



# JOHN BROWN UNIVERSITY

Ireland Campus

Annual Security Report  
&  
Annual Fire Safety Report

2018

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## **Introduction**

On November 8, 1990, President Bush signed the “Student Right to Know and Campus Security Act of 1990.” The Act applies to every institution of higher education that receives federal financial aid. Title II of the Act was called the “Campus Crime Awareness and Campus Security Act of 1990.” It requires institutions of higher education to distribute to all current students and employees, and applicants for enrollment or employment, two types of information: (1) Descriptions of policies related to campus security, and (2) Statistics concerning specific types of crimes. Amendments enacted in 1998 renamed Title II, and it is now known as the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.” The amendments require the disclosure of crimes that are reported to police and campus officials other than police, along with a breakdown of locations of criminal activity to be specified as on-campus, non-campus, residence hall or public property.

## **Annual Security Report**

### **Campus Safety Officers Presence**

JBU Campus Safety Officers (CSO) are public safety officers that patrol the campus 24 hours a day, year round, and assist students, faculty, staff, and visitors with safety and security matters. They have the authority to allow or restrain access to all university buildings including student residential areas.

### **Campus Safety Law Enforcement Authority**

Campus Safety Officers do not have police arrest authority, but will assist the Belfast Police Department, who has full authority on campus to make traffic stops, conduct arrests, criminal investigations, and intervention as defined by national and city laws. All crimes of violence, alcohol and/or drug related will be referred to the Belfast Police Department.

### **Contacting Campus Safety / Reporting Crimes and Other Emergencies on Campus**

The campus community is encouraged to call the Belfast Police Department when they witness criminal acts or any suspicious activity on campus.

If a student, faculty, or staff member does not feel comfortable reporting the crime directly to the Campus Safety Department, they are encouraged to report the crime to a Campus Security Authority (CSA). A CSA, as defined by the US Department of Education, is someone who has significant responsibility for student and campus activities. CSAs, to whom crimes may be reported include:

- Student Development Staff, including RAs and other student workers

- Athletics Staff, including student workers
- Campus Safety Staff, including student workers

Pastoral and professional counselors are exempt from CSA reporting requirements, but if and when they deem appropriate, they are encouraged to inform the persons they are counseling of procedures to report crimes on a voluntary, confidential basis.

## **Campus Community Emergency Notification**

The crisis communication system, Lakeside Alert (LA), has procedures for the coordination of communications with the university, and between the university, the media and the public with time sensitive information in the event of an emergency.

John Brown University will immediately, without delay, and taking into account the safety of the JBU community, determine the content of the notification, and initiate the LA notification system, unless the notification will, in the professional judgment of the responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

JBU authorities will first determine if there is an emergency, and confirm that there is a significant emergency, and who to notify, determine the content of the notification, then immediately initiate the LA notification process.

All emergencies should be reported immediately Lakeside staff or by calling the Belfast Police Department.

Once an emergency situation occurs on campus, Lakeside staff can assess the nature and scope of the emergency; relay vital information to the campus community that could be affected by the emergency, and to communicate with other emergency responders, to assist them in their response to the emergency situation.

The LA system will issue a warning to the community to take immediate and appropriate action to prevent a potential life threatening event from occurring.

Upon activating the LA system, appropriate JBU staff will be notified and briefed on the situation at hand. Campus Safety will continue to monitor the situation, working with local authorities as they respond to the situation, and to provide timely updates to the LA system as needed.

JBU participates in emergency tests of the LA system, and evacuation drills at least once a year to assess and evaluate emergency procedures. The evacuation drills, and emergency preparedness training are done in partnership with the Campus Safety Department, and the local fire department. These drills and exercises are conducted as either an announced or unannounced exercises, to further develop our response to any emergency situation.

## **Campus Facilities Security and Access**

Interior and exterior doors of campus buildings are locked each evening by security officers. Faulty locks or other security deficiencies are reported daily by Campus Safety officers to staff for repair or replacement.

The Director or Residence Life and other Residence Life staff are on duty in residence halls to monitor access to buildings and to provide assistance to the students.

Exterior doors to the residence halls are locked at midnight. Only the main entrance to each hall can be used at these times. Campus Safety officers regularly patrol the campus and check exterior and interior doors and grounds several times each evening to ensure the security of the residence halls and other campus facilities.

