2013 Campus Safety and Security Report


College of Mount St. Joseph
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OVERVIEW

This report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Higher Education Opportunity Act of 2008. This report includes information regarding campus crime and fire statistics, campus policies, and resources for campus community members.

The Campus Police Department is charged with the maintenance of statistics relative to the Campus Safety and Security Act and Fire Safety Report, annual report development and distribution of the report to the community and the submission to the US Department of Education. The Campus Safety and Security Act and Fire Safety Report is prepared in cooperation with local law enforcement agencies, the Office of Residence Life, the Wellness Center, and the Office of Compliance & Risk.

This report will be distributed on an annual basis to all students, faculty, and staff no later than October 1.

Printed Copies will be available in the Campus Police Department and the Office of Admission. The report will also be published on the Police Department web site.

COLLEGE OF MOUNT ST. JOSEPH POLICE DEPARTMENT

The College of Mount St. Joseph Police Department is located on the ground floor of the Seton Center. Police Officers are on duty 24 hours a day, 365 days a year. The Campus Police Department can be reached by dialing 513-244-4226 or 4226 from any campus phone.

The MSJ Police Department operates under the authority granted by the College Board of Trustees and in accordance with Ohio Revised Code section
All uniformed personnel are commissioned as Police Officers (with arrest authority) in the State of Ohio and have met or exceeded the basic training requirements and continuing professional training standards that have been established by the Ohio Peace Officer Training Commission. All police officers have jurisdictional authority on College of Mount Saint Joseph owned and controlled properties.

The MSJ Police Department is also charged with enforcement of College regulations. The department works closely with and forwards citations for policy violations to the Office of Residence life.

The MSJ Police Department also maintains a close working relationship with local, state, and federal agencies. In addition to developing working relationships, the department has also entered into a mutual aid agreement with all Police agencies in Hamilton County. The agreement provides reciprocal police services across jurisdictional lines. The agreement is pursuant to Ohio Revised code section 505.43, 505.431, 737.04, and 707.041.

**CRIME REPORTING**

The MSJ Police Department encourages all members of the campus community to report all criminal violations of federal, state, and local laws. Crimes can be reported by dialing (513) 244-4226 or 4226 from any campus, or by dialing 911 in case of an emergency.

All incidents, including crimes, should be reported to the MSJ Police Department in a safe manner consistent with the seriousness of the incident or crime. Crimes can be reported 24 hours a day, 365 days a year. The MSJ Police Department does not encourage anonymous crime reporting. The department does however realize the importance to protect victims of crime. The department will not release any specific victim information such as name, address, phone number, etc. for crimes of violence, hate, or sexual offenses. All crimes reported to the MSJ Police Department will be investigated thoroughly.
CRIME PREVENTION

Ensuring that the College is a safe environment for students, faculty, and staff is a responsibility of all members of the campus community. The MSJ Police Department regularly assesses and evaluates building security and provides groups or individuals with crime prevention techniques and advice. Crime prevention requires a cooperative effort between all members of the campus community. Everyone’s personal safety is a top priority on campus. All members of the community should be aware and mindful of their surroundings at all times.

CRIME LOG

The MSJ Police Department maintains a log of all crime reported. The crime log is available for public view at the Police Department. The crime log for the most recent sixty days is available at any time. Requests for crime logs older than sixty days will require a maximum of two business days to fulfill.

SEXUAL OFFENDER INFORMATION

The Hamilton County Sheriff’s Office maintains an active database of sexual offenders residing in Hamilton County. To access the Sheriff’s database please follow the link below.

http://www.hcso.org/PublicServices/SexOffenders/sexoffenders.aspx

BUILDING SECURITY

The Seton Center Residence Hall is open from 6am -11pm. After hours entrance must be made through the Seton lobby.

All classroom, administrative, and recreational building are locked in accordance with class schedules and activities on campus.
EMERGENCY PHONES

Emergency phones that connect the caller directly with the MSJ Police Department are located strategically throughout the campus and in the west lobbies of the Seton Center Residence Hall. To use an emergency phone push the emergency button or pick up the receiver. A dispatcher will immediately send an officer to the caller’s location.

TIMELY WARNINGS

In the event of an incident, on or off campus, that constitutes an ongoing threat to the campus community, a timely warning will be issued as soon as reasonably practical. Timely warnings will be sent via the campus e-mail system, the community safe voice and text notification system, chapel bells, MSJ phone system, social media and any other available resource.

