

CAMPUS SECURITY





OVERVIEW

This report's compilation and distribution are 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 provide statistics concerning the occurrence of several criminal offenses.



MESSAGE FROM CAMPUS SECURITY DIRECTOR

On behalf of the Department of Campus Security members, I want to welcome you to Gratz College. Gratz College's Department of Campus Security is dedicated to providing a safe and secure campus environment for its students, faculty, staff, and visitors. All Department members are committed to the highest standards of professionalism in maintaining a safe and secure environment.

We encourage all Gratz College community members to take an active role in assisting the Department of Campus Security by embracing and practicing security. Together, we can provide a safer environment to excel academically and professionally while improving the quality of life at Gratz College.

To learn more about the Department of Campus Security, please visit our website at <https://www.gratz.edu/campus-security>. You are also welcome to email us at campusecurity@gratz.edu or call 215-635-7310.

Suzette Martinez-Quiles
Director of Campus Security

INTRODUCTION

Gratz College provides a pluralistic education and engages students in the active study for professional growth and personal enrichment. Gratz offers graduate and undergraduate degree and certificate programs and learning opportunities for adults and teens. Gratz College seeks to maintain and expand its institutional and academic relationships in Philadelphia, North America, and worldwide through productive partnerships. Many of Gratz's programs reflect the College's historical focus on Jewish studies and education. With a broad commitment to diverse constituencies' intellectual and professional growth, Gratz College creates access for students everywhere to become leaders in their professions and communities.

As a recipient of federal Title IV student financial, Gratz College must 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 requirement 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 under 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.

ANNUAL SECURITY REPORT (ASR)

Annual Security Report with statement of campus security policy and crime statistics provided to current and prospective students and employees under the Clery Act by October 1st 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 program are subject to it.

THE CLERY ACT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, also known as the Clery Act, is a federal law that requires all colleges and universities to disclose certain timely and annual information about campus crime and security policies.

Jeanne Clery was 19 years old when she was raped and murdered in her college dormitory. Her parents, Connie and Howard Clery, could not have known the danger she was in; standards for campus crime reporting did not exist in 1986. So the Clerys put into motion transformative change on two important fronts.

On Capitol Hill, they lobbied for revolutionary policy changes that would eventually take form as the Jeanne Clery Act. Educators, families, and legislators could have an open dialogue about campus safety for the first time in our country's history.

Connie and Howard also worked with allies and advocates to form a 501(c)(3) nonprofit organization that would seek to prevent the kind of violence that had taken Jeanne from them. Today that organization, Clery Center, remains dedicated to guiding higher education institutions to implement effective campus safety measures.

[\(https://clerycenter.org/about-page/\)](https://clerycenter.org/about-page/)

Under the Clery Act, Gratz College provides students and employees with information on its security policies and procedures and specific statistics for certain criminal incidents, arrests, and disciplinary referrals. It makes the information and statistics available to prospective students and employees request.

CAMPUS SECURITY AUTHORITIES

The Campus Rights-to-Know Act mandates that institutions disclose statistics 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, some individuals are designated as campus security authorities (CSA) under the Campus Right-to-Know Act. The named campus security authority is somewhat misleading as it is applied to a group of people who are not necessarily engaged in security-related work by function. 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 carry firearms. The local police are utilized when an arrest is appropriate. The College also uses outside police agencies for additional security during special events. Campus community members are encouraged to immediately report all crimes, emergencies, accidents, and suspicious individuals to a campus security authority.

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.*

EXAMPLES OF WHO IS A CSA

- Professional staff in a dean of students office
- Faculty or staff advisors to student organizations
- Contract security officers
- Event security staff
- Administrators at branch/satellite/separate campuses
- A faculty member who does not have any responsibility for student and campus activity beyond the classroom
- Clerical or cafeteria staff
- Facilities or maintenance staff



THE 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.

ANNUAL SECURITY REPORT

Preparation of the ASR

The Director of Campus Security prepares the Annual Security Report (ASR) of crime statistics in compliance with the Clery Act. Colleges and universities are required to publish the Annual Security Report by October 1.