Exterior lighting is an important part of the University's commitment to safety and security. Parking lots, walkways, and building exteriors are well lighted. Formal surveys of exterior lighting on campus are conducted by Campus Safety officers on a routine basis and reported to the Facilities Services director for repair or replacement. Members of the campus community are encouraged to report any exterior lighting problems, safety, security, or maintenance concerns to the Facilities Services Department.

## **Crime Prevention Programs**

### **Safety Presentations**

Campus Safety conducts various safety presentations for student and employee groups on campus.

### **Publications**

Campus Safety publishes weekly safety information in student and employee newsletters.

## **Procedure If a Student Is Reported Missing**

If a member of John Brown University's Community has a reason to believe that a student is missing, they should immediately notify the Campus Safety Department, who will notify Student Development Staff. All possible efforts will be made to locate the student to determine his or her state of health and well-being through the collaboration of the Campus Safety Department and the student life staff. The Campus Safety Department will work with the Student Development staff to make a welfare entry into the student's room.

The Campus Safety Department will coordinate with the Belfast Police Department, and enlist their help in investigating the circumstances involved with the missing student, through contact with friends, and/or associates of the student when the student has been considered to be missing for more than 24 hours. Whether or not the student has been attending classes, labs, and scheduled organizational or academic meetings will be established. If located, verification of the

student's state of health and intention of returning to the campus is made. When and where appropriate, a referral will be made to the campus health officials.

If the student is not located, notification of the family and the local law enforcement within 24 hours of receiving the initial report is made, to determine if they know the whereabouts of the student. Appropriate family members or associates are encouraged to make an official missing persons report with local, national, or international law enforcement agencies.

If the missing student is under the age of 18, and is not an emancipated individual, the Vice President of Student Development, or his replacement, who is responsible for the student will notify the student's parents or legal guardian immediately after the law enforcement agency with jurisdiction has determined that the student has been missing for more the 24 hours. The Campus Safety Department and Student Development staff will cooperate, aid, and assist the primary investigation agency in all ways prescribed by law. Upon closure of the missing person investigation, all parties previously contacted will be advised of the status of the case. All students, faculty and staff have the option to identify confidentially an individual to be contacted by the university, in the event the student is determined to be missing for more than 24 hours.

If a student has identified such an individual, the Student Development staff will notify the individual no later than 24 hours after the student has been determined to be missing.

## **Alcohol and Drug Policy**

### **Behavioral Expectations**

The behavioral expectations of JBU for every member of its community include the prohibition of possession, use, or distribution of illicit drugs and alcohol on its property or as part of its activities.

### **Treatment Support**

Every employee of JBU with a drug and/or alcohol concern is provided one session with a university counselor for the purpose of assessment and referral to an appropriate therapist and/or agency in the area. Students may have as many sessions with a university counselor as the counselor deems necessary. Assessment and/or referral may be part of the process.

### **Behavioral Review and Actions**

Students at JBU who are involved with alcohol and/or drug use or abuse are subject to review by the campus judicial system. The judicial process facilitates awareness, understanding, and restitution while encouraging desirable behavior and inhibiting undesirable behavior. The specific sanctions of the judicial process are as follows: admonition, formal warning,

developmental contract, disciplinary probation, restitution, fines, and denial of privileges, suspension, and dismissal.

Employees involved with alcohol and/or drug abuse are subject to review by the appropriate administrators. An employee who violates the code of conduct (which includes drug and alcohol abuse) is subject to discharge. Students and/or employees who sell illicit drugs will have their relationship with the college terminated along with being referred to local authorities for prosecution.

### Effects of Alcohol

Even the moderate use of alcohol can produce consequences such as impaired physical activity, slowed mental alertness, and dulling of conscience. Heavy drinking increases the inability of an individual's control or judgment. Heavy drinking over long periods of time reduces both the quality and length of life. Lowered resistance to disease and irreversible damage to organs such as the brain, heart, liver, kidneys, and stomach can occur. Beyond the physical problems lies social destruction, including dysfunctional family living.