All members of the campus community are encouraged to sign up for community safe. Instructions for signing up are available through the link below http://www.msj.edu/csafe

SEXUAL ASSAULT

Protect yourself using whatever means are necessary.

• Upon escaping from the attacker contact MSJ Police immediately by calling (513) 244-4226 or 4226 from any campus phone.
• Give as much information about the attacker as soon as possible to the MSJ Police.
• A MSJ Police officer will provide whatever first aid is necessary.
• Delhi EMS will take over the medical treatment of the victim.
The health and well-being of the victim is the most important concern at this time.

Victim should be transported to the hospital.

Officers will initiate a search for the attacker using all available resources.

Officers will make all attempts to protect the College community from the attacker.

Officers will notify the Chief of MSJ Police and notification of College officials will begin.

Wellness and counseling will be notified.

When enough MSJ Police personnel are on the scene one officer will respond to the hospital to assist the victim and collect evidence.

The MSJ Police Department investigates all reports of sexual assaults. Sexual assault prevention, response, and deterrence presentations are available through the Campus Police Department upon request. If you are a victim of sexual assault, your first priority should be to get to a place of safety. The Campus Police Department strongly encourages all sexual assault victims to report the crime in a timely manner. Time is a critical factor for evidence collection and preservation. Sexual assaults should be reported directly to the MSJ Police Department.

The victim will be advised of how the criminal investigation will occur and the steps necessary to ensure proper prosecution. Officers will ensure the victim's safety and confidentiality at all times. The Wellness Center will also be notified in the event counseling services are requested by the victim. Victims of sexual assault who would like assistance other than that offered by the Wellness Center can contact the Hamilton County Prosecutor’s Office Victim’s Advocate division or Women Helping Women of Cincinnati by following the links below.

http://www.hcpros.org/node/6
http://womenhelpingwomen.org/

Sexual harassment of students, which includes sexual assault or acts of sexual violence, is a form of sex discrimination. Sexual violence refers to physical sexual acts perpetrated against a person’s will or when a person is incapable of giving
consent due to the victim’s use of drugs or alcohol or intellectual or other disability. A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, and sexual coercion. All such acts of sexual violence are forms of sexual harassment covered under Title IX.

Faculty, staff, or students who violate this policy will be subject to disciplinary action up to and including potential termination of employment, or suspension or dismissal from the College. Sexual harassment and inappropriate sexual conduct threaten the freedom and the very person of others. The College strives to eliminate all forms of sexual harassment. Therefore, the College will not tolerate sexually harassing conduct against any member of the College community on College premises or any other locations where members of the College community are together because of assigned or College-sanctioned activities.

Interim steps as appropriate may be taken to stop and prevent the recurrence of harassing behavior. Such steps may include “no contact” orders and/or adjustments in employment, academic, housing and extracurricular arrangements and activities. Such steps will be designed to minimize the burden on the complainant’s employment or educational program.

The College’s Title IX investigation is different from any law enforcement investigation, and a law enforcement investigation does not relieve the College of its independent Title IX obligation to investigate the conduct. In cases involving potential criminal conduct, College personnel must determine, consistent with State and local law, whether appropriate law enforcement or other authorities should be notified. Conduct may constitute unlawful sexual harassment under Title IX even if law enforcement determines that it does not constitute a crime. All incidents of sexual misconduct involving students that are reported to the College of Mount St. Joseph Police Department will also be referred to the Office of the Vice President for Student Affairs for follow up and investigation into whether it constitutes sexual harassment or discrimination in violation of this policy.

For more information, please refer to the College of Mount St. Joseph Policy Against Discrimination, Harassment, Sexual Harassment & Misconduct, and Retaliation and student Disciplinary proceeding processes which can be found in the student handbook.
DISASTER AND EMERGENCY RESPONSE PLAN

The objective of the College of Mount St. Joseph Disaster and Emergency Response Plan is to provide the maximum practical protection for students, faculty, staff, and visitors in the event of a crisis.

Natural disasters, such as floods, severe storms and tornadoes, and man-made disasters which can result from chemical accidents, falling aircraft, fires, explosions, etc., are potential hazards for which we must be prepared. We must also prepare for a man-made crisis, which can come in the form of weapons on campus and bomb threats.

