



2014 CAMPUS SAFETY AND SECURITY REPORT: 2014 CAMPUS FIRE SAFETY REPORT:

The report published October 1, 2015 contains statistics for 2014, 2013 & 2012

**Eastern University (St. Davids)
1300 Eagle Rd., St. Davids, Pa. 19087**

This report is prepared in compliance with the Federal Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act of 1998 (formerly the Crime Awareness and Campus Security Act of 1990). The statistics are maintained and compiled by the Eastern University Department of Safety & Security. The report is available at: <http://www.eastern.edu/offices-centers/safety-and-security/clery-reporting> Information about the link to the report is disseminated via email and handout messages to all prospective and current faculty, staff, and students. A paper copy of this report is available upon request by contacting the Director of Safety & Security at 610-341-1720.

SECURITY AT EASTERN UNIVERSITY

At Eastern University, we believe that a safe campus is your right and your responsibility. Campus security is a team effort that involves the cooperation of all concerned: students, faculty and staff. The Department of Security & Safety and the Office of Student Development take a lead role and are an integral part of this team. Our goal is to foster a stable environment in which security is balanced with freedom of movement on an open campus. Eastern University welcomes neighbors and visitors to enjoy the park-like campus and to attend athletic and cultural events. The academic, athletic and administrative buildings are open to all students, faculty and staff. Access to residence halls is limited to students and guests as prescribed by student life policies enumerated in the *Student Handbook*.

CAMPUS WATCH CONCEPT

Because Eastern University is a small community, each member plays an important role in the protection of campus residents and property. All members of the campus community are asked to report any suspicious person, activity or security concern directly and immediately to a member of the residence life staff or a security officer.

DEPARTMENT OF SAFETY & SECURITY

Professionalism in the performance of its duties and accountability to the campus community are the top priorities of the Department of Safety & Security. The St. Davids campus is located in Radnor Township, Delaware County. The Village Apartments are located in Tredyffrin Township, Chester County. The Department maintains an excellent working partnership with the Radnor Township Police and the

Tredyffrin Township Police Department. Together, they provide police/security services to the campus community 24 hours a day, 7 days a week. Crime in the area is monitored by sharing information with the police. Eastern University does not have any noncampus locations or off-campus student organizations.

SECURITY OFFICERS

Security officers who are employees of the University including Security Officers, Sergeants and a Director are assigned to the Department of Safety & Security. Officers are not armed and do not have authority to arrest. Prior to employment, security officers undergo a thorough selection process. Candidates for employment must successfully pass a criminal record check, a background investigation, and interviews with the Director of Safety & Security and The Dean of Students. Candidates are expected to exhibit a history of integrity and who possess the skills necessary to function effectively in a Christian university environment.

A newly appointed security officer participates in 2 weeks of orientation training. In-service training includes CPR, crisis intervention, First Aid, and job related seminars. Officers receive a written evaluation prior to completing a 90-day probationary period. Officers must receive a suitable evaluation in order to continue employment. The security officers patrol the campus and its surrounding area in marked vehicles and on foot. All officers carry radiotelephones and can be reached directly by dialing extension 1737 from any campus telephone or by calling 610-341-1737 from any external landline or cell phone. The radio-telephone enables the officer to make outgoing calls to the local Police, Fire, Emergency Rescue Service or other services needed for a student, faculty or staff member.

In addition to patrolling campus and responding to calls for service and emergencies, officers secure campus buildings, provide shuttle transportation for students (on a limited basis and under specific guidelines), provide safety escorts after dark, enforce parking regulations, conduct driver testing for University vehicles, provide CPR and First Aid when needed, welcome visitors to campus and remain available to accommodate the security related needs of the community. All officers are trained to respond promptly to a call for service and immediately in cases of emergency.

Students and other members of the Eastern University community are encouraged to call Safety & Security when needed, especially to report crime and suspicious activity.

WORKING TOGETHER AND SHARING INFORMATION

All incidents that are reported to Safety & Security, including crime, are documented on an Incident Report. Reporting of crimes on a confidential basis is permitted. In addition, the date, location, type of incident and brief details of the incident are recorded on a [Department of Safety & Security Incident Journal Log](#). This log is available to students, faculty and staff for their review, and is the basis for this annual crime report that is distributed to all members of the community. The Department of Safety & Security communicates frequently with the Dean of Students regarding security, safety and service. The Director is available to meet with the Student Government Association, and other student staff, individuals and organizations. This enables all members of the campus community to share their concerns and suggestions regarding campus security. The occurrence of crimes and trends are reported by security alert bulletins on an as needed basis.

THE DEPARTMENT OF PLANT OPERATIONS AND CAMPUS SERVICES

The staff of the Plant Operations and Campus Services maintains Eastern University's buildings and grounds with an eye toward safety and security concerns. Standard operating procedures include regular inspection of all outdoor lighting systems and prompt repairs to any faulty equipment of locks that could affect the safety of the Eastern community. The Plant Operations staff is available, through an on-call system, for emergencies that occur outside of regular working hours.

ACCESS TO BUILDINGS

Officers of the Department of Safety & Security are responsible for locking and unlocking campus buildings according to scheduled use of these buildings during the academic year, as well as for special events. The Department also maintains regular contact with security departments at neighboring schools and with the local police regarding area criminal activity and emergencies. Residence Halls are secured by either access control cards or push button combination locks. The combinations are changed on a regular basis. During scheduled class hours, classroom and administrative buildings are open to the public.

