Rosemont College
2013 Annual Security and Fire Safety Report

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

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

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

Campus SaVE was signed into law this year as part of the reauthorization of the Violence Against Woman Act. It covers students and staff of Rosemont College and amends the Jeanne Clery Act to include three (3) new crime categories; Domestic Violence, Dating Violence and Stalking. Specific guidelines have not released by the Department of Education. Rosemont College is making a good faith effort to comply.

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 In 2004, this act was repealed and replaced with the Uniform Crime Reporting Act (Act 180 of 2004).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

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

ANNUAL SECURITY AND FIRE SAFETY REPORT

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

ACCURATE AND PROMPT REPORTING OF CRIMES

All victims, witnesses and third parties should promptly report criminal incidents, fires, emergencies or any type of suspicious activity on campus or in the immediate area of the College to the Department of Public Safety by dialing 2555 from any campus phone or 610-527-1038 from any other phone. Public Safety Officers are available 24 hours a day, seven days a week.
A Public Safety Officer is immediately dispatched to the location where he or she will evaluate the situation and contact the necessary authorities. Public Safety Officers will assist crime victims by contacting the police, if requested, providing transportation and other reasonable services to ensure accurate and prompt reporting of crimes. All victims of crime are offered the opportunity to file a report with the police department.

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

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

**CAMPUS SECURITY AUTHORITY (CSA)**

The Clery Act mandates that institutions must disclose statistics both for crimes reported to local police agencies and crimes reported to campus security authorities. The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many individuals and students in particular, are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus affiliated individuals. Reports filed in this manner are counted and disclosed in our annual crime statistics.

**Campus Security Authorities at Rosemont College**

<table>
<thead>
<tr>
<th>Position</th>
<th>Phone Number</th>
<th>Location</th>
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<tbody>
<tr>
<td>All Public Safety Department personnel</td>
<td>x2555/610-527-1038</td>
<td>Cardinal Hall</td>
</tr>
<tr>
<td>Dean of Students</td>
<td>x2400</td>
<td>Good Counsel Hall</td>
</tr>
<tr>
<td>Assistant Dean of Students/Director of Residence Life</td>
<td>x2401</td>
<td>Good Counsel Hall</td>
</tr>
<tr>
<td>Assistant Director of Residence Life</td>
<td>x2462</td>
<td>Good Counsel Hall</td>
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<tr>
<td>Residence Life Community Assistant</td>
<td>x2435</td>
<td>Good Counsel Hall</td>
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<tr>
<td>Resident Directors</td>
<td>x2438</td>
<td>Good Counsel Hall</td>
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<td>Resident Assistants</td>
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<tr>
<td>Director, Director of Leadership &amp; Engagement</td>
<td>x2425</td>
<td>Alumnae Hall</td>
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<tr>
<td>Director of Wellness Center</td>
<td>x2420</td>
<td>St. Joseph Hall</td>
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<tr>
<td>Director of Athletics</td>
<td>x4265</td>
<td>Alumnae Hall</td>
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<tr>
<td>Assistant Director of Athletics</td>
<td>x2362</td>
<td>Alumnae Hall</td>
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<td>All Athletic Coaches</td>
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<tr>
<td>Dean, Undergraduate College</td>
<td>x2381</td>
<td>Good Counsel Hall</td>
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<tr>
<td>Dean, Schools of Graduate and Professional Studies</td>
<td>x2300</td>
<td>Good Counsel Hall</td>
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<tr>
<td>Director, Graduate Student Services</td>
<td>x2187</td>
<td>Good Counsel Hall</td>
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<tr>
<td>Director, Student Academic Support</td>
<td>x2359</td>
<td>McShain Building</td>
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<td>Advisors to student organizations</td>
<td></td>
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<tr>
<td>Assistant Vice President for Human Resources/Title IX Coordinator</td>
<td>x2242</td>
<td>Main Building</td>
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</table>
As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus “Pastoral Counselors” and Campus “Professional Counselors”, when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. The rulemaking committee defines counselors as:

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

**Professional Counselor**
An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within

**CONFIDENTIAL CRIME REPORTING**

Although we strongly encourage victims, witnesses and third parties to report all crimes directly to the Department of Public Safety, in some instances members of the campus community may not wish to do so. In such cases, you may still want to consider making a confidential report. With your permission, a designated campus security authority can file a report on the details of the incident without revealing your identity to the fullest extent possible. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to keep an accurate record of the number of incidents involving our community members, determine if there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in our annual crime statistics.

The College will guide the victim through the available options and support the victim in their decision. Various counseling options are available at the College, and outside resources are available as well.

**ON-LINE CRIME REPORT**

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


**TIMELY WARNINGS**

Rosemont College, in a manner that is timely and will aid in the prevention of similar crimes, will issue safety alerts. The Director of Public Safety or a designee, in conjunction with VP for Finance/Administration or Managing Director for Public Relations, will develop Safety Alerts for the college community to notify members of the community about crimes against people that occur on campus, on public property within or immediately adjacent to the campus and in or on non-campus buildings or property that the institution owns or controls where it is determined that the incident may pose an ongoing threat to members of the college community.
Safety Alerts are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: arson, burglary, criminal homicide (Murder, Non negligent manslaughter and negligent manslaughter) and robbery. Cases of aggravated assault and sex offenses (Rape, Sodomy, Sexual assault with an object, Fondling, Incest, Statutory rape) are considered on a case-by-case basis, depending on the facts of the case and the information known by the Department of Public Safety. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other college community members, therefore; a Safety Alert would not be distributed. Sexual Assaults are considered on a case by case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the Public Safety Department. Safety Alerts may be sent for other crimes/incidents as determined necessary by the Director of Public Safety or designee in his or her absence.

