Attacks

- If you are being abused or suspect that someone you know is being abused, speak up or intervene.
- Get help by contacting a Counseling Center or Health Center for support services.
- Learn how to look for “**red flags**” in relationships so you can learn to avoid some of those characteristics in future partners.
- Consider making a report with the Manager of Business Operations and Facilities and/or the Title IX Coordinator and ask for a “**no contact**” directive to prevent future contact.
- Consider getting a protection from abuse order or no contact order from a local judge or magisterial justice.
- Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported.
- Trust your instincts—if something doesn't feel right in a relationship, speak up or end it.

### Sexual Assault Prevention (From RAINN)

- Be aware of rape drugs.
- Try not to leave your drink unattended.
- Only drink from unopened containers or from drinks you have watched being made and poured. Avoid group drinks like punch bowls.
- Cover your drink. It is easy to slip in a small pill even while you are holding your drink. Hold a cup with your hand over the top, or choose drinks that are contained in a bottle and keep your thumb over the nozzle.
- If you feel extremely tired or drunk for no apparent reason, you may have been drugged. Find your friends and ask them to leave with you as soon as possible.

- If you suspect you have been drugged, go to a hospital and ask to be tested.
- Keep track of how many drinks you have had.
- Try to come and leave with a group of people you trust.
- Avoid giving out your personal information (phone number, where you live, etc.). If someone asks for your number, take his/her number instead of giving out yours.

## STALKING

Stalking is behavior wherein an individual willfully and repeatedly engages in a knowing course of harassing conduct directed at another person, which reasonably and seriously alarms, torments or terrorizes that person. Stalking involves one person's obsessive behavior toward another person. Initially, stalking will usually take the form of annoying, threatening, or obscene telephone calls, e-mails or letters. The calls may start with one or two a day but can quickly increase in frequency. Stalkers may conduct covert surveillance of the victim, following every move his/her target makes. Even the victim's home may be staked out. Many will stop after they have been arrested, prosecuted and/or convicted. Unfortunately, laws do not stop most stalkers. Studies of stalkers indicate that they stop when their target is no longer available to them, or they find someone else to harass.

Here are some strategies that might help you fight back and regain some control of your life:

- Notify the stalker to stop: Your attorney or you can send a registered letter to the stalker stating that he/she must stop the behavior immediately.
- Notify law enforcement: Request that law enforcement agencies log your complaint each time you call whether they respond or not. Request a copy of the report.
- Obtain a Protective Order: You will need to go to court to get a criminal warrant and then file for a protective order.
- While the stalker may not respect the order, the police are required to make an arrest if the order is violated.
- Document everything: Record any information that you or any witnesses can provide.
- Tell everyone: Give friends, neighbors, coworkers and family members a description of the stalker. Ask them to watch for him/her, document everything listed above and give you a written account for your records.
- Take pictures: When you see the stalker, try to take a photo or videotape if it's safe to do so.
- Press charges: Call the police each time the stalker breaks a law. The stalker should be arrested, bonded, and then released. Request that one of the terms of the bond be that the stalker may not have any contact with you at all. Obtain copies of all documents and the name of the arresting officer.

- Save all communications: Save and date all cards, letters, notes, envelopes, e-mails, and taped messages on your telephone voice mail that are from the stalker.
- Keep all legal documents: Obtain copies of protective orders, court orders, etc.
- Make it hard to track you down
  - Alter travel routes and routines.
  - Obtain a post office box.
  - Give your address and phone number to as few people as possible. Inform professional organizations that they are to provide no one with information about you.
  - Post a No **Trespassing** sign on the edge of your property where it is clearly visible.
  - Report any threatening calls to the telephone company.
  - Report to the FBI all threats sent by mail.
- If you move:
  - Don't ask the post office to forward your mail. Have them hold it for you.
  - Take all important records with you: your (and your children's) medical, financial, academic records, Social Security cards, green cards, passports, driver's licenses, etc.
- Take a self-defense class: You may find that you feel more empowered and self-sufficient, even if you never employ the techniques that you learn in your class.