Over extended breaks, the doors to residence halls and most academic spaces will be secured around the clock. Some facilities may have individual hours which may vary at different times of the year. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility.

RESIDENCE HALL SECURITY

About 1200 students live on campus in eight residence halls. A hall director is responsible for each residence building and resident assistants live on each floor. Men and women live on separate floors. All buildings have push-button combination or proximity-card access locks. All student rooms have key-operated locks.

REPORTING CRIME ON CAMPUS

Individuals who witness or become the victim of a crime on or near campus are expected to contact Eastern University Security immediately by dialing extension 1737, calling 610-341-1737, or by using one of the prominent security telephones strategically located on campus. A security officer will respond to begin an investigation and summon police if necessary. Security officers file a written report on all crime incidents. University policies on sexual assaults, sexual harassment, drug and alcohol use, and counseling services are enumerated in detail in the online *Student Handbook*.

CONFIDENTIAL REPORTING

Although we encourage the reporting of crime directly to the Department of Safety & Security, in some instances members of the campus community may choose to file a report with one of the other **Campus Security Authorities**. They include any member of the Department of Safety and Security, the Dean of Students or another member of the student development offices, the Coordinator of Housing, other Directors and Department Heads, Health Services, athletic coaches, advisors and some counselors.

Allegations of campus crime that a staff member becomes aware of and that were made in good faith must be reported to the Department of Safety & Security. "In good faith" means that there is a reasonable basis for reporting a crime, as opposed to basing a report on a rumor. Eastern University allows for confidential reporting of crime. Victims who do not want to pursue action within the University or the criminal justice system can make a confidential report. Eastern University Department

of Safety & Security can file a report of the incident without revealing the identity of the victim. The Radnor Township or Tredyffrin Township Police Department will be notified as well. The University will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available at the University for students in the College of Arts and Sciences, and outside resources are available for other students on a referral basis. The purpose of a confidential report is to comply with a victim's expressed wishes to keep the matter confidential, while taking steps to ensure the future safety of the victim and others.

With this information, the University can keep and disseminate accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the University.

EDUCATION AND PREVENTION

Before they spend their first night in a campus residence hall, students meet with the hall directors and resident assistants to review important security information. Resident students are an important part of the security team in each residence. The hazards of propping open entry doors, opening doors to strangers, and the need to report malfunctioning locks are stressed.

Each fall the director of Security speaks to the resident assistant's as a group, about security matters.

Security phone numbers and local Police and Fire/Ambulance numbers are distributed and posted by each phone. All security procedures are reviewed. Annually all students receive notice of the availability of the annual crime statistics as posted on the University Website. These statistics and important Security information are available to external community members and prospective students/families as well.

Eastern University currently contracts with 3rd Millennium Classrooms to provide evidence-based prevention and intervention programs, on-line to the University community, including "Alcohol Wise" and "Consent and Respect".

INCIDENT PREPAREDNESS DRILLS

The Emergency Notification System (e2Campus) is tested yearly to ensure that all systems are working properly. There are notices preparing the campus for these tests to remind the community that the system does exist and is a functioning system that can be relied on. The Safety & Security Department also coordinates with the Radnor Police Department to conduct Active Shooter Drills at the St. Davids campus. All of the University campuses are invited to participate. The drill is followed by a question and answer session with all participants to learn what we can build on.

RESIDENCE HALL GUESTS

All overnight guests must be registered with the resident assistant on duty. Students are responsible for their guests and must accompany them at all times. Visitors who are not with their hostess/host will be asked to leave the campus.

HOLIDAYS AND BREAKS

Students are required to vacate the campus during holidays and breaks. Students who are unable to make alternative housing arrangements are supervised by live-in staff members and/or resident assistants and may be required to consolidate into two or three floors or apartments during low occupancy periods. Security coverage continues uninterrupted during these times.

10 TIPS FOR STAYING SAFE

1. Always walk with a friend.
2. Walk in lighted areas only.
3. Walk quickly and with confidence.
4. Keep doors locked at all times.
5. Refuse to give access to buildings to anyone who doesn't have a key or know the combination. Don't allow any "tailgaters" into any building.
6. Call Security immediately if you feel threatened or see a person acting suspiciously.
7. Show your I.D. card to campus authorities when asked.
8. Do not give your phone number or addresses to people you do not know well.
9. Remind others of these tips.
10. Read and follow Security posters, signs and memos.

Timely Warnings SAFETY ALERTS

In the event of an emergency, or when a serious criminal incident has occurred- especially in situations that could pose an immediate threat to the community and individuals, the department will use appropriate channels to notify the Eastern University community and a campus wide "timely warning " will be issued- including printed Safety Alerts posted around campus, and email notifications. The decision to issue a Timely Warning is the responsibility of the Director of Safety and Security after consultation with the Dean of Students and the Vice Provost of Student Affairs.

EU Emergency Alert System

Should an emergency occur on any Eastern University campus or site, a text message or email will be sent to registered community members with the location, the problem, and what to do to stay safe. The message will be brief and to the point. Additional information will be disseminated through an all-community e-mail as soon as it is available. This system will be used for EXTREME EMERGENCIES ONLY and for nothing else. You must [register](#) in order to receive alerts. There is no charge for email alerts but, REGULAR TEXT MESSAGING FEES WILL APPLY ACCORDING TO YOUR CONTRACT WITH YOUR SERVICE PROVIDER AND MUST BE PAID BY YOU. THE FEE FOR A SINGLE TEXT MESSAGE RANGE FROM .15 per message to .75 per message received depending on the service provider. Registration is free of charge to subscribers, and is voluntary but highly encouraged. The provider for this instant text messaging system is e2Campus. General information about the service can be found at www.e2campus.com.