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

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

Once the Director of Public Safety determines that a safety alert will be issued, the Public Safety Director, VP Finance and Administration and/or College Relations Department disseminate the Safety Alert in one or a combination of the following: blast e-mail to all students and employees; Rosemont web site and/or intranet; posting in the residence halls, administrative buildings and commuter lounge, if deemed necessary. Safety alerts in affected buildings are posted in the lobby/entrance area for 5 days.

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

Campus officials with counseling responsibilities that are providing confidential assistance to a crime victim, such as pastoral counselors and professional counselors are not subjected to the timely warnings requirement.

**EMERGENCY NOTIFICATION AND EVACUATION**

The College’s Emergency Operations Plan establishes a set of emergency procedures to assist the college in managing any emergency that might arise. In addition, emergency response procedures are posted on the Public Safety web site and over 100 flip charts detailing these emergency procedures are posted in all building on campus.
College Departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The College conducts numerous emergency response exercises each year, such as fire alarm drills and at least one test of the emergency notification system on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Public Safety and Residence Life personnel have received training in Incident Command System (ICS) and responding to critical incidents on campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the Public Safety Department, and they typically respond and work together to manage the incident with local emergency service providers. Depending on the nature of the incident, other Rosemont College departments and other local or federal agencies could also be involved in responding to the incident.

General information about the emergency response and evacuation procedures for Rosemont College are publicized each year as part of the institution’s Clery Act compliance efforts and that information is available on the College's Intranet, “The Raven”, under Public Safety.

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

**Notification to the Rosemont Community about an Immediate Threat:** The Department of Public Safety should be contacted at x2555 from a campus phone or 610-527-1038 from any phone about an emergency or dangerous situation on campus or immediate area surrounding the College. If the Department of Public Safety, police or fire departments confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Rosemont Community, the Department of Public Safety will collaborate with Vice-President for Finance and Administration and College Relations to determine the content of the message and will use some or all of the systems described below to communicate the threat to the Rosemont Community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

The Director of Public Safety, VP for Finance/Administration or Managing Director for Public Relations will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of the first responders (including, but not limited to Public Safety and local fire and police), compromise the efforts to assist a victim or to contain the emergency, respond to, or otherwise mitigate the emergency.

In the event of a serious incident that poses an immediate threat to members of the Rosemont community, the college has various systems in place for communicating information quickly.
Some or all of these methods of communication may be activated in the event of an immediate threat to the Rosemont campus community. These methods of communication include:

- **e2Campus**, a text messaging system used to quickly notify registered users via their cell phone, personal email and College email. Rosemont College members should go to the Public Safety web site and click on “Rosemont Alert Emergency Text Messaging” to sign up.
- public address system on the Department of Public Safety's vehicle may also be used to alert the campus community and to disseminate instructional information of an emergency nature;
- Personal interaction by Public Safety personnel or others;
- A pre-recorded phone message may be send to all campus phone extensions.

Students, faculty and staff should take responsibility for regularly checking their college e-mail. A college-mail account is issued to faculty, staff and students. Instructions for automatic forwarding of e-mail messages from a college account to another account are available on the College Web site under Rosemont Email section.

Members of the larger community who are interested in receiving information about emergencies on campus should check the college’s web site and/or main phone, 610-527-0200.

**Procedures for Testing Emergency Response and Evacuation Procedures:** The Public Safety Department conducts one unannounced fire drill each semester in all residential facilities, administrative and academic buildings on campus. Thus, the emergency response and evacuation procedures are tested at least twice each academic year. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Public Safety does not tell residents/staff in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, Public Safety, residence Life staff and the Building Coordinator on the scene will communicate information to students/staff regarding the developing situation or any evacuation status changes.

The purpose of a fire drill is to prepare building occupants for an organized evacuation in case of an emergency. At Rosemont College, fire drills are used as a way to educate and train occupants on issues specific to their building.

During the drill, occupants practice drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.
In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the College an opportunity to test the operation of fire alarm system components.

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

Students receive information about emergency response procedures during their floor meetings and during other educational sessions that they can participate in throughout the year.
Residence Life staff and Building Coordinators are trained in these procedures as well and act as an on-going resource for the students living in residential facilities and staff.

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

**DEPARTMENT OF PUBLIC SAFETY**

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

The Department of Public Safety has primary responsibility for safety and security on Rosemont’s campus. The Department’s offices are located on the lower level of the Cardinal building. The Department consists of a Director, Captain, 2 sergeants, 7 full-time and 1 part-time Public Safety Officers. Public Safety personnel receive training in first aid, CPR and AED, in addition to other training in security services. The Department’s patrol area is the Rosemont campus. Public Safety personnel do not patrol the area or roads surrounding the campus. The Department of Public Safety reports to the Vice President for Finance and Administration.