To meet this objective, we will instruct and prepare staff, faculty and students in the appropriate and safe procedures to follow in the event of a campus crisis through various channels of communication, including e-mail, Community Safe, MSJ phone system, social media, chapel bells and other available sources. The occurrence of a crisis will require prompt response from all members of the campus community and specifically, personnel with assignments included in this plan. Since no two emergencies will be the same in nature, scope or magnitude, it is necessary for the College's plans to be basic, flexible and subject to modification as the need arises. Modification will be at the discretion of the President, Chief of MSJ Police or civil authority. However, in any emergency, the following priorities shall apply:

- Protection of life.
- Prevention of injury.
- Protection of property.
- Preparation of the campus for extended stay or evacuation.

Every student, faculty member, staff member and visitor at the College of Mount St. Joseph should be as prepared as possible for emergency evacuation of campus buildings.

This is particularly important for people with disabilities, for whom the environment becomes even more difficult during and after an emergency than for
the non-disabled. If you are a person with a disability (mobility, vision, hearing, speech, or cognitive), you are encouraged to contact the Director of the Learning Center & Disability Services (513) 244-4524 or dana_freer@mail.msj.edu, The Learning Center, Room 156 Seton Center). The Director will work with you and the Office of Public Safety to develop a personal safety plan that will help increase the probability of a smooth evacuation in an emergency.

Following every disaster or emergency, a full review of all response procedures will be conducted with members of the Emergency Response Team and other individuals and agencies involved in the response.

WHO DECLARES A CAMPUS EMERGENCY?

Campus emergencies may only be declared by the following persons:

- Incident Commander
- College President:
  The President of the College of Mount St. Joseph is primarily responsible for declaring a campus emergency. In questionable cases he/she may consult with other department heads, civil authorities and the Chief of MSJ Police to assist in assessing the need to declare an emergency. In the absence of the President, his/her designee will act on behalf of the President. In a situation where neither is available, the Chief of MSJ Police shall declare the emergency. Unless an obvious and immediate emergency exists, consultations should be utilized in the decision making process.
- Civil Authorities
  Delhi Police, Delhi Fire, or other local, state or federal government agencies may declare an emergency that would involve the campus.

All faculty, staff and students are responsible to sound the appropriate alarm or notification upon discovering a critical situation. A critical situation includes events such as a fire, violent act, observation of a person on campus with a gun, or hearing/observing gun shots on campus.
COMMON TERMS IN EMERGENCY RESPONSE

BUILDING OR ROOM EVACUATION

A building or room evacuation may be the result of a fire, chemical leak, power outage, or any other event which requires leaving a building.

CAMPUS EVACUATION

A campus evacuation will occur if the campus is deemed unsafe and uninhabitable by civil authorities or by the administration. This will usually be the result of an extensive campus fire, aircraft crash, chemical threat, or local police/fire department action.

EVACUATION OF PERSONS WITH DISABILITIES

Visual Impairments: Inform the person of the nature of the emergency and offer to guide the person to the nearest exit and Rally Point.

Hearing Impairments: Alert the person that there is an emergency situation by using hand gestures or by turning the light switch on and off. Verbalize or mouth instructions, or provide the person with a short note containing instructions.

Mobility Impairments: Since elevators should not be used, individuals who can walk may be able to evacuate themselves with some assistance. For individuals unable to walk: if there is no immediate danger, escort the individual to a safe place to await rescue personnel. Whenever possible, someone should remain with the person while another individual exits the building and notifies rescue personnel of the person’s exact location. Only in extreme situations should you try to evacuate a person in a wheelchair yourself. On the sixth floor east lounge of the Seton Center Residence Hall, the college has placed an emergency stair chair. This chair makes the evacuation of the mobility impaired safer and faster. The mobility-impaired person is the best authority on how he/she should be moved. Ask before you move someone. While it is best to let rescue personnel conduct the evacuation, the person can be carried by two people who have interlocked their arms to form a chair, or the person can be carried in a sturdy office chair.
LOCK DOWN

A lock down procedure will occur if a threat occurs on campus or in the local neighborhood that requires students, faculty, staff, and visitors to be taken indoors where it is less likely that they will be injured. This will usually be the result of an attack by an armed person on campus or gunshots fired on campus (or in the near neighborhood). Some emergency situations may require a secondary response beyond those listed above, such as initiating shelter in place. Such situations may include an extended stay on campus due to a major winter storm.