### Effects of Drugs

The following negative effects from the use of illicit drugs are cited to describe the danger involved in drug abuse:

- Cocaine – dependency, increased blood pressure, seizures, cardio respiratory collapse, severe mental disorders

- Amphetamines – temporary psychosis, dependency, heart disorders

- Marijuana – dependency, loss of coordination, brain lesions, lung tissue damage

- Barbiturates – addiction, apathy, loss of self-control, convulsions, coma

- LSD – hallucinations, recurring effects (flashbacks), brain damage, chromosomal breakdown

- Heroin – lethargy, convulsions, coma, liver problems, mental deterioration

### State and Federal Penalties for Illicit Alcohol

Under the Arkansas criminal code, it is illegal for a person under the age of 21 years to use or possess alcohol. Possession of alcohol in Arkansas by anyone under 21 years of age is a class C misdemeanor which carries maximum penalty of one year in jail and a \$1,000 fine. A person can serve up to 30 days in jail and pay a \$100 fine for the crime of public intoxication. For furnishing an alcoholic beverage to a minor, the penalty can be as high as \$500 and a one-year jail term (which can be increased to five years in the state penitentiary upon a second conviction). Various other offenses, such as minor-in-possession, furnishing alcohol to alcoholics or intoxicated persons, and possession or sale of untaxed liquor can carry fines up to \$500 or six months in jail, or both.

### Illicit Drugs

Under Arkansas law the fine for manufacturing or delivering (or possession with the intent to

manufacture or deliver) a controlled substance ranges from \$10,000 to \$250,000, depending on the classification of the substance. Prison terms for this crime range from 15 to 40 years, or life. Furthermore, these penalties may be doubled if the crime involves distribution of a narcotic drug to a minor.

Simple possession of a controlled substance in a relatively small quantity carries penalties ranging from a \$1,000 fine/one year in prison for a first offense, to \$10,000/ten years in prison for a third offense or possession of a Schedule or Schedule II substance (such as cocaine).

The criminal sanctions under federal law for manufacturing or distributing (or possessing with the intent to manufacture or distribute) a controlled substance are similar to those under state law: three- to 30-year prison sentences and fines from \$10,000 to \$250,000. Likewise, simple possession of a controlled substance carries a \$5,000 fine, a one-year term of imprisonment, or both for a first offense. These penalties are doubled for subsequent offenses.

#### Review of Drug and Alcohol Abuse Statement

This statement is subject to biennial review by John Brown University in order to implement necessary changes and to ensure consistent application.

#### Requirement to Report Violations

It is a requirement of the Drug-Free Workplace Act of 1988 that work-place drug convictions of employees be reported by the employee to his/her employer within five days of conviction. A condition of employment at JBU is that this requirement be adhered to.

#### Requirement to Support Drug-Free Policy

It is also a condition of employment that employees understand and support the Statement for the Prevention of Drug and Alcohol Abuse at John Brown University.

### **Drug and Alcohol Abuse Education Programs**

Residence life conducts seminars, posts information, and makes announcements in student publications.

### **Policy On Sexual Assault, Dating/Domestic Violence, Stalking and Harassment**

The university is committed to the preservation of human dignity and the protection of students, and is particularly concerned about the possibility of student harassment, whether sexual, racial, ethnic, or any other type. Harassment in any form - verbal, physical, or visual - is strictly against university policy and will result in immediate disciplinary action. Harassment of any type is strictly prohibited. It is a violation of state and local law and University regulations to commit a sexual assault (including rape).

## Definitions-

- **Harassment** is difficult to completely define but certainly includes slurs, threats, derogatory comments, unwelcome jokes, teasing or sexual advances, and other similar verbal or physical conduct. Under this policy, harassment is verbal or physical conduct that denigrates or shows hostility or aversion toward a person because of his/her race, color, sex, national origin, age, disability, marital status, citizenship or any other characteristic protected by law or that of his/her relatives, friends or associates, and that: (i) has the purpose or effect of creating an intimidating, hostile or offensive environment; (ii) has the purpose or effect of unreasonably interfering with an individual's performance; or (iii) otherwise adversely affects an individual's opportunities. Harassing conduct includes, but is not limited to: epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes; and written or graphic material that denigrates or shows hostility or aversion toward an individual or group and that is placed on walls or elsewhere on the campus or at outlying centers, or circulated in the workplace. Harassment on the basis of any other protected characteristic is also strictly prohibited.
- **Sexual harassment** is unwelcome conduct of a sexual nature and may include a range of subtle and not so subtle behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include, but are not limited to: unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering, whistling or touching; insulting or obscene comments or gestures; display of sexually suggestive objects or pictures; and other physical, verbal or visual conduct of a sexual nature.
- **Sexual assault** is attempted or unwanted sexual activity. Rape is defined as sexual penetration without mutual consent.
- **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.
- **Exploitation** occurs when an individual takes sexual advantage of another person for his/her own advantage or benefit, or to benefit or advantage anyone other than the one

being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses.