The National Center for Victims of Crime Stalking Resource Center (2012b) provides a number of online resources for victim services providers to aid in promoting victim safety, which can be found at [www.victimsofcrime.org/our-programs/stalking-resource-center/resources/for-practitioners](http://www.victimsofcrime.org/our-programs/stalking-resource-center/resources/for-practitioners).

## RELATIONSHIPS

According to the “onlove” a nonprofit organization, understanding relationship behaviors can help you figure out if you're in a healthy, unhealthy or dangerous relationship. In some cases, unhealthy behaviors can escalate to violence. Below are the 10 signs of a healthy relationship and 10 signs of an unhealthy relationship provided by “onlove” at <https://www.joinonlove.org/>.

### Ten Signs of a Healthy Relationship

1. **Comfortable Pace:** You and your partner allow the relationship to happen at a pace that feels comfortable for both of you. Often times when you begin dating someone, you may feel that you're spending all of your time with them because you want to – that is great! But be sure that

nothing feels imbalanced or rushed in the relationship. In a healthy relationship, nobody pressures the other to have sex, make the relationship exclusive, move in together, meet their family and friends, get married, or have a baby. When you do choose to take these steps, you both feel happy and excited about it—no mixed feelings.

2. **Trust**: Believing your partner won't do anything to hurt you or ruin the relationship. Examples are when your partner is comfortable when you do things without them, has faith that you won't cheat on them, respects your privacy online (like who you text and Snapchat), and doesn't make you go out of your way or work hard to "earn" their trust.
3. **Honesty**: Being truthful and open with your partner. It's important to be able to talk together about what you both want. In a healthy relationship, you can talk to your partner without fearing how they'll respond or if you'll be judged. They may not like what you have to say, but a healthy partner will respond to disappointing news in a considerate way. Some examples are having good communication about what you both want and expect and never feeling like you have to hide who you talk to or hang with from your partner.
4. **Independence**: Having space and freedom in your relationship to do you. Examples are when your partner supports you having friends and a life outside of your relationship and not needing to be attached at the hip or know every little detail about your life.
5. **Respect**: If respect is present in your relationship, your partner will value your beliefs, opinions and who you are as a person. Examples are complimenting you, supporting your hard work and dreams, not trying to push or overstep your boundaries, and sticking up for you.
6. **Equality**: You and your partner have the same say and put equal effort into the relationship (instead of feeling like one person has more say than the other). Examples are feeling like you are heard in your relationship or feeling comfortable speaking up, making decisions together as opposed to one person calling all the shots, and equally compromising on decisions in your relationship that make the other person feel important or respected.
7. **Compassion**: Feeling a sense of care and concern from your partner and knowing that they will be there to support you, too. If you're in a healthy relationship, your partner will be kind to you, they will understand and be supportive of you when you're going through tough times, and they will lend a helping hand in times of need. An important caveat is that it has to be two-sided and displayed equally. For example, if one person has a substance use addiction and the other person is asked to be compassionate all the time while the other person goes through all the drama, that isn't healthy!
8. **Taking Responsibility**: You and your partner are both responsible for your own actions and words. You both avoid putting blame on each other and own up to your actions when you do something wrong. Examples are when your partner genuinely apologizes for their mistakes, they avoid taking things out on you when they're upset, and they try to make positive changes to better your relationship.
9. **Loyalty**: When your partner is reliable and you feel confident that they have your back. Some examples are when your partner is respectful and faithful, sticks up for you, doesn't take sides

against you but helps you see the middle ground, and keeps your secrets safe. In a healthy relationship, you don't have to test the other person's loyalty, because you just know it's there. Sometimes people say "we all make mistakes" and "nobody's perfect" to make excuses for disloyalty. If you find yourself saying that more than once, it's a red flag that the relationship may not be healthy.