SHELTER-IN-PLACE

This is to protect students, faculty, and staff who are already inside the buildings. Everyone should find some place of shelter inside that building and stay there until you are directed to leave. Determine if the room you are in can be locked and if so, lock all windows and doors, and turn off all the lights.

If your room can’t be locked, determine if there is a nearby location that can be reached safely and secured in the manner above. If it is not possible to lock the doors or attempt to safely reach another area, then do the following:

• Place furniture and equipment in front of the doors to barricade them.
• If a door opens out into a corridor, then use whatever means possible to try to restrict entry to the room, including placing furniture and equipment in front of the door, or using a belt or other item to tie the door handle to something stable.
• Stay away from windows, stay alert for instructional messages as described below, and put cell phones on vibrate.
• Remain in place until the police or a campus administrator known to you gives the “all clear.”
• If the threat compromises your shelter then leave that place for another place of safety even to the extent of leaving or fleeing from the building.

INITIAL RESPONSE IN AN EMERGENCY

FIRE IN BUILDING
Fires are a major concern for any college setting. We must all be prepared to respond without hesitation to this emergency.

- If a fire or smoke is detected, pull the nearest fire alarm.
- Notify MSJ Police by calling (513) 244-4226 or 4226 from any campus phone.
- Evacuate building by way of nearest exit.
- If current location is equipped with an evacuation plan, follow as directed.
- Do not use elevators.
- Additional directions and information will be sent to the Mount community through various communication channels.

**ARMED INTRUDER ON CAMPUS**

The College of Mount St. Joseph is now utilizing the A.L.I.C.E. program when dealing with armed intruders on campus. The A.L.I.C.E. program was created to enhance the traditional lockdown or secure-in-place policies used in educational institutions. Produced by the Response Options Group (http://www.responseoptions.com/), A.L.I.C.E. is designed to increase survivability during active shooter or armed intruder situations. Because it may take several minutes for police to respond, it is important for students, faculty, and staff to realize that they are the real first responders on scene. There are tactics that can be used to gain an advantage and to survive. The five components of A.L.I.C.E. are: **Alert, Lockdown, Inform, Counter, and Evacuate.** Since no two situations are exactly alike, there is no specific order to the components of the A.L.I.C.E. response plan.

**Alert**

- If you see an armed person(s) or hear gunfire, then:
  - Call 911
  - Notify MSJ Police by calling (513) 244-4226 or 4226 from any campus phone. (Be specific).
  - Give as much detail of the suspect as safely possible (e.g., race, sex, clothing, type of weapon, location of suspect).
- If another person alerts you to the above information, then:
find out if they have informed the authorities. If they have not or if you are unsure, then make the emergency notification above.

**Lockdown**

- When the chapel bells continuously toll, we are under lockdown due to a potentially violent situation. The bells will not toll for natural disasters or weather related issues.
- You may also be notified by various communication channels campus such as e-mail system, the community safe voice and text notification system, MSJ phone system, announcements on the MSJ website, social media and any other available resource.
- Lock your classroom door(s). Turn off your lights. Lower the blinds and cover any windows in the door. Stay away from windows and doors. Place cell phones on vibrate or silent.
- Utilize objects in the room or on your persons (e.g., desks, tables, chairs, belts, etc.) to help secure the door(s). Do not rely solely on locks. You need to provide an initial barrier(s).
- Once you have barricaded the door(s), do NOT open the door(s) for anyone unless notified by the police through the communication channels listed above.
- Look for alternate escape routes (i.e., windows or other doors).
- Start to prepare mentally to defend yourself and others – remember your objective is to survive.
- Begin to gather items that could be used as weapons (e.g., cups, chairs, books, bags, pens, staplers, fire extinguishers, etc.).

**Inform**

- If you have information about the suspect, stay in communication with MSJ Police by phone or whatever means available, advising them of the subject’s location and actions. Accurate, real-time information can be critical in these situations.
- Additional directions and information will be sent to the Mount community through the various communication channels listed above.
Counter

• If the armed intruder enters the room, use objects in the room (e.g., computers, furniture, staplers, fire extinguishers, etc.) and on your person (e.g., books, binders, backpacks, purses, drinks, etc.) to defend yourself, to distract the shooter, and to disrupt the shooter’s aim and concentration.