## Consent

Conduct of a sexual nature is unwelcome or nonconsensual if it is offensive or not requested or invited. Silence, acquiescence or failure to complain prior to or during the conduct does not imply that the conduct is welcome or consensual. Coercing someone into sexual activity violates this policy in the same way as physically forcing someone into sex. Coercion happens when someone is pressured unreasonably for sex. When alcohol or other drugs are being used, a person will be considered unable to give valid consent if they cannot fully understand the details of a sexual interaction (who, what, when, where, why or how) because they lack the capacity to reasonably understand the situation. Individuals who consent to sex must be able to understand what they are doing.

Consensual romantic relationships in which one party maintains a direct supervisory or evaluative role over the other party poses a conflict of interest and may be less consensual than perceived by the individual whose position confers power. As such, persons with direct supervisory or evaluative responsibilities must bring those relationships to the timely attention of their supervisor.

## Notice Of Non-Discrimination Or Non-Retaliation

These policies should not, and may not, be used as a basis for excluding or separating individuals of a particular gender, or any other protected characteristic, from participating in academic and social activities or discussions. In other words, no one should make the mistake of engaging in exclusion in order to avoid allegations of harassment. The law and the policies of John Brown University prohibit disparate treatment on the basis of sex or any other protected characteristic, with regard to terms, conditions, privileges and perquisites of attendance. The prohibitions against harassment and retaliation are intended to complement and further those policies, not to form the basis of an exception to them.

The prohibited sex discrimination covers sexual harassment, including sexual violence [domestic violence, dating violence, sexual assault, etc.]. Inquiries concerning the application of nondiscrimination, violence against women act and the campus crime act may be referred to the Title IX Compliance Officer, currently Vice President for Finance, Kimberly Hadley, at [complianceofficer@jbu.edu](mailto:complianceofficer@jbu.edu).

## Reporting Procedures

If a sex offense, domestic violence, dating violence, sexual assault, or stalking has occurred there are several options available:

- Contact Campus Safety to make a report if the assault happened on JBU property. (This can be done anonymously.) [www.jbu.edu/life/safety/](http://www.jbu.edu/life/safety/)
- Contact police (from the area where the assault happened) to make a report if the assault occurred off-campus.

- Seek medical attention.
- Make a decision to do one or more of the above at a later date or take no action.

In whatever option the individual chooses, it is vital to note the importance of preserving evidence as it may be necessary to the proof of criminal domestic violence, dating violence, sexual assault, stalking, or exploitation in obtaining a protection order from law enforcement.

John Brown University strongly encourages reporting of all perceived incidents of harassment or retaliation, regardless of the offender's identity or position. Individuals who believe that they have been the victim of such conduct are strongly encouraged to discuss their concerns with their Resident Director, the Dean of Students, the Vice President for Student Development, or the University's Title IX compliance officer (currently, the Vice President of Finance and Administration, Kimberly Hadley) at [complianceofficer@jbu.edu](mailto:complianceofficer@jbu.edu). John Brown University encourages the prompt reporting of complaints or concerns so that rapid and constructive action can be taken. While no fixed reporting period has been established, early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of harassment. Any reported allegations of harassment, discrimination or retaliation will be investigated in a prompt, fair, and impartial manner.

The victim has the right to file a criminal complaint. There are several options regarding how to file a complaint with law enforcement and campus authority:

1. The victim may themselves notify proper law enforcement, including Campus Safety or local police
2. The victim may be assisted by Campus Safety in notifying law enforcement
3. The victim may decline to notify such authorities

### Retaliation

The institution will not only take steps to prevent retaliation but will also take strong responsive action if it occurs. Retaliation against an individual for reporting harassment or discrimination or for participating in an investigation of a claim of harassment or discrimination is a serious violation of this policy and, like harassment itself, will be subject to disciplinary action. Acts of retaliation should be reported immediately and will be promptly investigated and addressed. Misconduct constituting harassment, discrimination or retaliation will be addressed.

When needed, the institution will assist the victim in attaining protective measures, no-contact orders, restraining orders, or similar lawful orders.