Public Safety personnel are not sworn/commissioned police officers and have no official powers of arrest. Public Safety personnel do not carrying weapons. Public Safety personnel have the authority to ask persons for identification to determine whether individuals have lawful business on Rosemont College; enforce college regulations and issue parking tickets on campus. Criminal incidents and/or investigations are referred to the Lower Merion Police Department who have legal jurisdiction on Rosemont’s campus.

**WORKING RELATIONSHIPS WITH OTHER LAW ENFORCEMENT AGENCIES**

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

Public Safety staff work closely with the investigative staff at LMPD when incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information, as deemed necessary. All crime victims and witnesses are strongly encouraged to immediately report crimes to the Public Safety Department and the appropriate police agency. Prompt reporting will assure timely safety alerts and disclosure of crime statistics in the annual report.

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

The Public Safety Department relationship with the Pennsylvania State is limited to monthly reporting of crime statistics via their web site.
SECURITY AND ACCESS TO CAMPUS FACILITIES

During business hours, the College (excluding student housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all College facilities is by key/card swipe, if issued, or by admittance via the Department of Campus Safety or Residence Life staff. In the case of periods of extended closing, the College will admit only those with prior written approval to all facilities.

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

Gracemere Hall is for honor and high achieving students. Students use keys for entry to the building and rooms. There are no Public Safety patrols inside Gracemere per Dean of Students. The building’s fire alarm system is monitored.

The entrances to residence halls, except Gracemere, are staffed by a residence assistant from 8:00 pm to Midnight, Monday to Thursday and on Fridays and Saturdays from 10:00 pm to 2:00 am. Student housing ranges from suites with numerous rooms to single and double rooms.

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

Employees of the Facilities Department, Admissions and members of the Emergency Operations Groups have access to the residence halls and buildings via their ID card. Facilities employees wear college designated. All students and employees are required to have a photo ID cards and must present them, upon request, to College officials, including Public Safety personnel. Residence halls open for early arrivals around the 2nd week of August and close in the beginning of May when classes end. During the winter and summer breaks, when classes are not in session, residence halls are closed and the card access is denied to anyone not approved to stay. The Dean of Students must approve anyone staying over during these periods of time and all safety and visitation policies are in effect.

VISITOR AND GUEST POLICY

Rosemont College holds students personally responsible for the action of their guests. Since guests are to be escorted at all times by the Rosemont student, the student is accountable for the guest’s actions and that s/he is expected to intercede should a guest behave in any way which is contrary to College policies and regulations or to the broader mission of the College.
Resident students are permitted to have guests in the residence halls. All guests must be signed in and escorted anywhere within the residence halls. Public Safety will escort guests found without an escort off campus. Guests may not stay in a student room while the host is not present.

Each guest is allowed to be in the halls overnight no more than 3 days per week (regardless of host), or 3 consecutive days on campus. Each resident is allowed to have overnight guests no more than 3 days during a given week, or 3 consecutive days with a maximum of six days per month for a particular guest. Exceptions made only with permission from the Residence Director and the Assistant Dean/Director of Residence Life.

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

SECURITY AWARENESS/CRIME PREVENTION PROGRAMS

During orientation in August first year students are informed of services offered by the Public Safety Department. Presentations outline ways to maintain personal safety and residence hall security. Students are told about crime on-campus and in surrounding neighborhoods upon request or via Safety Alert. Crime Prevention Programs and Sexual Assault Prevention Programs are offered upon request.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

When time is of the essence, information is released to the college community through safety alerts posted prominently throughout campus and over the college’s email system.

Periodically, Wellness Fairs are held during the school year where information on crime prevention, emergency alerts, alcohol/drug issues is given out.

Public Safety Department personnel facilitate programs for students, faculty, and student organizations upon request. In addition, safety tips on how to protect themselves from sexual assault, theft and other crimes are on the iway under Department of Public Safety.

Tips:

- To enhance personal safety, and especially after an evening class, walk with friends or someone from class that you know well, or call the Department of Public Safety for an escort.
- The Rose Line is the Rosemont College campus shuttle service. The Rose Line operates Monday through Friday during the Fall and Spring semesters from 3:30 p.m. to 10:30 p.m. The Rose Line operates from the commuter lounge in Alumnae Hall to the R-5 at the Rosemont Train Station. There is no charge for this service. All those wishing to board the Rose Line must have a valid Rosemont College Identification Card. The Rose Line also will make pick ups along the route of travel when a student signals the operator to stop. Contact the Public Safety Office for information.
- Rosemont’s Safe Rides Program is a program sponsored by the Offices of Student Life and Public Safety. Students who encounter an emergency situation can be transported from the local area back to campus by the Bennett Cab Company. Information about this program may be obtained from Student Life or the Department of Public Safety.
MONITORING AND REPORTING CRIMINAL ACTIVITY OFF CAMPUS

Rosemont College does not have officially recognized off campus student organization. Rosemont College does lease space in the Land Title Building, 100 S. Broad St., Suite 1600, Philadelphia for classes only.

Call 911 if you are off campus and the victim of a crime or you want to report criminal activity. It is suggested that after you file a police report that you contact Public Safety.