Remember anything can be a weapon.
  ○ Do not be afraid to fight back – it is okay to fight.
  ○ Make yourself a difficult or “hard” target.
    • Create a lot of noise.
    • Throw objects.
    • Run around the room.
    • Create chaos.
  ○ Attack in a group (or swarm the intruder). Grab the intruder’s limbs and head. Take him to the ground and hold him there.
  ○ If you have possession of the weapon, hide and secure it away from the intruder (e.g., place it in a trashcan). Do not carry or hold the weapon, as police may think you are the armed intruder. Maintain possession of the weapon without being in Possession.
  ○ Inform the police that you have control of the intruder and tell them where you are located. Listen to the instructions given by the police.

Evacuate

• Remove yourself from the danger zone as quickly as possible.
• Safely evacuate whenever possible. YOU may have to decide if it is safe to evacuate.
• Run in a zigzag pattern as fast as you can until out of the danger zone.
• Utilize windows if you are on the third floor or lower.
• Do not attempt to drive from the area until instructed to do so by the police. Instead you will be directed to a secure rally point that will be determined by the police.
SERIOUS INJURY INVOLVING STAFF, FACULTY, STUDENT, OR CAMPUS VISITOR

• Call 911; notify MSJ Police by calling (513) 244-4226 or 4226 from any campus phone.
• Assist injured persons.
• MSJ Police will be the liaison to Delhi Fire and EMS.
• MSJ Police will protect the scene; take photos, measurements, etc.
• Notification will begin as time permits (order depends on situation)

• Immediate supervisor
• Department head
• President
• Public Relations Manager
• Wellness Center (counseling)
• Maintenance
• Vice President for Student Affairs
• Assistant Dean of Students

• Additional directions and information will be sent to the Mount community through various communication channels.

TORNADO/SEVERE WEATHER

The Hamilton County Emergency Management Agency follows the direction of the National Weather Service (NWS). If the NWS issues a warning, Hamilton County will activate ALL the sirens for the county. The NWS gives the definition of a warning as: A weather warning means that a dangerous weather event is imminent. Immediate action must be taken to protect life and property. This weather can take the form of heavy winds, lightning, thunderstorms and tornados.

The Department of Education (ED) mandates that the MSJ Police Department must issue timely warnings of an emergency. The ED describes an emergency
notification as: emergency notification upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. The Hamilton County siren is the emergency confirmation in the event of a tornado or severe weather.

In the case of severe weather and/or a tornado, attempts will be made to notify persons on campus through various channels of communications.

- Whenever you are aware of severe weather or tornado warnings, you must go immediately to the lowest floor of the building.
- Stay away from glass windows and glass doors.
- Leave auditoriums, gyms and other free span rooms.
- After the threat is over MSJ Police will make notification that all is clear through various communication channels.
- Additional directions and information will be sent to the Mount community through various communication channels.

Hamilton County uses several different sirens to alert of storms. Visit http://www.hamiltoncountyohioema.org/ to learn more about the Hamilton County Emergency Management Agency. You can also visit http://www.hamiltoncountyohioema.org/sirens.cfm to hear demos of the sirens

Earthquake

**If you are inside during an earthquake:**

- Immediately take cover under a table or desk, or stand in a doorway. In areas where cover is not available, kneel at the base of an interior wall, facing the wall and with head down and covered by arms. Turn your body away from windows and mirrors.
- Be alert for falling objects and stay away from overhead fixtures, filing cabinets, bookcases, and electrical equipment.

**If you are outside during an earthquake:**

- Move to an open area away from buildings, trees, and power lines.
- If unable to move to an open area, watch for falling objects.

**If you are in an automobile during an earthquake:**
• Stop your vehicle in the nearest open area.
• Stay in the vehicle until the shaking stops.

After an earthquake:
• Be aware of the possibility of aftershocks.
• If possible and it is safe to do so, evacuate the building as soon as the shaking has ceased.
• Do not move injured persons unless they are in obvious immediate danger (from fire, building collapse, etc.)
• Open doors carefully. Watch for falling objects.
• Do not use elevators.
• Do not use matches or lighters.

Limit use of telephone to calls for emergency services.