10. **Communication**: If you can talk to your partner about anything—the good and the bad—this is a sign of a healthy relationship. Examples are when you feel like your partner will listen to you when you need to talk and that they are open to discussing further and when you don't feel judged for your words or opinions.

## Ten Signs of an Unhealthy Relationship

1. **Intensity**: Having really extreme feelings or over-the-top behavior that feels like too much. Examples are rushing the pace of a relationship, always wanting to see you and talk to you, and feeling like someone is obsessed with you.
2. **Jealousy**: An emotion that everyone experiences, jealousy becomes unhealthy when someone lashes out or tries to control you because of it. Examples can be getting upset when you text or hang out with people your partner feels threatened by, accusing you of flirting or cheating, being possessive over you or even going so far as to stalk you.
3. **Manipulation**: When a partner tries to influence your decisions, actions or emotions. Manipulation is not always easy to spot, but some examples are convincing you to do things you wouldn't normally feel comfortable with, ignoring you until they get their way, and using gifts and apologies to influence your decisions or get back in your good graces.
4. **Isolation**: Keeping you away from friends, family, or other people. Examples can be when your partner makes you choose between them and your friends, insisting you spend all your time with them, making you question your own judgment of friends and family, and making you feel dependent on them for money, love or acceptance.
5. **Sabotage**: Purposely ruining your reputation, achievements or success. Examples can be making you miss work, school or practice, keeping you from getting school work done, talking about you behind your back or starting rumors, and threatening to share private information about you.
6. **Belittling**: Making you feel bad about yourself. Examples can be calling you names, making rude remarks about who you hang out with, your family or what you look like, and making fun of you – even if it's played off as just a joke.
7. **Guilting**: Making you feel guilty or responsible for your partner's actions. Examples can be making you feel responsible for their happiness, making you feel like everything is your fault, threatening to hurt themselves or others if you don't do as they say or stay with them, pressuring you to do anything sexual you're not comfortable with.
8. **Volatility**: Unpredictable overreactions that make you feel like you need to walk on eggshells around them or do things to keep them from lashing out. Examples can be mood swings, losing



control of themselves by getting violent or yelling, threatening to hurt you or destroy things, and making you feel afraid of them. This can also be lots of drama or ups and downs in a relationship.

9. **Deflecting Responsibility**: Making excuses for their behavior. Examples can be blaming you, other people or past experiences for their actions, using alcohol or drugs as an excuse, using mental health issues or past experiences (like a cheating ex or divorced parents) as a reason for unhealthy behavior.
10. **Betrayal**: When your partner acts differently with you versus how they act when you're not around. Examples can be lying to you, purposely leaving you out or not telling you things, being two-faced, acting differently around friends, or cheating while in a relationship with you.

## TYPES OF CRIMINAL OFFENSES

Definitions provided by the Federal Bureau of Investigation's (FBI) Uniform Crime Reporting (UCR) Program.

### Criminal Homicide

These offenses are separated into two categories: Murder and Non-negligent Manslaughter, and Manslaughter by Negligence.

#### *Murder and Non-negligent Manslaughter*

Murder and Non-negligent Manslaughter is defined as 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.

#### *Manslaughter by Negligence*

Manslaughter by Negligence is defined as the killing of another person through gross negligence. Deaths of persons due to their own negligence, accidental deaths not resulting from gross negligence, and traffic fatalities are not included in the category Manslaughter by Negligence.

## BYSTANDER INTERVENTION (THE 4DS)

Please remember that your safety is of the utmost importance. When a situation that threatens physical harm to yourself or another student ask someone for help or contact the police.

1. **Direct**: Step in and address the situation directly. This might look like saying, "*That's not cool. Please stop.*" or "*Hey, leave them alone.*" This technique tends to work better when the person that you're trying to stop is someone that knows and trusts you. It does not work well when drugs or alcohol are being used because someone's ability to have a conversation with you about what is going on may be impaired and they are more likely to become defensive.
2. **Distract**: Distract either person in the situation to intervene. This might look like saying, "*Hey, aren't you in my class?*" or "*Who wants to go get pizza?*" This technique is especially useful

when drugs or alcohol are being used because people under the influence are more easily distracted than those that are sober.