Lower Merion Police Department:
Emergency: 911
Non Emergency: 610-649-1000
Address: 71 E. Lancaster Ave., Ardmore Pa 19003

Philadelphia Police Department:
Emergency: 911
Non Emergency: 216-686-3090
Address: 9th Police District, 20th and Pennsylvania Ave.

ALCOHOL POLICY

Consistent with the Commonwealth of Pennsylvania Law, individuals under the age of 21 years are prohibited from using, possessing, or distributing alcoholic beverages. Individuals over the age of 21 may use and possess alcohol as permitted by the law and College regulations. Open containers and public intoxication are prohibited.

Students who are irresponsible in their use of alcohol or who provide alcohol to minors will be subject to this code regardless of the student’s age. This applies to both on campus and off-campus behavior.

Policy Governing Use of Alcohol on Campus Outside of Residence Halls: Rosemont College adheres to and enforces all federal, state and local legislation concerning alcohol. For additional information regarding Alcohol Beverage Control Laws see http://www.lcb.state.pa.us/plcb/.

Violations of the Alcohol Policy will be addressed as prescribed by federal, state and local laws, by College policies, and by regulations described in the Community Code of Conduct.

No alcohol may be consumed in academic buildings, College grounds, Athletics Facilities and Dining Facilities except at “alcohol approved” social functions. An alcohol approved social function is one where the Alcohol Use Registration Form is filled out and approved by the Dean of Students Office.

Under Commonwealth of Pennsylvania law:

- Only persons twenty-one (21) years of age or older are legally entitled to possess, purchase, be sold, given, or served alcohol.
- Monetary fines and/or community service may be imposed for underage possession and for using an altered identification to purchase alcohol.
- Altering a driver’s license to purchase alcohol could result in suspension or restriction of the license.
- Any person, who purchases alcohol for, procures for, or gives alcohol to anyone under 21 years of age is guilty of a misdemeanor.
Anyone who is apparently intoxicated or who is behaving in an intoxicated manner may not be served alcohol.

Driving under the influence of alcohol on College property is prohibited and violators will be subject to arrest and revocation of parking privileges on campus.

Dean of Students Office is responsible for implementing and interpreting the alcohol use policy.

**Policy for Governing the Use of Alcohol in Residence Halls:** All Rosemont College students who live in residence and their visitors/guests are subject to Commonwealth of Pennsylvania Law and Rosemont College’s policy regarding possession and consumption of alcohol, as well as specific policies governing the Residence Halls.

Residence Halls are defined as: Residence Halls are defined as Kaul, Mayfield, Connelly, Heffernan Hall and Gracemere, Honors House including the outdoors areas.

**Alcohol Policy in Freshmen Designated Residence Halls:** Alcoholic beverages are never permitted in freshman residence halls. Visitors or guests of students residing in these areas are not permitted to possess or consume alcohol in these areas regardless of whether they are of legal drinking age. These areas are designated as alcohol free.

**Alcohol Policy for Students Under 21 Years of Age Living in Non-Freshmen Areas:** A person under 21 years of age may not possess or consume alcoholic beverages at any time on Rosemont College campus.

No possession or consumption of alcohol is permitted by any student or guest in private residence rooms where all the assigned residents are under 21 years of age.

Visitors or guests of students under 21 years of age are not permitted to possess or consume alcohol in the suite or bedroom of an underage student regardless of whether they are of legal drinking age. Alcohol containers, including empty liquor bottles, wine bottles and/or beer cans are prohibited.

**Alcohol Policy for Students Over 21 Years of Age Living in Non-Freshmen Areas:** The following regulations regarding alcohol use apply to students and visitors/guests in the non-freshmen areas who are 21 years of age or older:

- No individual student may possess more than 12, 12 oz. bottles/cans of beer (or the equivalent), or one liter of hard liquor or wine at one time.
- Individuals of legal drinking age may not provide alcohol to underage roommates, suitemates, visitors or guests.
- Binge drinking is defined as consuming five or more drinks on one occasion for men or four or more drinks on one occasion for women. Binge drinking is strictly prohibited.
Drinking games (e.g. beer pong) and other activities that promote the irresponsible use of alcohol are prohibited. This includes the use of alcohol paraphernalia such as funnels and ice luges.

Kegs and beer balls, whether empty or full, tapped or untapped, are prohibited. Spiked punch and Jell-O shots containing alcohol, regardless of alcohol content are also prohibited.

Behavior that encourages or contributes to excessive alcohol consumption by another student is prohibited.

Carrying open containers of alcoholic beverages or consuming them in any public area of the campus is prohibited. This includes movement between residence hall rooms or apartments with an alcoholic beverage.

Compliance with all requests by College officials, including Residence Life staff or Public Safety, for proof of 21-year-old status is required. If there is reasonable suspicion to believe that alcohol might be in squeeze bottles, cups or other such containers, College staff reserve the right to approach students and hold individuals accountable under the provisions of this policy.

Possession, consumption, and storage of alcohol are prohibited in all public areas, e.g. lounges, hallways, stairwells, common bathrooms, or outdoor areas.

Driving on College property while under the influence of alcohol is strictly prohibited and will result in arrest, loss of driving and parking privileges on campus, and possible suspension or expulsion from the University.