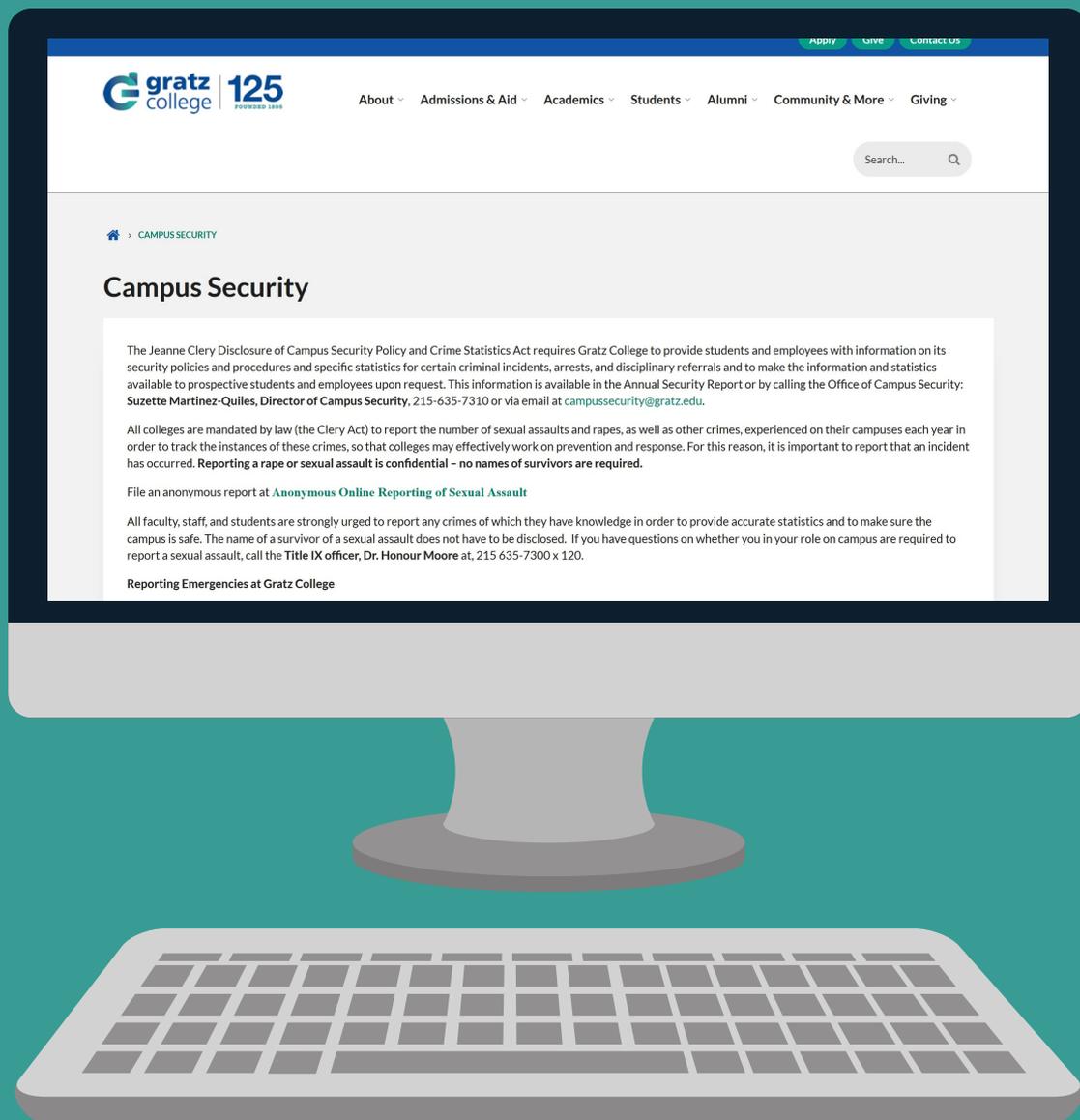
The ASR includes data gathered from college personnel and local law enforcement agencies. Under the Clery Act, Gratz College must report specific crime data every year, for the most current three year period, and certain security policy statements, including sexual assault policies, which assure basic victims' rights and explain where students should go to report crimes.

Each year, an email notification is made to all enrolled students, faculty, and staff that provides the latest Annual Security Report location. Copies of the annual report are also available for prospective students and employees on the Gratz College website at www.gratz.edu/campus-security.

Gratz College uses the Internet as the ASR distribution as long as the required recipients are notified and provided the exact Internet address where the report can be accessed. Printed copies are available upon request. A copy of the statistics is also provided to the U.S. Department of Education and can be accessed at <https://ope.ed.gov/campussafety/>.