Sex Offender Registry and Access to Related Information

The federal Campus Sex Crimes Prevention Act went into effect on October 28, 2002.

The law requires institutions of higher education to issue a statement advising the campus community where state law enforcement agency information concerning registered sex offenders may be obtained. It also requires the sex offenders, already registered in a state, provide notice to each institution of higher education in that state, as to where the person is employed, carries on a vocation, or is a student. Pennsylvania's Megan's Law, 42 Pa.C.S. § 9799.1, requires the State Police to create and maintain a registry of persons who have either been convicted of, entered a plea of guilty to, or adjudicated delinquent of certain sex offenses. Additionally, the Pennsylvania State Police is required to make certain information on registered sex offenders available to the public through an Internet website. Information regarding registered sex offenders on the campus of Eastern University may be obtained from the following agencies, or at the following Web site <http://www.pameganslaw.state.pa.us>.

CRIME STATISTICS

Reporting of Campus Crime: Eastern University | St. Davids

Offense (Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Murder/Non Negligent Manslaughter	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Negligent Manslaughter	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Sex Offenses, Forcible (Rape, Sodomy, Sexual Assault w/object and Fondling)	2014	1	0	1	1	0
	2013	2	0	1	2	1
	2012	0	0	0	0	0
Sex Offenses, Non Forcible (Incest and Statutory)	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Robbery	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Aggravated Assault	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Burglary	2014	1	0	0	1	1
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Motor Vehicle Theft	2014	0	0	0	0	0
	2013	2	0	2	2	0
	2012	0	0	0	0	0
Liquor Law Arrests	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	1	0	0	1	0
Drug Law Arrests	2014	1	0	1	1	0
	2013	0	0	0	0	0
	2012	1	0	0	1	0
Weapons Law Arrests	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2014	29	0	0	29	29
	2013	28	0	0	28	28
	2012	6	0	0	6	6
Drug Law Violations Referred for Disciplinary Action	2014	6	0	0	6	6
	2013	2	0	0	2	2
	2012	5	0	0	5	5
Weapons Law Violations Referred for Disciplinary Action	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0

Offense (Crimes Not Reported By Hierarchy)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities
Arson	2014	0	0	0	0	0
	2013	0	0	0	0	0
	2012	0	0	0	0	0
Domestic Violence	2014	0	0	0	0	0
	2013	0	0	0	0	0
Dating Violence	2014	0	0	0	0	0
	2013	0	0	0	0	0
Stalking	2014	0	0	0	0	0
	2013	0	0	0	0	0

Hate Crimes

None of the crimes listed above manifested evidence of prejudice based on race, gender, religion, sexual orientation, ethnicity, or disability as prescribed by the Hate Crime Statistics Act (28 USC 534).

Sexual Discrimination and Title IX Policies

As a Christian academic community, Eastern University expects a sexual lifestyle that is consistent with biblical teaching. For our community, sexual intimacy is not acceptable apart from marriage. Eastern University is committed to providing an environment free from all forms of sexual discrimination, to include sexual assault, sexual violence, and sexual harassment for all members of its community; the below policies apply to visitors, contractors, and other third parties.

Definitions

Sexual Assault – the commission of a sex offense. It is a more general term which includes, but is not limited to, rape and sexual abuse. The Campus SaVE Act defines sexual assault as “an offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation (FBI).” If a person is unable to give consent, the behavior of the perpetrator is considered sexual assault. Persons are considered unable to consent if:

1. they are temporarily incapable of appraising their conduct due to a) the influence of alcohol or drugs or b) physical helplessness because they are unconscious or otherwise physically unable to communicate consent;
2. they are impaired because they are suffering from a mental illness which renders them incapable of appraising the nature of their conduct; or

3. they are under the age of 18. Having a sexual encounter with a person under such circumstances is considered sexual assault, even if the assailant is under the influence of alcohol or drugs.

Consent – a clear, voluntary, unambiguous, and positive agreement to engage in specific sexual activity through a sexual encounter. Consent cannot be inferred from the absence of a “no”; a clear “yes,” verbal or otherwise, is necessary.

Sexual Violence - sexual acts perpetrated against a person’s will where consent is not obtained or where a person is incapable of giving consent due to his/her use of alcohol or other drugs. It is a form of sexual harassment, and includes rape, sexual assault, sexual battery, sexual coercion, unwanted touching, dating violence, and sexually motivated stalking.

Domestic Violence - a “felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction...or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.”

Dating Violence - “violence committed by a person—(A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

- i. the length of the relationship
- ii. the type of relationship
- iii. the frequency of interaction between the persons involved in the relationship”

Stalking - “engaging in a course of conduct directed at a specific person that would cause a reasonable person to—(A) fear for his or her safety or the safety of others; or(B) suffer substantial emotional distress.”

Rape – forcing someone to have sexual intercourse, either vaginal, oral, or anal. The act may be perpetrated by a person who is either a stranger or an acquaintance of the victim. The force necessary can be any threat or physical force that places the victim in fear of anything, including but not limited to loss of job, lowered grades, injury, or death. The perpetrator does not need to use a weapon or to injure the victim in order or make the victim fearful.

Date Rape - also known as “acquaintance rape,” “social rape,” or “silent rape,” is rape by someone the person knows-friend, roommate, classmate, date, neighbor, professor, employer, co-worker, fiancé, lover or ex-lover, or casual acquaintance.