Rosemont Alcohol and Drug Awareness Resources (RADAR): RADAR is a campus-wide alcohol and drug prevention and education program which stresses positive choices for healthy living at Rosemont. The main mission of the RADAR program is to help students to realize the dangers of the use and abuse of illegal substances. At Rosemont College we strive to help students to learn how to make positive choices that will enhance both their professional and personal lives.

The student Peer Education Team is sponsored by the RADAR program. Students help to create workshops and other educational programs in order to keep students aware of new alcohol and drug related information. Each week the RADAR program works closely with the Residence Life office to provide events on campus. Students will receive programming updates on a monthly basis.

The RADAR Office is located in St. Joseph’s Hall. Students will receive information concerning office hours and other necessary news at the start of the academic year.

**DRUG POLICY**

Rosemont College is concerned with illegal and unauthorized drug use and views it as detrimental to the achievement of institutional and individual goals, and inconsistent with the proper functioning of an academic community. Persons involved in this type of activity, either on or off Rosemont campus, are subject to disciplinary/legal action.
Drugs, paraphernalia and the names of those involved may be turned over to the proper authorities. The College will not shield students from possible legal consequences of drug possession and use.

Consistent with the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226), possessing, using, or distributing a controlled substance or dangerous drug, or any drug unlawful to possess, e.g. marijuana, except as expressly permitted by law.

Drug paraphernalia including, but not limited to: bongs, water pipes, or hypodermic needles that are not specifically required for the administration of prescribed medications are not allowed on campus. Use of legal medication outside the parameters of the medical authorization is prohibited and prescription drugs on campus must have an authentic medical prescription.

Good Samaritan/Medical Amnesty concerning Alcohol and Drugs: Rosemont College wishes to ensure that students at medical risk as a result of alcohol or substance abuse will receive prompt and appropriate medical attention. Rosemont College strongly encourages students to call Public Safety for medical assistance for themselves or for other individuals who are dangerously under the influence of alcohol and drugs. For this reason no student seeking medical attention for him/herself (or another) for intoxication or overdose shall be formally sanctioned for the illegal use or possession of alcohol or other drugs when other college policies have not been violated in conjunction with the intoxication or overdose.

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

The appropriate intervention is at the discretion of the Dean of Students Office.

SEXUAL ASSAULT POLICY

The current policy is being reviewed and updated. All community members will receive a copy when completed.

Anyone having questions about the current or revised policy should contact:

Dean of Students at 610-527-0200, x2400
Director of Resident Life at 610-527-0200, x2401
Title IX Coordinator at 610-527-0200, x2441
Director of Public Safety at 610-527-0200, x2556

The College educates the student community about sexual assaults and date rape through Wellness Fairs and literature each academic year. The Department of Public Safety offers sexual assault education and information programs to college students and employees upon request. Literature on date rape education, risk reduction, and college response is available through the Dean of Students, college nurse and counseling unit.

Sexual harassment or any form of sexual misconduct (to include sexual assault) which interferes with another person’s performance or which creates any intimidating, hostile, or offensive environment for any member of the Rosemont community. Rosemont College attempts through its programs and policies to prevent sexual assault from occurring, however, we recognize that significant numbers of women and men throughout the nation are sexually assaulted while in college.
We therefore commit ourselves to assisting any of our students who have experienced sexual assault in making timely emotional, psychological and physical recovery and to respect the choices a student makes about this process.

For the purposes of this policy, sexual assault is defined as “any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person's will where the victim is incapable of giving consent.”

VIOLENCE AGAINST WOMEN ACT- The Campus SaVE Act (Campus Sexual Violence Elimination Act) amends the Clery Act to include intimate partner violence. The term “intimate partner violence” is defined to mean “any physical, sexual, or psychological harm against an individual by a current or former partner or spouse of the individual”. It would include sexual violence, dating violence, domestic violence and stalking.

Domestic Violence includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.

Dating Violence means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.

Stalking means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

REPORTING PROCEDURES: Any student who believes that s/he has been the victim of a sexual assault, Domestic Violence, Dating Violence or Stalking should notify Public Safety (x2555/ 610-527-1038- 24/7), Residence Life Director (x2401), the Counseling Center (x2416), the Wellness Center (x2420), or the Dean of Students (x2400).

The first concern of any official to whom an assault is reported will be the well-being of the student reporting the assault. In particular, the official will inform the student of both on and off campus resources and help the student make contact with the resources they choose, the importance of preserving evidence and obtaining a protection order if requested. In doing so they will not reveal any information that might identify the victim.

College authorities will assist the victim in notifying law enforcement authorities if the victim so chooses, the victim may decline to notify to notify such authorities and assist in obtaining no-contact orders/restraining orders issued by criminal/civil courts.

The second concern of College officials is the safety of the community. If there is reason to believe that an assailant is at large who poses an immediate threat to the community, the Dean of Students and the Director of Public Safety will take action to protect the campus. In doing so, they will reveal no information which might allow the student reporting the assault to be identified.

After seeing to the well-being of the student reporting the alleged assault and to the immediate security of the campus, the College will investigate the charge that has been filed.
The Dean of Students is available to coordinate efforts to meet the student’s needs. If requested, the Dean of Students will assist with safety concerns, discussions with significant others, or changing academic and/or living arrangements.