3. **Delegate:** Find others who can help you to intervene in the situation. This might look like asking a friend to distract one person in the situation while you distract the other (“splitting” or “defensive split”), asking someone to go sit with them and talk or going and starting a dance party right in the middle of their conversation. If you didn’t know either person in the situation, you could also ask around to see if someone else does and check in with them. See if they can go talk to their friend, text their friend to check-in or intervene.
4. **Delay:** For many reasons, you may not be able to do something right at the moment. For example, if you’re feeling unsafe or if you’re unsure whether or not someone in the situation is feeling unsafe, you may just want to check in with the person. In this case, you can combine a distraction technique by asking the person to use the bathroom with you or go get a drink with you to separate them from the person that they are talking with. Then, this might look like asking them, “*Are you okay?*” or “*How can I help you get out of this situation?*” This could also look like texting the person, either in the situation or after you see them leave and asking, “*Are you okay?*” or “*Do you need help?*”

## MISSING PERSONS

Student lifestyles will often result in a situation where no contact is made with parents or friends, or that classes are skipped for several days. While generally there is no cause for alarm, members of the campus community are urged to use caution. Any time a student is believed to be missing, a CSA should be notified and the appropriate police department should be contacted.

If a student is not located, parental notification by the President of Gratz College will take place within 24 hours of the filing of the initial report. If the student is an off-campus resident, family or appropriate parties are encouraged to file a report with the law enforcement agency that has jurisdiction. Students should understand that a missing person investigation WILL be undertaken upon the filing of such a report even if no confidential contact person is listed with the College. An emergency contact person is NOT the same as a confidential contact person; however, they may be the same person.

## SAFETY TIPS AND GUIDELINES FOR ACTIVE SHOOTER INCIDENTS

### Active Shooter Protocol

The Active Shooter Protocol is similar to the Emergency (All Campus) Evacuation Plan in the sense that it makes sure that everyone evacuates the premises in a safe manner. However, the Active Shooter Protocol follows the protocol of Run, Hide, Fight.

## What is an Active Shooter

An active shooter is an individual aggressively engaged in killing or attempting to kill in a confined and populated area.

The situation occurs rapidly and without warning. The shooter's objective may be a specific target such as an estranged spouse or former boss or may just be all persons present. In either case, anyone within the weapon range is a probable victim.

### PREPARATION

1. Be aware of your surroundings at all times along with any possible dangers.
  - Blocked Exits
  - Broken Locks
  - Unlighted Areas
2. Know the exact address of your location.
3. Have an escape plan, the same as in a fire.
  - Look for at least two exits for any facility you visit or attend work or school.

### DON'T ASSUME IT WILL NEVER HAPPEN TO YOU!

## Indicators of Potential Workplace Violence by Employees, Students, & Others

- Increased drug or alcohol use
- Increased unexplained absenteeism
- Decreased attention to appearance & hygiene
- Depression / Withdrawal
- Resistance/overreaction to policy changes
- Repeated policy violations
- Increased severe mood swings
- Unstable emotional responses
- Explosive unprovoked outbursts
- Suicidal comments; Desire "to put things in order"
- Paranoid type of behavior. "Everyone is against me"
- Increased talk of problems
- Domestic problems escalation into the workplace or classroom
- Severe financial problems
- Talk of past incidents of violence
- Empathy with individuals who commit violent acts
- Increased interest in firearms and other weapons

## Response to an Active Shooter

### RUN!

- Use your escape plan! Get out at the first sign of danger.
  - Evacuate whether others agree to or not

- Leave belongings behind
- Take others with you **if possible, it is YOUR choice**
  - You may need to leave wounded behind
  - You cannot help others if you become a victim yourself
- Try to prevent others from entering the area
- Keep your hands visible for the safety of yourself and Law Enforcement.
- Call 911 when safe to do so.