Sexual Abuse – forcing a person to engage in any sexual contact other than sexual intercourse. Sexual abuse means any touching of the sexual or intimate parts of another person, whether directly or through clothing, which is offensive to the victim and which could reasonably be understood as offensive. (See Sexual Harassment Policy for additional infractions not covered in this document).

Sexual Assault Policy

Sexual assault is a violation of Title VII of the Federal Civil Rights Act of 1964, Title IX of the 1972 Education Amendments Act, the Pennsylvania Human Relations Act, and the standards which Eastern University expects of its students. Sexual assault is a crime that involves power as the motive, sex as the weapon, and aggression as the method. Anyone can become a victim of sexual assault regardless of age, gender, race, appearance, or economic status. A person has the right to say “no” at any stage of an encounter.

However, a person does not have to say "no" for the attack to be considered a sexual assault. A person does not attract sexual assault by acting or dressing in a provocative manner. There is no evidence to support a link between physical attractiveness and sexual assault.

If you are sexually assaulted:

1. Immediately tell a trusted friend, a member of the Student Development staff, or CCAS counselor. You will need support throughout the process.
2. Seek medical attention immediately. Call your doctor or go to the hospital emergency room for treatment of any injuries and for collection of evidence for legal prosecution, even if you are not sure that you want to prosecute. You can decide later to prosecute, but the exam cannot wait. Seek medical assistance/forensic examination within 72 hours of the assault.
 - a) Bryn Mawr hospital, the local hospital, can provide medical services that can serve you in two ways, 1) to treat any injury or physical trauma your body may have, 2) to provide evidence in court, should you decide to press charges.
 - b) Medical personnel are required to make a report to the local police, but you have the right not to press charges.
3. Report the sexual assault to the police. They will inform you of your legal rights and help you collect evidence. You can decide whether or not to prosecute later. The Radnor police can be reached at **(610) 688-0503**.

4. Make a written report of all the events that led up to the sexual assault, the sexual assault event, and your behavior after the sexual assault. Include dates, times, and witnesses.
5. Seek counseling. Your Resident Assistant, Residence Hall Director, or a member of the Student Development Office can help you contact the Eastern University Counseling Center. A counselor can give confidential support, help in decision-making, and help the victim to move through the emotional and psychological processes from victim to survivor.
6. Report the sexual assault to any member of the Student Development Office staff. See **Complaint Procedures** below for more information on the process.
7. DO NOT:
 - a. clean up, wipe or wash with tissue, douche, bathe, shower, or change your clothes before you go to the hospital. Do not go to the bathroom, brush your teeth or chew gum, eat or drink, smoke. Do not brush your hair, wash your hands, clean/sanitize cuts or injuries obtained during the assault.
 - b. be afraid to tell others and report this crime to the police.
 - c. blame yourself. **This is not your fault.**

Additional Resources

Delaware County Women Against Rape offers free and confidential services. Contact their 24-hour hotline at **(610) 566-4342**.

Sex Discrimination Policy

Statement of Policy

Eastern University is committed to complying with all State and Federal laws prohibiting discrimination, including Title IX of the Education Amendments of 1972 and its implementing regulations, which prohibit discrimination on the basis of sex.

Prohibited Acts

Title IX of the Educational Amendments of 1972 states:

No person in the United States shall, on the basis of sex, be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any education program or any activity receiving Federal financial assistance.

Title IX, as it pertains to the Eastern University community, applies to but is not limited to, fair practices regarding: recruitment, admissions, housing, athletic, and extracurricular activities, rules and regulations, discipline, class enrollment, access to programs, courses, and internships, distribution of financial assistance, distribution of institutional resources, hiring practices, employment, promotion, and policies, among other things.

Title IX Coordinator

The Title IX coordinator responsible for Title IX compliance at Eastern University is Dr. Bettie Ann Brigham, Vice Provost for Student Development, Walton 200, St. Davids. Phone: **(610) 341-5823**, bbrigham@eastern.edu.

Complaint Procedures

Any person at Eastern University who believes that s/he has been discriminated against on the basis of sex (the “complainant”), by Eastern University students, faculty, staff or outside third parties is encouraged to promptly take the following actions:

1. Immediately communicate with the individual perceived as engaging in discriminatory conduct (the “respondent”) and request a proposed course of action to resolve the situation.
2. If the matter cannot be resolved at that level or if the complainant does not wish to or feel comfortable communicating directly with the respondent, then the complainant may make a complaint in writing within two weeks of the alleged discriminatory conduct to the Vice Provost for Student Development. If the Vice Provost for Student Development is involved in the acts that the complainant believes to be discriminatory, then the complaint should be made to the General Counsel.
3. The complaint should provide the following information.
 - a. The names, addresses and telephone numbers, if available, of the complainant and respondent;
 - b. Specific acts alleged, including dates, times and locations;
 - c. Names of any potential witnesses, including addresses and telephone numbers, if available
 - d. Actions taken by any party to address the discrimination, if any.

Investigation Procedures

The following procedures will govern all investigations of complaints alleging violations of this policy. Eastern reserves the right to deviate from these procedures only when such deviation is necessary to ensure appropriate processing of the investigation.