Charges of sexual assault brought by a Rosemont student against a member of the student community will follow judicial procedures as indicated in the current Student Handbook. http://www.rosemont.edu/campus-life/residence-life/student-handbook/index.aspx

Charges of sexual assault brought by a student against a member of the College, to include College officers, administrators, faculty, instructors, staff employees, volunteers, outside contractors, vendors or other non-employees will be sent to the Director of Human Resources and/or the Vice-President for Finance and Administration who will follow procedures established for each constituency to insure due process.

The accused and the accuser are entitled to the same opportunities to have others during a disciplinary proceeding and simultaneously informed in writing of the outcome of the hearing with respect to any crime of violence or non-forcible sex offense. The accuser’s next of kin will be notified if the accuser is decreased

Violation of sexual assault policy is regarded as a Major Offense Procedure. Sanction range from:
1- Residence Hall suspension
2- Residence Hall dismissal
3- Suspension from College
4- Expulsion from College

Compliance with this paragraph does not constitute a violation of the Family Educational Rights and Privacy Act (FERPA). For the purpose of this paragraph, the outcome of a disciplinary proceeding means only the institution’s final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.

An individual accused of sexual assault may be subject to prosecution under Pennsylvania criminal statutes. A victim is free to bring charges through the College system and the criminal system simultaneously; however, the two processes are separate. It is not necessary for a student to pursue the matter in a criminal court in order to initiate a College proceeding.

Also, the College is not obligated to wait until prosecution procedures are initiated or until a judgment is reached in court in order to proceed with its own decision-making process or to impose penalties.

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

The Counseling Center is located in Room 9 on the lower level of Immaculate Conception Chapel. Office hours are Monday through Friday, 9:00 a.m. to 5:00 p.m. Special drop-in times are also available.

In the event of an emergency and the Counseling Center is closed, contact Public Safety at x2555 or go to the Bryn Mawr Hospital Emergency Room.
Off campus counseling and support services can be obtained through:

Bryn Mawr Hospital for medical attention.

Victim Services Center of Montgomery County
(Comprehensive Victim Service Agency, Sexual Assault Program)
18 West Airy Street
Norristown, PA 19401
Office: (610) 277-0932
Hotline: 1 (888) 521-0983
Website: www.vscmontcopa.org
The Women’s Center of Montgomery County
24 hour Hot Line- 1-800-773-2424
Bryn Mawr Office- 610-525-1427

WOAR
One Penn Center
1617 John F Kennedy Blvd.
Suite 1100
Philadelphia, PA 19103
24 hour Hot Line- 215-985-3333

SEX OFFENDERS’ REGISTRY AND ACCESS TO RELATED INFORMATION

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the Public Safety Department is providing a link to the Pennsylvania State Police Sex Offender Registry.

The Clery Act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained.

It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student.

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

The Pennsylvania State Police is responsible for maintaining this registry. Follow the link below to access the Pennsylvania State Police website. http://www.pameganslaw.state.pa.us/
DAILY CRIME AND FIRE LOG

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

The Department posts incidents on the Log within two (2) business days of receiving the report. Additionally, any portion of the crime and fire log that is older than 60 days are made available for public inspection within two business days of a request. The Department reserves the right to exclude reports from the log in certain circumstances as permitted by law.

DISCLOSURE AND PREPARATION OF CAMPUS CRIME STATISTICS

Campus crime, arrest and referral statistics include those reported to the Department of Public Safety, officials designated as Campus Security Authorities, Lower Merion Police Department and the Philadelphia Police Department. College counselors inform their clients of the procedures to report crime to the Department of Public Safety on a voluntary or confidential basis, should they feel it is in the best interest of the client.

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

CAMPUS CRIME STATISTICS

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

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

Crime statistics do not indicate actual police investigations, criminal prosecution or student judicial action, or the outcome of either. Reported crimes may involve individuals not associated or affiliated with the College and from anonymous reporting.
Hate Crimes are the reported crimes listed above and theft/larceny, intimidation, simple assault, vandalism, crimes involving bodily injury to any person that manifested evidence that the victim(s) were intentionally selected because of their actual or perceived race, gender identity, religion, gender, sexual orientation, ethnicity/national origin and disability.

The crime statistics reported under the Clery Act include the following:

Criminal homicide
- Murder and Non negligent manslaughter
- Negligent manslaughter

Sex offenses
- Forcible- Rape, Sodomy, Sexual assault with an object, fondling
- Non forcible- Incest, Statutory rape

Robbery
Aggravated Assault
Burglary
Motor Vehicle Theft
Arson
Liquor law arrests and referrals
Drug law arrests and referrals
Illegal weapons possession arrests and referrals
Hate Crimes

The Violence Against Woman’s Reauthorization Act (VAWA) requires the reporting of three (3) additional crime categories starting in 2013: Domestic Violence, Dating Violence, and Stalking.
### Rosemont College
#### 2013 Annual Security and Fire Safety Report