Please note, the Federal Clery Act may define a particular crime differently than that crime is defined under the Pennsylvania State Penal Code. For the purposes of this report, Gratz College uses the Clery Act definitions of crimes. Please see herein for the Clery Act definitions.

Clery Act Requirements – The Basics	
<ul style="list-style-type: none"> Collect, classify, and count crime reports and statistics 	
<ul style="list-style-type: none"> Issue campus alerts and warning notices 	<ul style="list-style-type: none"> Publish an Annual Security Report (Due date: October 1)
<ul style="list-style-type: none"> Disclose missing student notification procedures, when applicable 	<ul style="list-style-type: none"> Submit crime and fire statistics to the Department, when applicable
<ul style="list-style-type: none"> Disclose procedures for institutional disciplinary actions 	<ul style="list-style-type: none"> Provide educational programs and campaigns
<ul style="list-style-type: none"> Keep a daily crime log, when applicable 	<ul style="list-style-type: none"> Disclose fire safety information, when applicable



PLACES YOU FIND ONLINE COPIES OF THE ASR

- **Gratz College Website:**
<https://www.gratz.edu/campus-security>
- **Gratz College Intranet: (Faculty & Staff Only)**
<http://intranet.gratz.edu/campus-security>

VOLUNTARY, CONFIDENTIAL REPORTING

Gratz College has a reputation for maintaining safe campuses where staff, students, and faculty can work and study without fear of 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 community members from possibly becoming victims as well.

We encourage the Gratz College community members to report crimes and support crime prevention efforts promptly. Gratz College 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 others' safety. 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.

In the event of an emergency, prompt notification to Cheltenham. Police by dialing 911 and one of the designated Campus Security Authority (CSA).

All colleges are mandated by law (the Clery Act) to report the number of sexual assaults and rapes, and other crimes experienced on their campuses each year to track the instances of these crimes so that colleges may effectively work on prevention and response. For this reason, it is important to report that an incident has occurred. Reporting a rape or sexual assault is confidential – no names of survivors are required.

File an anonymous report at [**Anonymous Online Reporting of Sexual Assault**](#)

All faculty, staff, and students are strongly urged to report any crimes they know to provide accurate statistics and ensure the campus is safe. The name of a survivor of a sexual assault does not have to be disclosed. If you have questions on whether you in your role on campus are required to report a sexual assault, call the **Title IX officer, Dr. Honour Moore** at, 215 635-7300 x120.

VOLUNTARY, CONFIDENTIAL REPORTING

Students, staff, faculty, and visitors are encouraged to report sexual harassment, including sexual assault, sexual violence, or other sexual misconduct in all forms, but not limited to, domestic violence, sexual assault, sexual harassment, and stalking, and will take appropriate action against any individual found responsible for such actions.

When requested, Gratz College will make every attempt to protect the victim's privacy. In some situations, including those in which disciplinary action is a possible outcome, due process may require disclosure of information to persons accused. Gratz College will make every reasonable effort to abide by the victim's wishes to remain anonymous. However, the college will balance requests for anonymity/confidentiality with the safety of other members of the campus community.

A College investigation with respect to Title IX is separate from a criminal investigation into complaints alleging harassment or sexual misconduct that constitutes a criminal offense such as assault, battery, rape, or another form of sexual violence. A victim can file a report at any time, including during the duration of a Title IX investigation under this regulation. The Title IX Coordinator will coordinate with a criminal investigation as permitted by law.

Option for Confidential Disclosing of Sexual Violence

Gratz College wants victims/survivors to get the information and support that they need regardless of whether they would like to move forward with a report of sexual violence. As such, reporting individuals are advised of their right to confidently disclose an incident to the College officials designated as confidential resources.

Campus Security Authority (CSA) are designated as confidential resources that can assist in obtaining services and accommodations for reporting individuals, regardless of whether a formal report is made or not. These employees will maintain as confidential the accommodations or protective measures provided to the extent possible. Individuals who are confidential resources will not report crimes to law enforcement or college officials without permission, except for extreme circumstances, such as health and/or safety emergency. Federal law does require that the advocate report only the nature, date, time, and general location of an incident to the Title IX Coordinator but will consult with the reporting individual to ensure that no personally identifying details are shared without their consent.

VOLUNTARY, CONFIDENTIAL REPORTING

Support Networks and Contacts

If you or someone you know is a victim of sexual violence, you are not alone. Resources are available to assist you in your assistance and your rights as a victim.