## HIDE!

If evacuation is not possible, find a place to hide, somewhere the shooter is not likely to find you. If possible determine a place that will not trap you.

- Stay out of the shooter's view.
- Lock and/or blockade the door with heavy furniture if possible.
- Remain quiet. Silence your cell phone ringer and other sources of noise.
- Hide behind large objects if possible (desks, file cabinets, etc.). This helps if the shooter decides to fire into doors or walls.
- Dial 911 if possible.
  - If you cannot talk just leave the line open.

## FIGHT!

Use this method as a last resort and only if your life is in danger.

- Attempt to incapacitate the shooter.
  - An attack by a group is more effective than by a single person.
- Act with physical aggression.
- Improvise weapons (chairs, laptops, paperweights, and sharp objects).
- Throw things.
- Yell and shout, try to disorient the shooter.
- Commit to your actions.

## If You Reach 911 before Law Enforcement Arrives

If you reach a 911 dispatcher before Law Enforcement arrives on the scene, provide the following information, if known:

- The exact address of the incident location (**Critical**)
- Number of shooters, descriptions, their location
- Number and type of weapons seen
- Number and location of potential victims

## When Law Enforcement Arrives

When Law Enforcement arrives, they will probably enter in teams. They may be in standard uniform or SWAT-style attire. They may be armed with rifles and shotguns.

Please remember Law Enforcement won't usually know what the shooter looks like. Be prepared for them to be shouting orders and pushing people to the ground. Keep your hands empty and in plain sight. Follow their orders to the letter. **Save your questions for later.**

Understand that rescue of the wounded **WILL NOT** occur until the scene is secured. Law Enforcement is not there to tend to the wounded.

Once the scene has been secured and victims have been cared for, expect to be taken to a safe location and held there for identification and debriefing. You should expect to have a long wait and be interviewed before being released to go home.

**Remember:**

- Remain calm and follow instructions.
- Keep your hands visible at all times.
- Avoid pointing or yelling.
- Know that help for the injured is on its way.

## Emergency Response Team Responsibilities

The Manager of Business Operations and Facilities or their designee(s) at the assembly point/safe location will perform an accountability check of all employees to determine if anyone is missing and potentially injured. Inform Law Enforcement of any person unaccounted for.

He or she will determine a means for those who are safe to notify their families. In addition, he or she will coordinate with Law Enforcement address notification to families of casualties.

The Dean of the College or their designee(s) will provide for physical and psychological care for all involved (***including themselves!***).

The President of the College or their designee(s) will oversee the overall direction of the College Emergency Response.

## Run, Hide, Fight Video

If you want to review the procedures of Run, Hide and Fight you can watch the Run, Hide, Fight video at <http://www.readyhouston.tx.gov/> courtesy of the City of Houston, Texas.

For more information about active shooters, you can visit <https://www.fbi.gov/file-repository/active-shooter-508.pdf/view> or [https://www.fbi.gov/file-repository/active-shooter-event-quick-reference-guide\\_2015.pdf/view](https://www.fbi.gov/file-repository/active-shooter-event-quick-reference-guide_2015.pdf/view).

## OTHER SAFETY PROTOCOLS

### Lockdown

A lockdown is a process to secure an area from a threat. It can include containing an incident in its area of origin through the movement of people.

If a lockdown is announced all exterior doors are secured. Law Enforcement may be called to assist. Movement of those inside is restricted and visitors are prevented from entering. Allowing an employee with proper photo ID to enter is situational based and will be determined by the Incident Commander.

Actions to be taken during lockdown:

- Cease normal operations.

- Clear all hallways.
- Secure doors.
- Turn out the lights.
- Shelter in place until directed otherwise by those in authority or “All Clear” is announced.
- Make sure to remain silent.