Main Campus, 1400 Montgomery Ave, Rosemont Pa

<table>
<thead>
<tr>
<th>Crime</th>
<th><em>ON CAMPUS</em></th>
<th><em>RESIDENT HALLS</em></th>
<th>NONCAMPUS</th>
<th>PUBLIC PROPERTY</th>
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<td>MURDER / NON-NEGLIGENCE MANSLAUGHTER</td>
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<td>1</td>
<td>0</td>
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</tr>
<tr>
<td>SEX OFFENSES, NON-FORCIBLE</td>
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<td>0</td>
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<td>0</td>
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<td>0</td>
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<td>5</td>
<td>3</td>
<td>5</td>
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<td>0</td>
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<tr>
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</table>

- Crimes reported in the resident hall category column are included in the on-campus category.
- There were no hate crimes reported for 2011 and 2013
- There was one reported vandalism with a bias of ethnicity that occurred on-campus in 2012

- 19 -
<table>
<thead>
<tr>
<th>Crime</th>
<th>Non-Campus</th>
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<tr>
<td></td>
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<td>ROBBERY</td>
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</tr>
<tr>
<td>BURGLARY</td>
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</tr>
<tr>
<td>MOTOR VEHICLE THEFT</td>
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<tr>
<td>ARSON</td>
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<td>**HATE CRIMES</td>
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<tr>
<td>DATING VIOLENCE</td>
<td>0</td>
</tr>
<tr>
<td>STALKING</td>
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</table>

- There were no hate crimes reported for 2011, 2012 and 2013.
The Pennsylvania Uniform Crime Reporting Act (Act 180 of 2004) mandates the release of crime statistics and rates to matriculated students and employees, and, upon request, to new employees and applicants for admission.

The index rate is calculated by multiplying the actual number of reported offenses by 100,000 (a theoretical population for comparison purposes) and dividing that product by the number of the College’s Full Time Equivalent (FTE) students (403) and employees (148). The FTE is calculated using a state required formula. The College’s FTE Population is 551 for 2013.

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

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

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<th>Crimes</th>
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<th>2012</th>
<th>Index Rate</th>
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</table>
**Criminal Records for Students and Employees**

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

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

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

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

**Fire Safety Report**

The Higher Education Opportunity Act (HEOA) requires two (2) safety-related requirements on institutions that participate in federal student financial aid programs which follow:

1. **Fire Log**: Institutions must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities. Rosemont College complies with this rule by including all fire-related incidents in the Daily Crime and Fire Log. The public (media included) can also view the most recent 60 days of crime and fire-related incidents by coming to the Department of Public Safety, located on the ground floor of the Cardinal building, during business hours. Requests for information older than 60 days must be directed to the Director of Public Safety. Information will be made available within two (2) business days of a request for public inspection.

2. **Annual Fire Safety Report**: Institutions with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards. Rosemont College complies with this regulation by including all fire-related incidents at on-campus student housing facilities as part of the Annual Security & Fire Safety Report. Information contained in this annual fire safety report includes: number and cause of fires at all on-campus student housing facilities; number of fire-related deaths; related injuries; value of fire-related property damage; information on evacuation procedures; fire safety education and training programs; fire safety systems in each student housing facility; number of regular mandatory supervised fire drills; and policies on portable electrical appliance, smoking and open flames. The Annual Security & Fire Safety Report must include three (3) years of fire statistics.
Reporting Fires on Campus: Criminal incidents, fires, emergencies or any type of suspicious activity on campus or in the immediate area of the College should be promptly reported to the Department of Public Safety by dialing 2555 from any campus phone or 610-527-1038 from any other phone. Public Safety Officers are available 24 hours a day, seven days a week.

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

Fire Statistics for 2011

<table>
<thead>
<tr>
<th>On-campus housing</th>
<th>Total Number of fires</th>
<th>Date and Time</th>
<th>Cause</th>
<th>Number of Injuries/deaths</th>
<th>Property Damage in Dollars</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heffernan</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kaul</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mayfield</td>
<td>1</td>
<td>9/19/2011, time unknown</td>
<td>Intentional-door frame burnt by match</td>
<td>0</td>
<td>$0-99</td>
</tr>
<tr>
<td>Connelly</td>
<td>1</td>
<td>9/6/2011@11:31p m</td>
<td>Intentional-trash can set on fire</td>
<td>0</td>
<td>$100-999</td>
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<tr>
<td>Gracemere (occupancy 1/23/11)</td>
<td>0</td>
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<td></td>
<td></td>
<td></td>
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</tbody>
</table>

Fire Statistics for 2012

<table>
<thead>
<tr>
<th>On-campus housing</th>
<th>Total Number of fires</th>
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<th>Cause</th>
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<td>Mayfield</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Connelly</td>
<td>0</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Fire Statistics for 2013

<table>
<thead>
<tr>
<th>On-campus housing</th>
<th>Total Number of fires</th>
<th>Date and Time</th>
<th>Cause</th>
<th>Number of Injuries/deaths</th>
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</tbody>
</table>
Fire Safety in Rosemont College Residential Facilities

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

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

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

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

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

All major renovations to college building include improvements to the fire safety systems such as the recent work in the Library and Dining Hall.
Fire safety education is continually reinforced by unannounced fire drills, floor meetings with students, posting emergency response flip charts in all residence halls and emergency training for college personnel.

