

# Allegheny Wesleyan College Guide to Campus Safety and Health Issues

## Section 1: Introduction

<p><b>911 available in the college vicinity</b> <b>Campus Security Director: 330.429.4870</b> <b>Columbiana County Sheriff: 911</b></p>
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Allegheny Wesleyan College is a security-minded college and our Campus Security Director works in cooperation with the Columbiana County Sheriff's Office. The overall goal of the Campus Security Director is to provide a safe and secure campus for our students, staff, and visitors. If you would like more information about AWC's security policies, please call 330.429.4870.

Below AWC has addressed the following issues:

- Campus Security Policies and Procedures
- Policies Regarding Sex Offenses and Offenders
- Alcohol and Drug Abuse Prevention Program
- Vaccination Policy

### Campus Security Policies and Procedures

#### Introduction

The following guide has been prepared to increase the Allegheny Wesleyan College community's awareness of current policies, procedures, and programs that exist to protect the faculty, staff, and student safety and well-being. The information is intended to provide a general description of Allegheny Wesleyan College's safety policies; it is not, however, intended to serve as a contractual agreement between the college and the recipient. Additionally, the college will publicize its crime statistics from the most recent calendar year and the two preceding calendar years.

#### Safety Declaration

Allegheny Wesleyan College is strongly committed to crime prevention. The college considers the personal physical safety of its students, faculty, and staff necessary for a successful learning environment.

In addition to offering an environment that is conducive to spiritual and intellectual growth, Allegheny Wesleyan College is committed to providing an environment that is physically safe and secure. Each member of the Allegheny Wesleyan College community contributes to the overall climate of the campus. We anticipate and appreciate your complete compliance with all college policies and procedures in order to ensure a safe and alcohol, drug-free campus.

In accordance with the Crime Awareness and Campus Security Act of 1990, as amended, Allegheny Wesleyan College provides information relating to crime statistics and security measures to matriculated students, job applicants, and employees through campus mail. Prospective students and job applicants may request a printed copy. Statistics for the past three (3) years on certain reported incidents of crime are listed in this report.

### **Timely Warnings**

In the event that a situation arises, either on or off campus that, in the judgment of the Director of Campus Safety, constitutes an ongoing or continued threat, a campus “timely warning” will be issued. AWC uses a wireless emergency notification system to instantly provide mass notification to mobile devices and through e-mail when an urgent situation, such as severe weather or another emergency, needs to be communicated. Alerts may be received by all students and employees who opt-in to receive these notifications. The Campus Security Director will post a “crime alert” advising the campus when there has been a known systematic pattern of a crime or series of crimes that may pose a threat to the safety or welfare of the campus community. These timely reports will be made available on bulletin boards or otherwise posted in visible and accessible areas on campus.

Anyone with information warranting a timely warning should report the circumstances to the Director of Campus Safety by phone (330.429.4870) or in person. In addition to reporting campus violation to security, students and staff may report an incident to a member of the residence hall professional staff or other college officials. Depending upon the nature and extent of the violation, this staff member will call for assistance to either the Director of Campus Safety or the local police department. Maintaining a close working relationship between the local police department and the Campus Security Office, the college endeavors to deal swiftly and consistently with any incident of misconduct involving a recognized organization or member of the Allegheny Wesleyan College community.

### **Disclosure of Crime Statistics**

The “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” (originally known as the “Campus Security Act”) was enacted by the United States Congress and signed into law by President George Bush in 1990. This law which applies to all institutions of higher education, both public and private which participate in any federal student aid programs, requires schools to publicly disclose three year of campus crime statistics and basic security policies. It is named in memory of nineteen year old Lehigh University freshman Jeanne Ann Clery who was assaulted and murdered in 1986. Clery’s parents led the crusade to enact this law after they discovered that students had not been told about 38 violent crimes on the Lehigh campus in three years preceding her murder at the hands of a student she didn’t know.

Director of Campus Security prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report is available at the General Office in the Administration Building. This report is prepared in cooperation with the

Columbiana County Sheriff's Office, Dean of Students, Dean of Men and Women, Discipline Chairperson, and the Business Manager.