1. The investigation will begin within 10 work days¹ of the receipt of the complaint. Should the Vice Provost for Student Development be unavailable within the time frame, his/her designee will act instead. If the Vice Provost for Student Development or his/her designee is involved in the alleged discrimination, the complaint will be investigated by General Counsel.
2. The Vice Provost for Student Development, or his/her designee(s), will investigate allegations of violations of this policy.
3. If the complainant or the respondent is under 18 years of age his/her parent or legal guardian will be notified of the complaint via phone, e-mail or US mail.
4. The investigation should include interviewing the complainant and the respondent, as well as any relevant witnesses suggested by the complainant and the respondent.
5. The investigation should also include interviewing any additional witnesses or reviewing any documents deemed relevant by the Vice Provost for Student Development or his/her designee(s).
6. Confidentiality of the investigation will be maintained to the extent possible. If a complainant requests confidentiality or asks that the complaint not be pursued, Eastern will weigh the request for confidentiality against the following factors: the seriousness of the alleged harassment, the complainant's age, whether there have been other harassment complaints about the same individual, and the alleged harasser.²
7. If witnesses cannot be reached or are not available, the complaint will be investigated in their absence.
8. After all available information is reviewed and interviews are completed, the Vice Provost for Student Development or his/her designee(s) will:
 - a. Determine whether a violation of this policy has occurred, and if so, the appropriate response.
 - b. Notify the complainant and the respondent either verbally or in writing of the outcome of the investigation within five working days after the completion of the investigation.
 - c. Make recommendations to the appropriate supervisor/dean regarding discipline, if warranted.

¹Work days are defined as days in a row, when the University is open for business, excluding Saturday and Sunday.

² As outlined in the Dear Colleague letter and the Campus SaVE Act.

- d. Partner with departments, divisions, programs and Deans to take any corrective action as may be appropriate under the circumstances.
9. All complaints will be adjudicated as expeditiously as possible and generally within 30 work days.

Appeal Procedures

1. Within two weeks of being notified by the Vice Provost for Student Development or his/her designee of the decision regarding the investigation, either party may appeal the decision by submitting a written statement of the basis for the appeal to Judiciary Board.
2. Appeals will be heard by the aforementioned Judiciary Board who will hear/review statements (oral or written) from the parties and review evidence compiled by the Vice Provost for Student Development during his/her investigation. All appeals will be heard as expeditiously as possible and generally within 30 work days.
3. Eastern University believes that individuals involved in a sex discrimination investigation should be heard in final appeal by an impartial Judiciary Board with representation by at least one member from their primary constituency group (i.e., student, faculty or staff, which includes administration). Accordingly, members of the Judiciary Board shall reflect the primary constituency group of the complainant and the respondent.

When the alleged discrimination involves:	The Judiciary Board will be composed of:
Faculty and student	Faculty and student(s)
Staff and student	Faculty, staff and student(s)
Student and student	Faculty and student(s)
Staff and staff or faculty and staff	Faculty and staff
Faculty and faculty	Faculty

4. The decision of the Board will be communicated to the complainant within five working days of the conclusion of the Board’s investigation. The decision of the Board will be final.

Retaliation

Retaliation against a person who brings a complaint alleging a violation of this policy or who participates in an investigation is strictly prohibited. Under the law, retaliation includes any form of intimidation, threat, coercion or any other type of discrimination because of the individual’s complaint or participation. Retaliation will be cause for appropriate disciplinary action in accordance with the procedures set forth above. Students, faculty or staff who

knowingly make false charges alleging violations of this policy may be subjected to disciplinary action, as well as any related/relevant civil or criminal legal proceedings.

Sexual Harassment Policy

Believing that members of our community have the right to work, study, and communicate with each other in an atmosphere free from unsolicited and unwelcome sexual advances, Eastern University does not condone and will not tolerate any behavior, verbal or physical, which constitutes sexual harassment.

Definition

Sexual harassment is a form of discrimination in violation of Title VII of the Federal Civil Rights Act of 1964, Title IX of the 1972 Education Amendments, the Pennsylvania Human Relations Act, and Eastern University Policy. Unwelcome sexual advances, requests for sexual favors, inappropriate behavior of a sexual nature, and other written, verbal, or physical conduct of a sexually intimidating or offensive nature constitutes sexual harassment when:

1. such conduct is pursued among persons who have not mutually consented (implicitly or explicitly, verbally or non-verbally) to such conduct;
2. submission to such conduct is made, explicitly or implicitly, a term or a condition for a employment, advancement, matriculation, or academic evaluation at Eastern University;
3. submission to, or rejection of, such conduct is used as the basis for employment or academic decisions;
4. a pattern exists of singling out members of one sex for disproportionate attention with elements of emotional or physical pressure;
5. such conduct has the purpose or effect of substantially interfering with an individual's employment or academic performance or creating an intimidating, hostile, or offensive residential, work, or academic environment. Sexual harassment is unwelcome and usually repeated behavior, but in some instances it can be an action that occurs only once.

Examples of sexually harassing conduct include, but are not limited to:

1. repeated sexually suggestive looks, gestures, or questions;
2. repeated, unwanted, and unacceptable remarks that stigmatize or ridicule on the basis of gender or sexual matters;
3. persistent following, letters, or phone calls discussing sexual matters;

4. display of offensive, sexually oriented visual materials (i.e. photos or posters), except those used for the purposes of instruction as appropriate to course objectives;
5. cornering or leaning over, touching, pinching, or patting;
6. pressure for sexual favors.

Dealing with Sexual Harassment

Eastern University strongly urges that each member of the community know her/his rights and responsibilities, cooperate with those who are designated to help resolve allegations of harassment, and report all incidents of harassment, especially if she/he is a victim.