**Procedures for student housing evacuation**

- Building evacuations are mandatory when a fire alarm sounds and/or upon notification by public safety or Residence Life staff.
- When the building evacuation alarm is activated during an emergency leave by the nearest marked exit and alert others to do the same.
- Stay calm; do not rush and do not panic.
- Never use an elevator in a fire.
- Safely stop your work/studies.
- Assist persons with disabilities in exiting the building. If necessary two or three individuals may carry the persons with disabilities from the building if the persons with disabilities cannot negotiate the stairs. Leave wheelchairs or other such equipment behind if they make movement of the persons with disabilities awkward, or ask another individual to carry the equipment separately.
- If persons with disabilities cannot be transported from the building without using an elevator, assist persons with disabilities to the nearest fire tower on each floor of the building. Be prepared to notify rescue personnel immediately upon their arrival of the location of persons with disabilities in such rescue areas.
- Once outside, proceed to the designated assembly area on campus. Stay in the assembly area until told to leave.
- Keep streets, fire lanes, hydrants areas, and walkways clear for emergency vehicles and personnel.
- Immediately notify emergency personnel of any injured persons, disabled person and individuals remaining in the affected building.
- Do not return to an evacuated building unless told to do so by emergency personnel or College officials.

*An assembly area to be used by personnel who are evacuated from their building. This area is to be used as a meeting place to ensure building occupants have been accounted for and also a place to wait to receive further instruction by emergency responders. The location of designated assembly areas are posted on the iway under emergency response procedures.

**Hazards in Residence Halls and Residents’ Rooms**

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

**Electrical Overloads:** To reduce the risk of fire resulting from overloaded circuits, we strongly recommend the use of a multi-plug circuit breaker outlet (UL certified) if more outlets are needed. Extension cords are a major cause of residential fires – avoid using them. If your circuit breaker trips, it is possible someone on the circuit is overloading it or using a defective appliance. If this happens, report it to your Residence Life Office (x2401) or Public Safety (x2555) immediately.
Also, too many of certain types of appliances such as coffee makers, popcorn poppers, hair dryers, and curling irons may overload the circuits.

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

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

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

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

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

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

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

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

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

**Cooking:** Cook safely and only in permitted and designated areas or kitchens using proper appliances. Microwaves can cause burns, or even start a fire.
Tampering with Fire Alarm System
The fire alarm system and fire fighting equipment in the residence halls are for your protection. Tampering with smoke detectors, sprinkler heads, sprinkler piping, alarm boxes, and fire extinguishers is prohibited and may subject you to criminal prosecution. Remember, this is your life safety equipment. You will be held accountable and liable for any damage that may endanger the lives of other residents. Hanging items from the sprinkler head or pipes is prohibited.

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

Lamps: A Special Safety Advisory – The use of halogen lamps is prohibited.

- Carefully read all safety instructions and warnings that accompany any lamp.
- Never use bulbs of a higher wattage or of a different style than is recommended by the manufacturer’s instruction.
- Never remove or discard a bulb that is hot to the touch; don’t try to operate a lamp that has damaged or missing parts.
- Do not place lamps near clothing, draperies, or bedding, as incidental contact with the lamp bulb could ignite the material. Keeps lamps away from windows, bunk beds, and closets.
- NEVER place materials such as towels or clothing on top of lamps.
- Avoid placing lamps in location where they may be knocked over.
- Always remember to turn off or unplug any lamp when changing bulbs or when leaving your room/apartment.
- Taking proper precautions and guarding against potential hazards posed by lamps will help ensure community safety.

MISSING STUDENT NOTIFICATION POLICY
If a member of the college community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify Public Safety Department at x2555 from a college phone line or 610-527-1038 from any other phone. Public Safety will initiate an investigation.

Notification Procedure
Rosemont College will follow the notification procedure for a missing student who resides in on campus housing:

- Students’ contact information will be registered confidentially, that this information will be accessible only to authorized campus officials and that it may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.
- If the missing student is under 18 years of age and not emancipated, the Dean of Students will notify a custodial parent and guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.
The Department of Public Safety will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

**WEAPONS POLICY**

The health, safety, and welfare of students, faculty, and staff are of the utmost importance to Rosemont College. The presence of weapons poses a direct and substantial threat to the safety of our faculty, students, employees, and visitors to our campus. All students, College officers, administrators, faculty members, instructors, staff employees, volunteers, applicants, outside contractors, vendors, and visitors are prohibited from possessing, carrying, or storing on their person, on College premises and in any vehicle on campus any weapon without specific authorization from the Director of Public Safety. College premises include the buildings, parking lots, and surrounding grounds. The term “weapon” includes any device, instrument, material, or substance that under any circumstance is readily capable of causing death or injury. Weapons include but are not limited to rifles, shotguns, handguns, pellet or BB guns, starter pistols, knives, slingshots, billy clubs, blackjacks, makeshift weapons, martial arts weapons, explosive materials, or any other lethal or dangerous devices capable of casting a projectile by air, gas, explosion, or mechanical means on any property or in any building owned or operated by Rosemont College or in any vehicle on campus. This prohibition includes licensed firearms or weapons and applies to all that are licensed to carry firearms or concealed weapons. Requests for exceptions from this policy should be addressed in writing to the Director of Public Safety.

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