- Cheltenham Police Department: 215-885-1600 or 911
- Philadelphia Police Department Special Victims Unit: 215-685-3251 or 911
- Philadelphia Domestic Violence Hotline: 1-866-723-3014
- Women Organized Against Rape (WOAR) 215-985-3333

Sexual Offender Registry

To ensure that the information (about registered sex offenders) is readily accessible to the campus community, the Campus Sex Crimes Prevention Act requires colleges to provide the campus community with clear instructions as to where this information can be found.

In compliance with the Campus Sex Crimes Prevention Act, local law enforcement agencies, 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 higher education institutions where the offender is a student, is employed, or carries on a vocation.

- Pennsylvania Megan's Law Website: www.pameganslaw.state.pa.us
- Cheltenham Police Department: 215-885-1600 or 911
- Philadelphia Police Department Special Victims Unit: 215-685-3251 or 911

Hate and Bias

Gratz College strives to protect all Gratz community members by prosecuting bias or hate crimes that occur within the campus jurisdiction.

Hate Crimes, also called bias crimes or bias-related-crimes, are criminal activity motivated by the perpetrator's bias or attitude against an individual victim or group based on perceived or actual personal characteristics, such as national origin, color, race, age, religion or creed, ethnicity, gender, sexual orientation, veteran status, marital status or disability. Hate/bias crimes are against the law and Gratz College policy.

HATE BIASES

Race/Ethnicity/Ancestry

Anti-American Indian or Alaska Native
Anti-Arab
Anti-Asian
Anti-Black or African American
Anti-Hispanic or Latino
Anti-Multiple Races, Group
Anti-Native Hawaiian or Other Pacific Islander
Anti-Other Race/Ethnicity/Ancestry
Anti-White

Religion

Anti-Buddhist
Anti-Catholic
Anti-Eastern Orthodox (Russian, Greek, Other)
Anti-Hindu
Anti-Islamic
Anti-Jehovah's Witness
Anti-Jewish
Anti-Mormon
Anti-Multiple Religions, Group
Anti-Other Christian
Anti-Other Religion
Anti-Protestant
Anti-Sikh
Anti-Atheism/Agnosticism, etc.

Sexual Orientation

Anti-Bisexual
Anti-Gay (Male)
Anti-Heterosexual
Anti-Lesbian
Anti-Lesbian, Gay, Bisexual, or Transgender (Mixed Group)

Disability

Anti-Mental Disability
Anti-Physical Disability

Gender

Anti-Male
Anti-Female

Gender Identity

Anti-Transgender
Anti-Gender Non-Conforming

VOLUNTARY, CONFIDENTIAL REPORTING

Policy for On-Campus Crimes

If you are a victim of or a witness to a crime or incident on-campus, report it to any or all of the following:

- Campus Security: 215-635-7310 or via email at campussecurity@gratz.edu
- Dean of College/Title IX Officer, Dr. Honour Moore: 215-635-7300 x120 or via email at hmoore@gratz.edu
- Cheltenham Police Department: 215-885-1600 or 911

Policy on Off-Campus Crimes

When a Gratz College student is involved in an off-campus offense, the Office of Campus Security may assist with the investigation in cooperation with local, state, or federal law enforcement.

To report off-campus crimes, call 911 or the local agencies where the crime was committed.

RESOURCES

Sexual Violence

If you or someone you know is a victim of sexual violence, you not alone. Resources are available to assist you in your assistance and your rights as a victim.

- Cheltenham Police Department: 215-885-1600 or 911
- Victim Services Center at Montgomery County: 1-888-521-0983 (24/7 hotline)
- Philadelphia Police Department Special Victims Unit: 215-685-3251 or 911
- Philadelphia Domestic Violence Hotline: 1-866-723-3014
- Women Organized Against Rape (WOAR) 215-985-3333

Domestic Violence

If you are a victim of or a witness to a Domestic Violence that occurred off-campus.

- Laurel House: 1-800-642-3150 or 610-277-1860
- Women's Center: 1-800-773-2424
- Legal Aid: 855-980-6924
- Women's Center of Montgomery County:
 - Elkins Park 215-635-7344
 - Norristown 610-279-1548
 - Pottstown 610-970-7363
 - Bryn Mawr 610-525-1427
 - Colmar 215-996-0721
- National Domestic Violence Hotline: 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY)

Hate Crime

If you or someone you know is a victim of or a witness to a Hate Crime that occurred off-campus:

1. Report the crime to your local police.
2. Quickly follow up this report with a tip to the Federal Bureau of Investigation (FBI)

- Cheltenham Police Department: 215-885-1600 or 911
- Federal Bureau of Investigation (FBI): 215-418-4000

We Are Here to
Help!