What To Do

1. Say “no” to the offender. Respond immediately and directly to the offender, indicating that the behavior or remark is not acceptable. State without smiling or apologizing that you want the behavior to stop, and make it clear that you do not approve.
2. Do not ignore the problem. Experience shows that this only makes things worse.
3. If you are unsure that your experience was sexual harassment, discuss it with a trusted friend, colleague, or a member of the Student Development staff on an informal basis.
4. Keep a written record of the harassment. Include the date, time, place, and any other relevant circumstances. Record your response to the harassment as well. Keep all relevant correspondence that may be used as evidence of harassment, such as letters, notes, or memos.
5. Find out if someone witnessed the incident or your reaction immediately after the incident. That person may be a witness for you. Take names and phone numbers for future reference.
6. If you feel that your academic or work evaluation will be effected by the harassment, ask for and collect copies of past academic work or evaluations or anything that would tell the quality of your work.

The Procedure for Reporting Sexual Assault/Sexual Harassment

Members of the Eastern University community are encouraged to report information regarding an alleged incident of sexual harassment or assault to any member of the Student Development staff. Although any member of the Student Development staff may be informed, that member will report the incident to the Dean of Students, who will investigate it.

Should the alleged victim choose to do so, she/he may choose a support person who may be a friend or a trusted staff or faculty member of the Eastern University community. Faculty and

staff members, including Resident Assistants, but with the exception of professional counselors, have a duty to report any and all sexual assault to the Title IX Coordinator. The support person may accompany and advise the alleged victim in the investigation and in any informal or formal procedures that follow.

The following procedures apply when the alleged perpetrator is a student. To initiate an informal grievance, the victim of the alleged incident or her/his support person should inform the Dean of Students of her/his intent. The Dean will seek to resolve the complaint informally in a manner satisfactory to both the complaining party and the accused party. If the complaint is not resolved to the satisfaction of both parties, the complaining party may elect to initiate a formal grievance. The victim of the alleged incident is not obligated to pursue an informal grievance before filing a formal grievance.

The victim of the alleged incident may initiate a formal grievance to the Dean of Students, after which the Dean of Students will notify the accused party of the incident. If evidence warrants it, a formal hearing will be convened. The nature of the charges necessitate that the Judiciary Board be composed of the Dean of Students, at least one male faculty or staff member, at least one female faculty or staff member, at least one male student, and at least one female student. The fifth voting member will be of the same gender as the alleged victim. An effort will be made to have the same members of the Board present at every hearing for the particular case. Either the victim or the accused may request that a student member be included or excluded. The Hearing, Disciplinary Sanction, and Appeals Process are outlined elsewhere in this handbook.

If the alleged perpetrator is a member of the faculty or staff, the Dean of Students will report the incident to the Vice-President/Provost or Dean to whom the alleged perpetrator reports. The provisions of the Faculty and Staff Handbook, available in the full official edition of the Sexual Harassment Policy, will pertain relative to hearing proceedings.

Confidentiality and External Charges

The university will maintain complete confidentiality regarding allegations. Only those directly involved in the alleged incident(s) and resulting investigation will have access to information concerning the case unless the alleged victim or accused chooses otherwise. The victim of criminal activity such as sexual harassment or assault is strongly encouraged to file formal charges with the local police. The victim will receive support from all members of the Student Development Office, should the victim choose this option. The internal procedure will be implemented and disciplinary sanctions imposed without regard to the status of the external procedure.

Eastern University strictly prohibits any retaliation, intimidation, or coercion directed against any member of the community, anyone who intends to register a complaint, or anyone who has done so. Any member of the community who, after appropriate investigation, has been determined to have retaliated against a complainant or one who expresses the intent to complain (or against any other party involved), will be subject to disciplinary action. If any

member of the Eastern University community believes she/he has been retaliated against, that person should contact a member of the Student Development Staff.

Victim's Rights at Eastern University

Eastern University is concerned for those within the community who might become victims related to the actions of others in the community as well as those outside the community. Although internal incidents are rare, victims should know their rights and advocate for themselves regarding them.

The following are Victim's Rights at Eastern University:

- To request advice and personal support from authorities without making a formal complaint
- To make a complaint and then withdraw the complaint
- To present a spoken or written report and or complaint concerning the matter, to appropriate authorities
- To have a friend or personal counselor accompany them at meetings concerning the matter
- Should the case go before the Student-Faculty Judiciary Board:
 - To submit a written statement to the Dean of Students to be read during the hearing
 - To request to the Dean of Students anonymity during the hearing
 - To be informed of the outcome of the hearing. This may be done verbally or in writing by the Dean of Students or designee.

Victims may consider bringing their case through the legal system and/ or to other external authorities. The choice to do this or not rests solely with the victim. Note that adjudication of matters relative to student behavior within a private university setting is not subject to laws regarding legal proceedings, nor is it meant to be a substitute for the legal process. Regardless of the victim's decision relative to bringing external charges, when school policy has been broken internal disciplinary procedures will be followed and concluded, with or without reference to external adjudication, at the discretion of the Dean of Students.

Victims who participate in the legal system should understand their rights under the law within the state of Pennsylvania. Pennsylvania, victim's rights can be found [here](#).

Victim's rights differ state by state. Victims are advised to check policy in the appropriate state where the concerning event occurred.

The Federal Campus Sexual Assault Victims Bill of Rights

- Survivors shall be notified of their options to notify law enforcement.
- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic and living situations.