### Protective Measures

The victim may request and have the option to protective measures such as changes in academic, living, transportation, and working situations, if such accommodations are reasonably available regardless of whether the incident is reported to campus safety or local law enforcement. These may include, but are not limited to, providing an escort between classes, moving residence halls, providing academic services, and changing work positions or time schedules.

## Campus And Community Services

Victims may contact any of the following resources for confidential information concerning counseling, mental health, or medical services:

- Campus Safety Department
- Residence Life Department

## Institutional Procedures

The institution will work diligently to investigate all reports of harassment, sexual harassment, sexual assault, dating violence, domestic violence, stalking and exploitation. The institution shall provide a prompt, fair and impartial investigation in a manner that protects the safety of the complainant and promotes accountability. The investigation will be conducted by officials that have received training on issues related harassment, sexual harassment, sexual assault, dating violence, domestic violence, stalking and exploitation and how to conduct an investigation and hearing process.

The institution will use a preponderance of the evidence standard, simply, that it is more likely than not that sexual misconduct or violence occurred.

All parties will have equal opportunity to present relevant witnesses and evidence.

The complainant and the accused are entitled to the same opportunities to have others present during institutional proceedings, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice.

The institution will begin investigating all reports immediately. A full investigation of the complaint, pending consent from the complainant [see “Confidentiality” section for more information] will begin within 7 calendar days. A typical investigation can take up to 60 calendar days, after this time, both parties will receive a response regarding the outcome of the complaint. If either party wishes to file an appeal, this needs to be received within 7 calendar days of receiving notice of the official outcome.

Written notification of the outcome of proceedings will be sent to both parties at the same time. At that time, the procedures for the accused and the victim to appeal the results will also be provided.

The institution will take steps to prevent recurrence of any harassment and correct its discriminatory effects on the complainant.

Responsive action to the incident of harassment, sexual harassment, sexual assault, dating violence, domestic violence, stalking or exploitation may include, but is not limited to, training, referral to counseling and/or disciplinary action such as warning, reprimand, housing reassignment, temporary suspension, dismissal or employment termination, as JBU believes

appropriate under the circumstances. Additional policies and procedures as relevant may apply. See the Employee Handbook and the Student Handbook.

### Confidentiality

The institution will inform and obtain consent from the complainant before beginning an investigation. If the complainant requests confidentiality or asks that the investigation not be perused, the institution will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality. If the complainant asks for his or her name to not be disclosed, the institution's ability to respond will be limited but will include steps to limit the effects of the alleged harassment and prevent its recurrence.

Publicly-available recordkeeping will be accomplished without the inclusion of identifying information about the complainant, to the extent permissible by law.

### Preventative Programming

The institution will take proactive measures to prevent and create awareness of harassment, sexual harassment and violence. This will include educational programs to promote awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault, stalking and exploitation.

The institution will provide these programs for incoming students and new employees that will include what constitutes harassment, sexual harassment and violence; the school's policies, filing a complaint, and disciplinary procedures; and the consequences of violating these procedures. These programs will also include safe and positive options for bystander intervention that an individual may take to "prevent harm or intervene" in risky situations; recognition of warning signs of abusive behavior and how to avoid potential attacks; and information on what to do if a student has been a victim of sexual harassment or violence, including the contact information for counseling.

The institution will also provide ongoing prevention campaigns for students and employees on the above.

### Bystander/Community Intervention

John Brown University encourages reporting of all perceived incidents harassment, sexual harassment, sexual assault, dating violence, domestic violence, stalking and exploitation. If any person witnesses an incident occurring, he or she is encouraged to report it to Campus Safety, a Resident Director, the Dean of Students, the Vice President for Student Development, or the University's Title IX compliance officer. Any person who reports a situation shall be provided a written explanation of the Complainants' rights and options.

## **Programs to Prevent Sexual Harassment, Sexual Assault, Domestic Violence, Dating Violence and Stalking**

Residence life conducts seminars, posts information, and makes announcements in student publications.

### **Campus Sex Crimes Prevention Act**

The Campus Safety Department maintains information on registered sex offenders for John Brown University. The office will be responsible for making notification regarding registered sex offenders associated with the University consistent with the state guidelines pursuant to Arkansas Code Annotated 12-12-901 and 12-12-1301-1303.