## Lockout

Lockout is used to safeguard students, faculty, and staff within the building. In a lockout situation, all exterior doors will be locked and no visitors or unauthorized personnel will be allowed to enter the building until the lockout has been lifted.

Usually, during a lockout, the educational day continues uninterrupted and with little to no student knowledge of events that are occurring.

## CLERY BIAS CRIME STATISTICS

### Criminal Offenses – On Campus

Criminal offense	Total occurrences On campus		
	2016	2017	2018
a. <u>Murder/Non-negligent manslaughter</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Manslaughter by Negligence</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

### Criminal Offenses – Public Property

Criminal offense	Total occurrences on Public Property		
	2016	2017	2018
a. <u>Murder/Non-negligent manslaughter</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Manslaughter by Negligence</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	0	<input type="text" value="0"/>	<input type="text" value="1"/>
i. <u>Burglary</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>



## Hate Crimes – On Campus

Criminal offense	Occurrences of Hate crimes								
	2018 Total	Category of Bias for crimes reported in 2018							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
l. <u>Simple assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
m. <u>Larceny-theft</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
n. <u>Intimidation</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
o. <u>Destruction/damage/vandalism of property</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Criminal offense	Occurrences of Hate crimes								
	2017 Total	Category of Bias for crimes reported in 2017							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
l. <u>Simple assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
m. <u>Larceny-theft</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
n. <u>Intimidation</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
o. <u>Destruction/damage/vandalism of property</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Criminal offense	Occurrences of Hate crimes								
	2016 Total	Category of Bias for crimes reported in 2016							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
l. <u>Simple assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
m. <u>Larceny-theft</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
n. <u>Intimidation</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
o. <u>Destruction/damage/vandalism of property</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

## Hate Crimes – Public Property

Criminal offense	Occurrences of Hate crimes								
	2018 Total	Category of Bias for crimes reported in 2018							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
a. <u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
l. <u>Simple assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
m. <u>Larceny-theft</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
n. <u>Intimidation</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
o. <u>Destruction/damage/vandalism of property</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Criminal offense	Occurrences of Hate crimes								
	2017 Total	Category of Bias for crimes reported in 2017							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
a. <u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
l. <u>Simple assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
m. <u>Larceny-theft</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
n. <u>Intimidation</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
o. <u>Destruction/damage/vandalism of property</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Criminal offense	Occurrences of Hate crimes								
	2016 Total	Category of Bias for crimes reported in 2016							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. <u>Murder/ Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
d. <u>Fondling</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
e. <u>Incest</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
f. <u>Statutory rape</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
g. <u>Robbery</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
h. <u>Aggravated assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
i. <u>Burglary</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
l. <u>Simple assault</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
m. <u>Larceny-theft</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
n. <u>Intimidation</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
o. <u>Destruction/damage/vandalism of property</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

## VAWA Offenses – On Campus

Crime	Total occurrences On Campus		
	2016	2017	2018
a. <u>Domestic violence</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Dating violence</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Stalking</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

## VAWA Offenses – Public Property

Crime	Total occurrences on Public Property		
	2016	2017	2018
a. <u>Domestic violence</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Dating violence</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Stalking</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

## Arrests – On Campus

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of Arrests		
	2016	2017	2018
a. <u>Weapons: carrying, possessing, etc.</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

## Arrests – Public Property

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of Arrests		
	2016	2017	2018
a. <u>Weapons: carrying, possessing, etc.</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

## Disciplinary Actions – On Campus

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of persons referred for Disciplinary Action		
	2016	2017	2018
a. <u>Weapons: carrying, possessing, etc.</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

## Disciplinary Actions – Public Property

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of persons referred for Disciplinary Action		
	2016	2017	2018
a. <u>Weapons: carrying, possessing, etc.</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

Unfounded Crimes

	Number		
	2016	2017	2018
a. <u>Total unfounded crimes</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>