If you are a victim of or a witness to an incident that occurred
on-campus,
report it to any or all of the following:

Campus Security

215-635-7310 or via email at campussecurity@gratz.edu

Dean of College/Title IX Officer, Dr. Honour Moore

215-635-7300 x120 or via email at hmoore@gratz.edu

Cheltenham Police Department

215-885-1600 or 911

TIMELY WARNINGS

The purpose of a timely warning is to notify the Gratz community of the incident and to provide information that may enable community members to protect themselves from similar incidents better. Timely warnings cover those crime categories required in the Annual Report.

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 5 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:

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 Gratz community.

The warning should be issued as soon as the pertinent information is available. A timely warning intends to alert the Gratz community to continuing threats, especially concerning safety, thereby enabling community members to protect themselves.

Warnings are distributed through Gratz College's emergency alert system. A combination of dissemination methods may also be used. Timely warnings may not be issued in a manner or posted in a location that requires the campus community to request them or search for them.

If a situation arises, either on or off-campus, that, in the judgment of a designated security team member, constitutes an ongoing or continuing threat, a campus-wide "timely warning" will be issued. The warning will be issued through the "Emergency Alert System." Anyone with information warranting a timely warning should report the circumstances to a designated Security Personnel by phone at 215-635-7310 or in person.

TIMELY WARNINGS



CRITERIA TO ISSUE A TIMELY WARNING

- Arson
- Aggravated Assault
- Criminal Homicide
- Robbery
- Burglary
- Rape
- Fondling
- Incest
- Statutory Rape
- Hate Crimes

EMERGENCY 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 Everbridge. Everbridge 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 before the notification system test.

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

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

WHERE DO I SIGN UP?

<https://gratzcollege.formstack.com/forms/emergencyalertform>

BUILDING SECURITY AND ACCESS POLICY

Building Access

Gratz College's business hours Mondays through Thursdays 9:00 am to 5:30 pm, and Fridays 9:00 am to 3:00 pm. Days and times may vary due to holidays, on-campus events, on-campus classes, and other unforeseen circumstances.

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 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 manually pushing a button. Once activated, the system provides both an audible and visual warning on the premises. Both a security company and the Cheltenham Police Department are notified that the system has been activated.
3. **Fire Alarm System:** This system detects smoke 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.

BUILDING SECURITY AND ACCESS POLICY

Procedures for Building Access

The employees who have the authorization to open and lock the building will follow the following procedures.

The Opening of the Building

- The employee will disarm the building; doors will remain closed until the Front Desk employee arrives.
- The employee will walk the premises of the building to assure that the building is safe to open.
- Once the building has been confirmed safe, the employee will wait at the Front Desk for the Front Desk employee to allow them to enter the building.
- Once the Front Desk employee arrives, the front door will be unlocked. No one will be admitted into the building unless there is a Front Desk employee present.

During Business Hours

- Any person without an access ID Badge will only be given access to the building once they have confirmed the following through the intercom:
 - Reason for visit
 - Identification
- During large events and/or workshops, the intercom policy may change.
- **Visitors, Contractors, and invitees:** Once in the building, the person(s) must sign in at the front desk, show identification, and collect a visitor's pass that must be worn visibly during the time of their visit.
- No visitor will be allowed access to the rest of the building unless their designated person is aware of their presence in the building.
- Once the visitor's visit is complete, they must sign out and return the visitor's pass.

Closing of the Building

- At the time of closing, Maintenance personnel will walk the building's premises, confirming that no one is remaining in the building and that the necessary doors are locked and secure.
- Once the building has been secured, the Alarm will be activated, and both the Front Desk Employee and Maintenance will leave the premises.

BUILDING SECURITY AND ACCESS POLICY

Off-Campus Student Organizations

Gratz College does not recognize any off-campus student organizations. Off-campus activities involving students will be supervised by appropriate staff to 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. Still, Gratz College personnel do not have the authority to respond to off-campus incidents.

Building Maintenance

In conjunction with the Jewish Federation of Greater Philadelphia, the Gratz College Maintenance Department 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 can possess weapons on campus. If security personnel are hired for a particular event or respond to a particular issue, only trained and licensed professionals are authorized to possess weapons.