BOMB THREATS
The person receiving the bomb threat call should engage the caller in a conversation to get as much information as possible:
• Ask what time the bomb is set to go off.
• Ask questions regarding the specific location - building, room, closet, locker, etc.
• Ask about the appearance of the bomb package.
• Listen for background noise, e.g., radio, other people, traffic sounds, etc.
• Note any caller information available through Caller I.D.
• Was the caller hysterical, calm, excited, etc.
• Was the caller's voice male or female, young or old, with an accent?
• Notify MSJ Police immediately by calling (513) 244-4226 or 4226 from any campus phone.

In the event that a live bomb is found:
• Leave the building and surrounding area by at least 600 feet.
• Turn off all cell phones, radios and wireless devices, including laptops.
• Notify MSJ Police once at least 600 feet from the area.

CHEMICAL/HAZARDOUS MATERIALS SPILL OR LEAK IN BUILDING OR ON-CAMPUS
• Pull the nearest fire alarm.
• Evacuate the building.
• Notify MSJ Police by calling (513) 244-4226 or 4226 from any campus phone.
• DO NOT RE-ENTER THE BUILDING.
• Advise the officer as to the nature and location of the problem, if possible give the officer the room number.
• MSJ Police has a list of chemicals stored in the Science Building and maintenance has a list of the MSDS (material safety data sheets).
• The list of chemicals and their location will be provided to Delhi Fire upon their arrival.
• The officer will notify the Chief of MSJ Police who will then begin the notification process of other College officials.
• Additional directions and information will be sent to the Mount community through emails, MSJ phone system, social media and any other available resources.

EXPLOSION ON PROPERTY
• Notify MSJ Police by calling (513) 244-4226 or 4226 from any campus phone.
• Assist any injured persons.
• Treat as a fire and evacuate.
• Remember to care for your own safety.
• Advise if anyone else is still in the building or injured in the rubble.
• Delhi Fire Department and EMS will be notified.
• Additional directions and information will be sent to the Mount community through various communication channels.

CHEMICAL/HAZARDOUS SPILL OR LEAK OFF CAMPUS THAT THREATENS CAMPUS COMMUNITY
• If on campus, follow shelter-in-place direction.
• Do not open windows.
• Do not leave buildings.
• Keep doors closed.
• Additional directions and information will be sent to the Mount community through various communication channels.

AIRCRAFT CRASH
If an aircraft crash were to occur on the College campus, remember that in the initial stages, it will be total chaos. Attempt to compose yourself:
• Notify MSJ Police by calling (513) 244-4226 or 4226 from any campus phone.
• Protect yourself - there will be fire, fuel, twisted metal, and biological hazards.
• Once you are safe, assist injured persons. Remember, these injuries will be traumatic and horrific.
• Follow the direction of MSJ Police and other police and fire officers.
• Additional directions and information will be sent to the Mount community through various communication channels.

DEATH OF STAFF, FACULTY, STUDENT
• Notify MSJ Police by calling (513) 244-4226 or 4226 from any campus phone.
• Do not let anyone enter the area except emergency personnel
• Do not attempt to gain entrance to the area, it is important to preserve the scene.
• MSJ Police will control the scene.
• Notifications will be made as soon as time permits (order may vary)
  1. President
  2. Vice President for Student Affairs
  3. Public Relations Manager
  4. Wellness Center (counseling)
  5. Maintenance
  6. Dean of Students
  7. Immediate supervisor
• Additional directions and information will be sent to the Mount community through various communication channels.

CAMPUS ESCORT SERVICE

The College of Mount St. Joseph Police Department escort service is designed to enhance the safety and peace of mind and offer a greater sense of security for anyone who feels unsafe while walking alone on campus.

The goal of the escort program is to deter assaults, sexual harassment, verbal abuse, or other harassment while walking from one location on campus to another. The escort service is a walking escort and you should assume that you will be given a walking escort unless the dispatcher informs differently.

The College of Mount St. Joseph Police Department does provide a mobile escort; however, the availability of this is only when it is determined to be necessary and when resources are available. When a police officer from the College of Mount St. Joseph Police Department is dispatched as an escort while on campus, the escort will be a walking escort unless a mobile escort is otherwise determined necessary. All mobile escorts will be by a police officer in a marked College of Mount St. Joseph Police Department vehicle.

The escort program is free of charge and available to all College of Mount St. Joseph students, staff, and faculty.