The Campus Sexual Assault Victims' Bill of Rights" exists as a part of the campus security reporting requirements, commonly known as the Jeanne Clery Act.

Pennsylvania Crime Victim's Bill of Rights

PENNSYLVANIA VICTIM'S BILL OF RIGHTS

As a victim of crime in Pennsylvania you have the following rights:

- To receive basic information concerning the services to assist you;
- To be notified of certain significant actions and proceedings pertaining to your case, including, in personal injury crimes, the arrest of the suspect and escape from police custody;
- To be accompanied at all public criminal proceedings by a family member, a victim advocate or another person;
- In cases of personal injury crimes, burglary, or driving under the influence involving bodily injury, to submit prior comment to the prosecutor's office on the potential reduction or dropping of any charge or changing of a plea;
- To offer prior comment or to submit a written victim impact statement for the judge's consideration at sentencing;
- To recover your losses, to the extent possible, through restitution, compensation through the victim's compensation program and the return of property which was seized as evidence when it is no longer needed by the prosecutor;
- In personal injury crimes where the offender is sentenced to a state prison, to provide prior comment on and to receive notice of release decisions, and to be immediately notified if the offender escapes;
- In personal injury crimes where the offender is sentenced to a local correctional facility, to receive notice of release decisions and to be immediately notified if the offender escapes; \
- To receive immediate notice of release on bail where the offender is committed to a local correctional facility for violation of a protection from abuse order;
- To receive notice when an offender is committed to a mental health facility from a state prison and of the discharge, transfer or escape of the offender from the mental health facility; and
- To have assistance in the preparation of, submission of and follow-up on the financial assistance claims to the Crime Victim's Compensation Board.

On Campus Victim/Witness Contact Resources

OFFICE/DEPARTMENT	CONTACT	PHONE
Student Development	Bettie Ann Brigham Ed.D. Vice Provost for Student Development Title IX coordinator	610-341-5823
Student Development	Daryl Hawkins Dean of Students	610-341-5822
Student Health Center	Director of Student Health Center	610-341-5955
Safety & Security	Jim Magee Director of Safety & Security	610-341-1720
	Security Officers	610-341-1737
CCAS CUSHING CENTER for Counseling & Support	Lisa Hemlick Ph.D	610-341-5837
Chaplain	Rev. Joseph B Modica Ph.D	610-341-5826
Human Resources	Kacey Bernard	610-341-1481

Off Campus Victim/Witness Contact Resources

LOCATION	CONTACT	PHONE
Radnor Police Department 301 Iven Avenue Wayne, PA 19087	Business	610-688-0503
	Emergency	911
Tredyffrin Township Police 1100 DuPortail Road Berwyn, PA 19312-1079	Emergency	911
Pennsylvania State Police 342 W Baltimore Pk. Media, PA 19063		(484) 840-1000
Bryn Mawr Hospital		484-337-3000
Delaware County District Attorney's Office		610-891-4225
Delaware County Women Against Rape	Business	610-566-5866
	HOTLINE	610-566-4342
Domestic Abuse Project of Delaware County		610-565-6272

MISSING STUDENT POLICY

All commuters and residents are requested to let at least one other member of the community know where they are going and their anticipated time of return. Students are also encouraged to let parents and other family members know their whereabouts with they will be away from college for an extended time. This is so that we can know that if they do not return at or close to the time they are expected to do so, there is someone who will be concerned. This is encouraged so that we can all be responsible for and accountable to each other.

REPORTING A MISSING STUDENT

Any community member who becomes aware that a person is or is suspected to be missing should make a verbal or written report to a member of the residence life staff, directly to the Dean of Students or to the security department for the campus where the student is enrolled. The contact numbers for these people can be found in the University phone Directory.

EMERGENCY CONTACTS AND CONFIDENTIAL EMERGENCY CONTACTS

Each student living in University Housing as well as commuting students should keep the emergency contact information that they report to the university, up to date and accurate. Students who are over 18 may register a confidential contact person to be notified in the case that the student is determined to be missing, by making that request in writing, to campus security; otherwise the emergency contact for the university in general will be used to try to locate the student. If a student registers a confidential emergency contact, only campus officials and law enforcement officers will have the right to access this information.

MISSING PERSON NOTIFICATION

In all cases missing person notifications received by residence life staff or the Dean of Students will be reported to campus security and in all cases the reverse will hold. Once the person has been missing for 24 hours or if there is a reason to suspect foul play, a report will be made to the local police. In all cases when the missing person is less than 18 years of age the emergency contact and the parent or guardian will be notified. For students over 18 years of age, the emergency contact given by the student will be notified. The parent or guardian will be notified if the over 18 year old student remains missing for over 24 hours or earlier if notification of the parent or guardian is in the judgment of campus officials to be helpful to locating the student.

PROTOCOL FOLLOWING A MISSING PERSON REPORT

Once a student is reported to be missing, a campus official will be designated by the Vice President for Student Development, as the campus official to follow-up with the report and to try to locate the person. This person will work with other community members and external sources as needed. The next steps are likely to be, but not limited to these:

All persons who might have information concerning the missing person will be contacted for an interview

The student's emergency contact and parents/guardians will be notified as deemed appropriate.

All known methods of communication to the student will be used to try to contact the student

All methods to try to find information as to the possible whereabouts of the student will be investigated

If the student still cannot be found, a report will be made to the local police, either by the campus official or by the person who made the missing person report.

Once a missing person report has been filed with the local police the campus official will remain in touch with the local police and take direction from them until the case is resolved.