ADDICTION

Addiction is a treatable, chronic medical disease involving complex interactions among brain circuits, genetics, the environment, and an individual's life experiences. People with addiction use substances or engage in behaviors that become compulsive and often continue despite harmful consequences. Prevention efforts and treatment approaches for addiction are generally as successful as those for other chronic diseases.

*American Society of Addiction Medicine (ASAM)
Definition of Addiction*

CAMPUS DRUG POLICY

Drug-Free Campus 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.) 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 our institution's academic goals.

To assist the campus community, Gratz College hopes 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;
- Provide a reasonable level of care for alcohol abusers and users of illegal drugs and those affected by it.

CAMPUS ALCOHOL POLICY

Alcohol Beverage Campus Policy

The consumption of alcoholic beverages on campus or in any building owned, managed, or operated by Gratz College is prohibited. The exception is when Gratz College sanctions an activity and allows alcoholic beverages to be served.

Purchase and Consumption of Alcohol

In compliance with Pennsylvania state law, alcohol must be served in a controlled manner and not be freely accessible. No one under the age of 21 or visibly intoxicated may be served. Alcohol must not leave the University event venue.

Mixed drinks/cocktails are not permitted to be served by student organizations.

Alcohol at Events

The Events Coordinator's Office must approve Gratz College sanctioned events being held on campus. If alcohol is served, beverages will be limited to beer and/or wine, and the event must meet the following requirements:

- Student groups wishing to serve alcohol must request at least three weeks in advance of the event. Requests are submitted to the Events Coordinator's Office after confirmed approval from the Dean of College.
- Alternative, non-alcoholic beverages and food must be served during the entire period that alcoholic beverages are available.
- The amount of alcohol is regulated through the Event Coordinator's Office. Alcohol may not be purchased, distributed, or sold on campus by students at a Gratz College sanctioned event.
- A bartender(s) is required for all approved events. The event's size determines the number of bartenders; the rationale is one bartender for each count up to 125 guests. The bartender fee (as determined by the caterer in advance of the event) is the event organizer's responsibility (s). It is the organizer's responsibility to collaborate with the Event Coordinator in advance of the event.
- Kegs, vats, and other large-scale containers of alcoholic beverages are not permitted.
- Students' events must have a designated responsible contact. A responsible contact can be a faculty or staff member prepared to assume the responsibility for a controlled and successful event.



Resources for Chemical Dependencies and Abuse

The following resources are available for assisting those with possible problems of chemical dependencies and abuse:

- Find Treatment at Substance Abuse and Mental Health Services Administration (SAMHSA) at samhsa.gov or call 1-800-662-HELP (4357)
- National Drug Helpline at 1-844-289-0879. The hotline is private and confidential help from trusted professionals day and night.
- Narcotics Anonymous at 1-844-624-3575 (1-844-NAHELPLINE) or www.na.org.
- American Addiction Centers at 1-888-744-0069 or www.drugabuse.com. The helpline is available 24/7 and is offered at no cost and with no obligation to enter into treatment.

The SAMHSA Drug-Free Workplace Helpline provides confidential, practical, impartial, and up-to-date information, advice, and support free of charge to employees and their families. Topics cover a wide range of issues related to federal and non-federal Drug-Free Workplace Programs and drug testing. Contact the helpline at 1-800-WORKPLACE (967-5752) or email at dwp@samhsa.hhs.gov.

Resources for Alcohol Abuse

The following resources are available for assisting those with possible problems of alcohol abuse.

- Codependency Anonymous (CODA) at 1-888-444-2359 or www.coda.org. CODA provides information on local meetings. This organization promotes the development of healthy relationships and a 12-Step orientation.
- Alcoholics Anonymous (AA) at 215-623-7900 or 856-486-4444 (South Jersey) or www.aa.org. AA provides lists of local meetings, meeting times, types of meetings (open vs. closed, etc.). The meetings follow the 12-Step model of recovery.
- Adult Children of Alcoholics (ACOA) at 215-333-0444 or www.adultchildren.org. ACOA provides a 12-Step program/support groups for people who grew up in alcoholic or otherwise dysfunctional homes.
- Find Treatment at Substance Abuse and Mental Health Services Administration (SAMHSA) at samhsa.gov or call 1-800-662-HELP (4357).
- American Addiction Centers at 1-888-744-0069 or www.drugabuse.com.
- College Drinking (Changing the Culture): www.collegedrinkingprevention.gov/parentsandstudents
- College Binge Drinking: collegebingedrinking.net
- Rethinking Drinking: www.rethinkingdrinking.niaaa.nih.gov

CLERY GEOGRAPHY

Clery Geography is the geographic area for which an institution is responsible for disclosing crime statistics. The following definitions describe the areas that cumulatively account for an institution's Clery Geography.