The escort service is available 24 hours a day. To request an escort call (513) 244-4226 or 4226 from any campus phone.
MISSING PERSONS

All reports of missing persons are taken seriously and investigated fully until the person is located. Any on campus resident student who is deemed missing, regardless of length of time, should be reported immediately to the MSJ Police Department.

Resident students may name a confidential contact person or persons whom College Officials or MSJ Police can notify if they are missing. Residents wishing to utilize this resource should do so by obtaining a missing person contact card at the MSJ Police office. In the event the student is under the age of 18 a custodial parent or guardian will be notified. Notifications to confidential contacts, custodial parents or guardians will occur within 24 hours.

While the confidential contact information is limited to resident students. All reports of missing students will be investigated thoroughly by the MSJ Police Department. Confidential Contact Cards can be obtained in the MSJ Police office.

DRUGS AND ALCOHOL

The College of Mount St. Joseph seeks to provide an environment in which students may experience intellectual, emotional, physical, social, and personal growth. The development of the capacity to make informed decisions about drugs, including responsible choices about the consumption of alcohol, is a significant component of personal growth. The responsibility for making informed choices regarding drugs and the use of alcohol rests with all members of the College community: students, faculty, and staff.

A comprehensive drug and alcohol education program supports members of the College community in making informed and responsible decisions about drugs and alcohol. This program has three primary components: first, to provide members of the College community with education regarding the academic, social, legal, and health-related effects of drug and alcohol use and misuse; second, to provide access and referral for the assessment of and treatment for individuals with drug and alcohol-related problems in cooperation with community agencies; and third, to provide for individual freedom while promoting the health, safety, and welfare of all members of the College community. It is assumed that the College’s
commitment to providing education in addition to health, counseling, and ongoing support services will be matched by responsible behavior with respect to alcohol and other drugs.

The College’s drug and alcohol policy applies to students and to student organizations conducting activities and events on and off campus and supplements, rather than replaces, the Student Life Standards and Disciplinary Policy and Procedure, including all policies, offenses, procedures and sanctions set forth therein. This policy also applies to a student’s misusing a drug prescribed by a physician. For more information for employees, please refer to the Alcohol Use and Availability Policy in the Employee Handbook. For more information for students, please refer to the Drug & Alcohol Policy and Guidelines in the Student Handbook.

The College of Mount St. Joseph, as part of our comprehensive Alcohol, Tobacco and Other Drug programming requires all first year students to take AlcoholEdu for College, an online course that teaches about alcohol use/abuse. See the following link for general information.

http://www.everfi.com/alcoholedu-for-college

The College of Mount St. Joseph prohibits the illegal use, possession, sale, manufacture, or distribution of drugs, including alcohol, and drug paraphernalia. In addition, the misuse of substances that present physical or psychological hazards to individuals is prohibited. It is the College’s intention that its policies comply with State, Federal and local laws governing the use, distribution, and consumption of alcohol.

**CRIME STATISTICS AND SITE CODE DESCRIPTIONS**

The following site code descriptions are used in the crime statistics chart on the following pages.

- **On Campus:** Means any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but
controlled by another person, is used by students, and supports institutional purposes

• **On-Campus Residential:** Facilities for students are a subset of the “on campus” category, and include crimes reported to have occurred in residence halls, apartments, and houses in the reasonably contiguous geographic area, that are owned or controlled by the institution.

• **Non-Campus:** Means any building or property owned or controlled by a student organization recognized by the institution; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution’s educational purposes, is used by students, and is not within the same reasonably contiguous geographic area of the institution.

• **Public Property:** All public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, street, or other thoroughfare, or parking facility.
<table>
<thead>
<tr>
<th></th>
<th>On Campus</th>
<th>On Campus Residential</th>
<th>Non-Campus</th>
<th>Public Property</th>
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<tr>
<td>Murder/Homicide</td>
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FIRE DRILLS IN SETON CENTER RESIDENCE HALL

Fire drills will be conducted randomly and at the discretion of the Campus Police Department. At least two fire drills will occur per academic year.

FIRE STATISTICS AND FIRE SAFETY RELATED RESIDENCE HALL POLICIES

Candles – Candles, incense or other open flame items are strictly prohibited in the residence hall.

Extension Cords - Home-style electrical extension cords and plug expanders (e.g., octopus plugs, cube taps, and other multi-plug adapters and splitters) are not allowed for use in the Seton Residence Hall. Extension cords that do not fit the approved ratings will be confiscated as will plug expanders (e.g., octopus plugs, cube taps, splitters, etc).