A written summary of campus guidelines and the notification plan for each offender will be maintained by the Campus Safety Department. Notifications will be made in conjunction and in cooperation with the Belfast Police Department and in consultation with the President's Cabinet.

Additional information can be obtained by contacting the Campus Safety Director.

### **Campus Crime Statistics**

As of August 1, 1991, the Crime Awareness and Campus Security Act of 1990 established a uniform standard for all colleges to begin collecting statistics for the following crimes on campus: murder, rape, robbery, aggravated assault, burglary, and motor vehicle theft. In addition, colleges must also maintain records of all arrests for liquor law violations, drug abuse violations, and weapons possession. In August 1999, the Crime Awareness and Campus Security Act now referred to as the Jeanne Clery Disclosure of Campus Policy and Campus Crime Statistics Act was amended to state that categories of crimes that must be reported include even incidents that are processed through campus judiciary channels. These would include arson, alcohol and/or drug incidents, and weapons violations.

The following statistics, provided in compliance with the Jeanne Clery Disclosure of Campus Policy and Campus Crime Statistics Act, are for your information. If you have any questions, contact the Campus Safety office during normal business hours.

#### **On Campus - Residence Halls**

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	2016	2017	2018
Violent Crimes:			
Murder (Non-Negligent Homicide)	0	0	0
Manslaughter (Negligent Homicide)	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0

Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Hate Crimes	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Property Crimes:			
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Liquor Law, Drug Abuse Law, and Weapons Possession Arrests/ Disciplinary Actions			
Liquor Law Arrests	0	0	0
Liquor Law Disciplinary Actions	0	0	0
Drug Abuse Arrests	0	0	0
Drug Abuse Disciplinary Actions	0	0	0
Weapons Possession Arrests	0	0	0
Weapons Possession Disciplinary Actions	0	0	0

On Campus - Non-Residence

	2016	2017	2018
Violent Crimes:			
Murder (Non-Negligent Homicide)	0	0	0
Manslaughter (Negligent Homicide)	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Hate Crimes	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Property Crimes:			
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

Liquor Law, Drug Abuse Law, and Weapons Possession  
Arrests/ Disciplinary Actions

Liquor Law Arrests	0	0	0
Liquor Law Disciplinary Actions	0	0	0
Drug Abuse Arrests	0	0	0
Drug Abuse Disciplinary Actions	0	0	0
Weapons Possession Arrests	0	0	0
Weapons Possession Disciplinary Actions	0	0	0

#### Non-Campus Buildings

	2016	2017	2018
<b>Violent Crimes:</b>			
Murder (Non-Negligent Homicide)	0	0	0
Manslaughter (Negligent Homicide)	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Hate Crimes	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
<b>Property Crimes:</b>			
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
<b>Liquor Law, Drug Abuse Law, and Weapons Possession Arrests/ Disciplinary Actions</b>			
Liquor Law Arrests	0	0	0
Liquor Law Disciplinary Actions	0	0	0
Drug Abuse Arrests	0	0	0
Drug Abuse Disciplinary Actions	0	0	0
Weapons Possession Arrests	0	0	0
Weapons Possession Disciplinary Actions	0	0	0

#### Public Property Adjacent to Campus

	2016	2017	2018
<b>Violent Crimes:</b>			
Murder (Non-Negligent Homicide)	0	0	0
Manslaughter (Negligent Homicide)	0	0	0
Rape	0	0	0
Fondling	0	0	0

Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Hate Crimes	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Property Crimes:			
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Liquor Law, Drug Abuse Law, and Weapons Possession Arrests/ Disciplinary Actions			
Liquor Law Arrests	0	0	0
Liquor Law Disciplinary Actions	0	0	0
Drug Abuse Arrests	0	0	0
Drug Abuse Disciplinary Actions	0	0	0
Weapons Possession Arrests	0	0	0
Weapons Possession Disciplinary Actions	0	0	0
Unfounded Crimes	2016	2017	2018
	0	0	0

## Annual Fire Safety Report

### Fire Systems and Safety

All campus buildings have fire escape routes and fire safety precautions clearly posted, including the locations of fire extinguishers and the nearest exit. In the event of a fire, follow the designated procedures quickly.

A fire of any size on campus, which can be described as “Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.” Must be reported to the Belfast Fire Department, and the Campus Safety Department, who will then respond to the location of the fire.