This protocol may be revised by the campus official through consultation with the Vice President for Student Development depending on the specifics of the situation, the time of year (classes in session or not) and the facts as they emerge.

ALCOHOL AND DRUG POLICIES

It is the policy of the Eastern University to comply with the Drug-Free Schools and Communities (Campuses) Act of 1989 and Federal Anti-Drug Abuse Act of 1988. We are very serious about maintaining an alcohol- and drug-free campus. We expect our students to abide by State and Federal laws (no drinking at all if you are under 21) as well as Eastern University policy. Should you choose to violate the university policies or the laws of the state or federal government concerning drugs and alcohol, you can expect to be confronted, challenged, and when warranted, disciplined. Students who believe drugs and alcohol must be a part of their college experience should not consider Eastern. In addition, parents or guardians may be informed when underage students are involved in violating our policy.

WEAPONS

Possession and/or use of firearms or weapons, including air rifles, air pistols, knives, ammunition or explosives (fireworks) in or upon university owned or staffed properties is prohibited.

FIRE SAFETY

Students are asked to exercise every care to prevent fire, which could not only destroy valuable property and students' personal belongings, but might put lives in jeopardy. A minimum of one fire drill will be held each semester. Students must exit immediately whenever the fire alarm sounds or when requested to do so by University personnel. All residence students will be required to view a fire safety video in the fall semester of each year to remind them of fire safety guidelines and procedures for responding to fire alarms.

CAMPUS FIRE POLICIES

Students are asked to exercise every care to prevent fire, which could not only destroy valuable property and students' personal belongings, but might put lives in jeopardy. A minimum of one fire drill will be held each semester. Students must exit immediately whenever the fire alarm sounds or when requested to do so by University personnel. All residence students will be required to view a fire safety video in the fall semester of each year to remind them of fire safety guidelines and procedures for responding to fire alarms. Each residence hall is equipped with automatic smoke detection systems that report to the Department of Safety and Security. In addition, each student's room is equipped with a single station smoke detector. The University is in its final stages of installing fire sprinkler systems in all residence halls.

Halogen lamps/bulbs are not permitted in the Eastern University residence halls because they have been deemed to be a fire hazard in community living settings. Possession of a halogen lamp/bulb of any kind in the residence halls will result in an automatic fire safety violation fine.

Student-provided portable heaters can be a fire hazard and are not allowed in student rooms. Plant Operations will provide safe temporary heat, as necessary should heating system problems arise.

2014 Fire Safety Report

Fires - Summary

Name of Facility	Summary of Fires								
	2012			2013			2014		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Kea-Guffin	0	0	0	0	0	0	0	0	0
Gough	0	0	0	0	0	0	0	0	0
Gallup	0	0	0	0	0	0	0	0	0
Hainer	0	0	0	0	0	0	0	0	0
Sparrowk	0	0	0	0	0	0	0	0	0
Eagle	0	0	0	0	0	0	0	0	0
Doane	0	0	0	0	0	0	0	0	0
Village Apartments				0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

The Fire and Evacuation Plan is below.....

- If you discover a fire or smoke condition, notify the Department of Safety and Security by telephone (610 - 341 - 1737) from a safe area within the building or by campus emergency phone. Give your name, location and nature of the fire. If the building fire alarm system is not sounding, activate the nearest fire alarm pull station. Fire alarm pull stations are located within 5 feet of an exit door.
- Upon activation of a smoke detector or notification of a fire, all occupants should exit the building at once. Feel the door to your room before opening it. If the door feels hot or smoke is seeping in, do not open it. Seal off the cracks in the door with a coat or blankets and open outside windows for ventilation. Call Security and explain your situation, giving your name and location. Never jump from windows, especially above the second floor. Signal your location by waving a towel or bed sheet out of your window.
- If the door feels cool, open it slowly. Be prepared to slam the door if the hall is full of smoke or heat. If the hall is clear, proceed to the nearest stairs and exit the building. Should you encounter heavy smoke while exiting the building, turn back and find a room that provides a safe area of refuge. Contact Safety and Security immediately. Become familiar with two escape routes from the building.
- If you get caught in smoke or heat, crawl on the floor and take short breaths through your nose until you reach an area of safe refuge.
- Remember to assist any physically challenged persons in your area to safety in the event of an emergency.
- During late night and early morning hours if conditions permit, attempt to wake sound sleepers in your area.
- Once you have left the building, do not return for any reason. Someone from Safety and Security will notify you when it is safe to return to the building.
- Persons evacuating the building should meet in the Designated Meeting Area.

IN CASE OF FIRE

ALERT THE RESIDENTSEVACUATE THE BUILDING**CALL 911** CALL SECURITY (610) 341-1737**

IMPORTANT TELEPHONE NUMBERS

Department of Safety and Security

(610) 341-1737

Radnor Township Police *

911 (from an on-campus phone 9-911)

301 Iven Ave

Radnor, PA 19087-5297

(610) 688-0503

Tredyffrin Township Police

911 (from an on-campus phone 9-911)

1100 Duportail Road

Berwyn, Pa 19312

(610) 647-1440

In addition to providing this information to students and employees, each institution of higher education is required to annually report crime statistics and rates to the State Police for publication in the Pennsylvania Uniform Crime Report, "Crime in Pennsylvania."

The Federal Student Right-to-Know and Campus Security Act of 1990 and the Federal Higher Education Amendments of 1992 also mandate, along with other requirements, that universities publish statistics regarding campus crime.

This information is provided in compliance with House Bill #1900 (Clery Legislation)