On Campus

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls. Also, any building or property within or reasonably contiguous to the area identified in the first part of this definition owned by the institution but controlled by another person is frequently used by students and supports institutional purposes (such as food or another retail vendor).

On Campus in Residential Halls

Dormitories or other residential facilities for students on campus" are a subset of the on-campus category. Institutions must disclose the total number of on-campus crimes, including dorms or other residential facilities for students on-campus. They must also make a separate disclosure limited to the number of crimes occurring in student dorms or residential facilities on campus. As a subset, the number of crimes reported for dormitories or other residential facilities must be less than or equal to the number of reported crimes for the on-campus category.

Gratz College does not have dormitories or residential facilities for students on campus.

Non-Campus Property

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or concerning, the institution's educational purposes is frequently used by students and is not within the same reasonably contiguous geographic area of the institution.

Public Property

All public property, including thoroughfares, streets, sidewalks, and parking facilities within the campus or immediately adjacent to and accessible from the campus.

CLERY ACT CRIMES

Definitions and crimes reportable under the Clery Act.

Murder / Non-Negligent Manslaughter

The willful (non-negligent) killing of one human being by another. Also included are any deaths caused by injuries received in a fight, argument, quarrel or the commission of a crime.

Manslaughter by Negligence

The killing of another person through gross negligence. Gross negligence is defined as something that a reasonable and prudent person would not do.

Forcible Sex Offenses

- **Forcible Rape**- The carnal knowledge of a person, forcibly and/or against that persons will; or forcibly or against the persons will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity
- **Forcible Sodomy**- Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual Assault With an Object**- The use of an object or instrument to unlawfully penetrate, however slight, the genital or anal opening of the body of another person, forcibly and/or against the person's will; or not forcibly or against the persons will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Forcible Fondling**- The touching of the private parts of another person for the purpose of sexual gratification, forcibly and/or against that persons will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Non-forcible Sex Offenses

- **Incest** - Non-forcible sexual intercourse between two persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** - Non-forcible sexual

CLERY ACT CRIMES

Domestic Violence

Abuse between family or household members.

- The law defines family and household members as spouses or former spouses, adults related by blood, persons cohabitating or who had cohabitated, persons in the past or present sexually intimate relationship, or unmarried parents of a child.
- Abuse is the occurrence of one or more of the following acts:
 1. Attempting to cause or causing (with or without a deadly weapon)
 - a. Bodily injury
 - b. Rape
 - c. Involuntary deviate sexual intercourse (oral sex, anal sex, vaginal or anal penetration with a foreign object performed under force or the threat of force, or while unconscious.
 - d. Sexual assault
Aggravated indecent assault (vaginal or anal penetration with a finger for arousal purposes without consent, under force or threat of force, or while the person is unconscious.
 - e. Incest
 2. Placing another in reasonable fear or immediate serious bodily injury.
 3. False imprisonment.
 4. Physical or sexual abuse of a child.
 5. Engaging in a course of conduct or repeatedly committing acts towards another person, including following the person, under circumstances that place the person in reasonable fear of bodily injury.

Stalking

A person commits the crime of stalking when the person either:

- Engages in a course of conduct or repeatedly commits acts towards another person, including following the person without proper authority, under circumstances that demonstrate either intent to place such other persons in reasonable fear of bodily injury or cause substantial emotional distress persons.
- Engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrates or communicates either intent to place such persons in reasonable fear of bodily injury or to cause substantial emotional distress to such other persons.

CLERY ACT CRIMES

Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship.

For the purposes of the definitions:

- Dating violence includes, but not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include act covered under definition of domestic violence.
- For the purposes of complying with the requirements of this section, any incident meeting of this definition is considered a crime for the purpose of the Clery Act reporting.

Robbery

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

Burglary

The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit larceny, housebreaking, safe cracking and all attempts to commit any of the aforementioned.

Motor Vehicle Theft

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

CLERY ACT CRIMES

Aggravated Assault

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

Arrest

Persons processed by arrest, citation, or summons.