Campus crime, arrest and referral statistics include those reported to Director of Campus Security, designated campus officials (including, but not limited to directors, deans, department heads, health and counseling staff, judicial affairs, advisors to students/students organizations) and local law enforcement agencies. A crime may be anonymously reported if the victim or witness so wishes.

## **Section 2: Reporting a Crime or Emergency**

Campus Security Director: 330.429.4870

Columbiana County Sheriff: 911

911 for all crimes and emergencies

Resist the urge to make any other off-campus calls. As this clogs cell towers and creates further chaos on campus.

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety-related incidents to the Director of Campus Security (330.429.4870) in a timely manner. The campus does not have a police force. Therefore, all emergencies should be directed to the Columbiana County Sheriff at 330.424.7255 or call 911. All crimes must be reported to the Director of Campus Safety who will then refer the information to the Dean of Students for review and potential action by the Discipline Committee. Please refer to the back of this handbook for a Crime Report form.

### **Reportable Offenses**

Below are some reportable offenses:

- Assault
- Arson
- Bomb Threats
- Burglary
- Drug Abuse Violations
- Hate Crimes
- Liquor Law Violations
- Motor Vehicle Theft
- Murder and Manslaughter
- Rape
- Robbery
- Theft
- Vandalism
- Weapons Possession

If a sexual assault or rape should occur, any staff member on the scene including police, will offer the victim a wide variety of services.

Crimes should be reported to the Director of Campus Security to ensure inclusion in the annual crime statistics and to aid in providing timely training notices to the community, when appropriate.

### **Confidential Reporting Procedures**

If you are the victim of a crime and do not want to pursue action within the College system or the criminal justice system, you may still want to consider making a confidential report. With your permission the Director of Campus Security or the Dean of Students can file a report on the details to the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the college can keep an accurate record 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 campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

### **Reporting Crimes in Progress**

If you are a victim or a witness to any in-progress criminal offense, report the incident as soon as possible to the police. You should attempt to provide as much of the following information as possible:

1. Nature of the incident. (Make sure the officer/dispatcher understands that the incident is in progress!)
2. Location of the incident.
3. Description of suspects involved.
4. Injuries that have occurred.
5. Description of any weapons involved.
6. Description of property involved.

### **Reporting Crimes Not in Progress**

If you have become a victim of a crime, and it is not an emergency or life-threatening, contact the campus security and be prepared to provide at least the following information:

1. Your name
2. Your location
3. Your telephone number
4. A brief synopsis of what occurred
5. Your exact location at the time of the occurrence

## **Confidential Reporting Procedures of Counselors**

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus “Professional Counselors”, when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

The rulemaking committee defines counselors as: Professional Counselor—An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.

## **Campus Law Enforcement**

The Director of Campus Security has the authority to ask persons for identification and to determine whether individuals have lawful business at Allegheny Wesleyan College. He is also responsible for insuring that buildings are appropriately locked. The Director of Campus Security does not possess arrest power. Criminal incidents are referred to local police who have jurisdiction on the campus. The Campus Security Director maintains a highly professional working relationship with the Columbiana County Sheriff’s Office. All crime victims and witnesses are strongly encouraged to immediately report the crime to the Campus Security Director and the appropriate police agency. Prompt reporting will assure timely warning notices on campus and timely disclosure of crime statistics.

## **Section 3: Safety Awareness and Crime Prevention**

### **Access Policy**

During business hours, the college (excluding housing facilities and residence halls) will be open to students, parents, employees, contractors, guests, and invitees. Residence dorms may only be entered by parents, contractors, and guests with permission from the Campus Security Director or Residence Life staff. During non-business hours access to all college facilities is by key, if issued, or by admittance via the Director of Campus Security or residence life staff. In the case of periods of extended closing, the college Administration Building will be the only building open during business hours.

Some facilities may have individual hours, which may vary at different times of the year. Examples are: the gym (Rhoades Hall), library (Sexton Hall) and the bookstore (Blair Hall). In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility.

Emergencies may necessitate changes or alterations to any posted schedules. The maintenance department maintains the college buildings and grounds with a concern for safety and security. It inspects campus facilities regularly and makes prompt repairs affecting safety and security. It

also promptly responds to reports of potential safety and security hazards, such as broken windows, lighting, and door locks.