Be aware of where your fire extinguishers are in the building, and know how to use them if necessary to exit the building. Never use an extinguisher to put out a fire, unless it is a small fire that can be easily extinguished.

In case of a fire, or a fire alarm sounding within a building, immediately evacuate the building, and pull the fire alarm pull station, if available, when exiting the building to alert others. Then immediately call the Belfast Fire Department, and give the dispatcher the location of the fire, and then proceed to your designated rally point until fire or campus safety officials have given the “all clear” to re-enter the building. ALWAYS treat fire alarms as a real fire event.

All fire events, whether they be cooking, open flame, electrical, heating, machinery, hazardous products, or natural, whether unintentional, intentional (arson), or undetermined, will be recorded and listed in a Campus Fire Log, that is kept in the Campus Safety Office. These statistics will also include the number of deaths related to a fire, and the number of injuries that resulted in treatment at a medical facility, as well as the value of the property damage related to the fire.

Each semester the Campus Safety Department, in conjunction with the Resident Life Staff, conduct fire drills in each of the resident facilities. The drills are used to train campus staff and students to be able to quickly respond to a potential fire event within resident facilities on campus, provide accountability of personnel, and be able to respond immediately to a fire event.

### **Fire Alarm Systems in University Housing**

Residence Hall	Fire Detection System (Smoke, Heat, Ion)	Fire Suppression System	Fire Extinguishers Present	Redundant Monitoring System	Fire Drills Each Year
Lakeside	Yes	No	Yes	Yes	2

### **Policy on Flammable Materials, Explosives, Fireworks and Open Flames**

Candles (including birthday candles), open flames, and incense are not permitted in the residence halls, townhouses, or duplexes due to fire safety regulations. Students are subject to fines, or other disciplinary action for their use. A \$50 fine will be assessed for those who violate this policy. Precaution should be used with candle warmers. The wax can stain flooring, furniture and fabrics. Any damage from the wax will result in fines.

Fireworks are also prohibited on any university property. Specifically, fire crackers, black cats, bottle rockets, smoke bombs, rocket engines, cannons, or similar explosives (e.g. homemade pyrotechnic or non-pyrotechnic explosive devices) are prohibited on person, in vehicles, apartments, or in residence halls.

### **Fire Drills**

Fire drills are held once a semester. Fire drills are mandatory supervised evacuations of a building for a fire. The fire drill is scheduled with the department of Campus Safety, and the Residence Life staff. Evacuation route maps are posted, showing where the closest egress route

is and the assembly area outside. Students who fail to leave the building during a fire drill are fined and the incident is reported to the Dean of Students.

### **Fire Alarms and Evacuation**

If you are in a room and the fire alarm has sounded, do not open the door until you check for smoke around the door cracks and feel the surface of the door. If it is hot, do not open it. If the door seems cool, open it cautiously with your body braced firmly against it. While one hand is on the knob, hold one hand over the door opening to detect any blast of in-rushing heated air. If there is none, and the passageway is safe, proceed quickly to a clear exit, closing all doors behind you.

If the door is hot, do not open it. Seal up the cracks around the door with sheets, pieces of cloth, or whatever is handy. The door can hold back the dangerous heat and smoke. Hang a sheet out of the window to signal rescuers. Open the window slightly, as this will let the fresh air in and allow smoke to dissipate.

If you are trying to escape through a smoke-filled room or corridor, proceed as follows:

- 1) Heat and smoke rise, so move quickly in a crouching position to the nearest exit.
- 2) Place a towel or other cloth over your head and face. Breathing through the towel will help cool the air and filter the air of debris.
- 3) Take short breaths, breathing through your nose.
- 4) Cover your body with something that can easily be discarded if it catches fire. An example would be a wool blanket.
- 5) Try to remain calm.
- 6) Never reenter a burning building for any reason.

### **Campus Fire Log**

The Campus Fire Log lists all fire-related incidents in university residential facilities the past three years. The log is updated after each fire event. The log is available by contacting Campus Safety.

### **Reporting Fires on Campus**

Students reporting a fire should call the Belfast Fire Department. If the fire event is no longer a danger, they should contact the Resident Director or Campus Safety.

### **Fire Statistics for Residential Facilities**

<b>Lakeside Manor</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Number of Fires	0	0	0

Cause of Fire	-	-	-
Injured / Treated at Medical Facility	0	0	0
Deaths	0	0	0
Property Damage Value	0	0	0