Arson

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

Note that only fires determined through investigation to have been willfully or maliciously set are classified as arsons. Arson is therefore the only Clery Act offense that must be investigated before it can be disclosed. If other Clery Act offenses were committed during the arson incident, the most serious is counted in addition to the arson.

Category of Fire

For HEA purposes, there are three categories of fire:

- **Unintentional Fire:** A fire that does not involve an intentional human act to ignite or spread a fire into an area where the fire should not be.
- **Intentional Fire:** A fire ignited or resulted from deliberate action in circumstances where the person knows there should not be a fire.
- **Undetermined Fire:** A fire in which the cause cannot be determined.

Cause of Fire

The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure or act of nature.

CLERY ACT CRIMES

Weapon Law Violations

The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as:

- Manufacture, sale or possession of deadly weapons.
- Carrying deadly weapons, concealed or openly.
- Aliens possessing deadly weapons.
- Furnishing deadly weapons to minors.
- All attempts to commit any of the aforementioned.

Drug Abuse Violations

Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include, but not limited to:

- Opium or cocaine and their derivatives (morphine, heroin, codeine.)
- Marijuana
- Synthetic narcotics (Demerol, methadone.)
- Dangerous non-narcotic drugs (barbiturates, Benzedrine.)

Liquor Law Violations

The violations of laws or ordinances prohibiting:

- The manufacture, sale, transportation, furnishing and possessing intoxicating liquor.
- Maintaining unlawful drinking places.
- Bootlegging or operating a still.
- Furnishing liquor to a minor or intemperate person.
- Using a vehicle for illegal transportation of liquor.
- Drinking on train or public conveyance.
- All attempts to commit any of the aforementioned.

CLERY ACT CRIMES

Hate Crimes

A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

The law requires the release of statistics, by category, of prejudice concerning the occurrence of hate crimes in the crime classification listed in all the aforementioned categories, as well as larceny-theft, simple assault, intimidation, destruction, damage or vandalism of property, or crime involving bodily injury to any person in which the victim is selected because of the actual or perceived race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability of the victim.

The definitions of additional hate crimes categories are as follows:

- **Larceny Theft**- The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another.
- **Intimidation (threats)**- Intimidation, which includes stalking, unlawfully places another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction, damage, or vandalism of property**- To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the owner's consent or the person having custody or control of it.
- **Simple Assault**- An unlawful physical attack by one person upon another where neither the offender nor the victim displays a weapon. The victim suffers obvious severe or serious bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

ON-CAMPUS CRIMINAL OFFENSES

Criminal offense

Total occurrences On campus

	2018	2019	2020
a. <u>Murder/Non-negligent manslaughter</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Manslaughter by Negligence</u>	<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"/>
d. <u>Fondling</u>	<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"/>
f. <u>Statutory rape</u>	<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"/>
h. <u>Aggravated assault</u>	<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"/>
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"/>
k. <u>Arson</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

PUBLIC PROPERTY CRIMINAL OFFENSES

Criminal offense

Total occurrences on Public Property

Criminal offense	Total occurrences on Public Property		
	2018	2019	2020
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	0	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0
h. <u>Aggravated assault</u>	1	0	0
i. <u>Burglary</u>	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0
k. <u>Arson</u>	0	0	0

ON-CAMPUS VAWA OFFENSES

Crime	Total occurrences On Campus		
	2018	2019	2020
a. <u>Domestic violence</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Dating violence</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Stalking</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

PUBLIC PROPERTY VAWA OFFENSES

Crime	Total occurrences on Public Property		
	2018	2019	2020
a. <u>Domestic violence</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Dating violence</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Stalking</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

ON-CAMPUS ARRESTS

Crime	Number of Arrests		
	2018	2019	2020
a. <u>Weapons: carrying, possessing, etc.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

PUBLIC PROPERTY ARRESTS

Crime	Number of Arrests		
	2018	2019	2020
a. <u>Weapons: carrying, possessing, etc.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

ON-CAMPUS DISCIPLINARY ACTIONS

Crime	Number of persons referred for Disciplinary Action		
	2018	2019	2020
a. <u>Weapons: carrying, possessing, etc.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

PUBLIC PROPERTY DISCIPLINARY ACTIONS

Crime	Number of persons referred for Disciplinary Action		
	2018	2019	2020
a. <u>Weapons: carrying, possessing, etc.</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

UNFOUNDED CRIMES

	Number		
	2018	2019	2020
a. <u>Total unfounded crimes</u>	0	0	0

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