Surge Protectors - Where an adequate number of receptacles are not readily available, UL listed plug strips are permitted provided that they are no longer than six feet, are equipped with a fuse or circuit breaker, and are plugged into a permanently installed receptacle. These are the only type of extension cords or plug expanders that are allowed in the Seton Residence Hall. This is a very important fire safety rule - overloaded extension cords can cause fires! Extension cords that do not fit the approved ratings will be confiscated as will plug expanders (e.g., octopus plugs, cube taps, splitters, etc).

Fire Alarms –Fire drills are held periodically to ensure safety of students. When the alarm sounds: you must exit the building immediately. Do not call the Seton Center Front Desk unless you have emergency information.

- Learn the location of all fire exits, fire alarms, and fire extinguishers on your floor.
- If the alarm sounds, put on your shoes, get a coat (if necessary), lock your door, and the leave the building by the nearest stairway possible. Do not use the elevators! You may return only upon authorization of a staff member.
- Smoke detectors or sprinklers have been installed in every student room. At the beginning of the fall and spring semesters, the College provides replacement batteries for each unit. It is the responsibility of the resident(s)
to keep the battery in the unit. If a battery is found removed, the resident(s) will be subject to disciplinary action.

- The greatest danger in College buildings is not from flames, but from smoke. Fire doors in the residence hall and stairways hinder the spread of smoke and must be closed at all times.
- Do not take chances with fire – even a small one can get out of control quickly. If a fire cannot be extinguished with available equipment, activate the nearest fire alarm.
- Pulling a false fire alarm, tampering with fire equipment, or the false reporting of an emergency to the police or fire department is punishable under Ohio Revised Code 2917.32 as a first degree misdemeanor. Conviction carries a maximum $1000 fine and 6 months in jail. College judicial action also results.
- Unauthorized use of, tampering with, or damaging emergency or safety equipment is punishable under Ohio Revised Code 2909.07 as a third degree misdemeanor. Conviction carries a maximum $500 fine and/or 60 days in jail. College judicial action also results.
- Interference with and/or non-adherence to emergency evacuation procedures or drills is punishable under Ohio Revised Code 2917.13 and Ohio Fire Code FM106.4. College judicial action also results.
- Setting or intentionally starting a fire on campus is prohibited.
- Fishnets, parachutes, flags, tapestries, or other types of cloth or roped items may not be suspended from room ceilings because this constitutes a fire hazard.
# 2010, 2011, and 2012 College of Mount St. Joseph Residence Hall Fire

## 2010 College of Mount St. Joseph Residence Hall Fire Statistics

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Cause</th>
<th>Number of Injuries</th>
<th>Number of Deaths</th>
<th>Damage Estimate</th>
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<tbody>
<tr>
<td>7/9/2010</td>
<td>Smoke Alarm</td>
<td>Construction</td>
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<td>7/14/2010</td>
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<td>Fire Drill</td>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<td>9/10/2010</td>
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<td>Burnt Food</td>
<td>0</td>
<td>0</td>
<td>$0.00</td>
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<tr>
<td>9/23/2010</td>
<td>Water Flow</td>
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<td>0</td>
<td>0</td>
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<td>N/A</td>
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## 2011 College of Mount St. Joseph Residence Hall Fire Statistics

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Cause</th>
<th>Number of Injuries</th>
<th>Number of Deaths</th>
<th>Damage Estimate</th>
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</thead>
<tbody>
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<td>1/11/2011</td>
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<td>9/28/2011</td>
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## 2012 College of Mount St. Joseph Residence Hall Fire Statistics

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Cause</th>
<th>Number of Injuries</th>
<th>Number of Deaths</th>
<th>Damage Estimate</th>
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</thead>
<tbody>
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<td>1/12/2012</td>
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Seton Center Fire Alarm System is Equipped with the following

<table>
<thead>
<tr>
<th>24 Hour Monitoring</th>
<th>Smoke Detectors</th>
<th>Sprinkler Systems</th>
<th>Pull Stations</th>
<th>Audio/Visual Warning</th>
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<tr>
<td>X</td>
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FUTURE IMPROVEMENTS TO FIRE SAFETY SYSTEMS

All fire alarm systems are maintained at their present capabilities and tested in accordance with current regulations. Improvements are implemented concurrently with facility renovation.