### **Security Awareness Program**

Periodically during the academic year, the Columbiana County Sheriff presents a crime prevention awareness session on sexual assault (rape and acquaintance rape), Rohypnol abuse, theft, and vandalism, as well as an educational session on personal safety and residence hall safety. A common theme of awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

The college is blessed in that it has not had to report a crime for several years.

### **Crime Prevention Programs**

Due to the fact that Allegheny Wesleyan College is located in a low crime area, the college has not sponsored crime prevention programs. However, listed below are a few things that the college does suggest that the college community adhere to in order to prevent crime.

#### **Safety and Security Tips**

- Never carry large amounts of cash with you.
- Always keep your room door locked...all a thief needs is opportunity.
- Always lock valuables out of sight. Always carry wallets, checkbooks, and purses with you.
- Always keep your car locked.
- Park in well-lit areas, the busier the better.
- While approaching your locked car at night, be alert, have your key in hand ready to open the door, pay attention to movement around/under your car, check the back seat before getting in, and lock your door after entering.
- Hang up immediately if you receive a prank, obscene, or harassing phone call and report it to a staff member.
- Do not go out at night alone, especially for a walk.
- Be careful where you leave book bags and coats, especially if they contain electronics, keys, etc.
- Report anything unusual to a staff member or security director.
- To enhance personal safety, and especially after an evening class, walk with friends or someone you trust.
- Do not study or work alone after dark in an empty building.
- Do not bring any kind of weapon on College property.

### **Addressing Criminal Activity Off-Campus**

Allegheny Wesleyan College has no off-campus housing or off-campus student organization facilities. Therefore, the college only reports crimes that occur on campus or on Woodsdale Road right in front of the college property.

## Section 4: Crisis Response

### Crisis Response

Director of Campus Security	330.429.4870
Sheriff	911
Fire	911
Ambulance	911

### Crisis Response Team

Business Manager  
Dean of Students  
Director of Campus Security  
Office Secretary  
School Counselor

#### 1. Evacuation Plan

- If it is necessary to leave campus, meet at the Salem Wesleyan Methodist Church, 1095 Newgarden Road, Salem, OH.
- If it is not possible to meet at the Salem Wesleyan Methodist Church, then meet at the Home Depot parking lot (across the road from Walmart).
- Deans should know that dorms are vacated before leaving the campus. Faculty should be certain that classrooms and library are vacated.
- If it is necessary, the school vans will be used for evacuation.
- If you do not have a ride, you should let your dean know IMMEDIATELY.
- After evacuation, students MUST answer call phone calls from campus security so they will know where you are.

#### 2. Lock Down

- When a Lock Down is implemented, it means teachers should lock the classrooms (and building if possible), turn out lights, put cell phones on vibrate or silence, and block classroom doors.
- Office personnel should also lock all doors, turn out lights and block office doors.
- Campus Security or law enforcement will give the clearance when to lift the lock down.

#### 3. Intruder on Campus

- If the intruder is in the building, leave if at all possible. This is the best thing to do.
- Never huddle in one place. It is better to spread out.
- As soon as the intruder comes into your room, throw everything possible at him or her (school books, papers, notebooks, backpacks, erasers, etc.). This is an effort to create complete chaos for the intruder, and at the same time someone can be taking them down to the floor.

#### 4. Active Shooter

RUN:

- When an active shooter is in your vicinity
- If there is an escape path, attempt to evacuate
- Leave your belongings behind
- Help others escape if possible
- Prevent others from entering the area
- Call Director of Campus Security as soon as you can – 330.429.4870

**HIDE:**

- If an evacuation is not possible, find a place to hide without restricting your escape options.
- Lock and barricade the door
- Silence your cell phone
- Hide behind large objects to provide protection and remain out of the shooter's view
- Remain very quiet

**FIGHT**

- As a last resort, and only if your life is in danger
- Attempt to incapacitate the shooter
- Act with physical aggression
- Find and use improvise weapons
- Commit to your actions

**5. Bomb Threat**

**What to be cautious of:**

- Foreign mail, air mail and special deliveries
- Restrictive markings such as “confidential” or “personal”
- Excessive postage
- Handwritten or poorly typed address
- Incorrect titles
- Misspellings of common words
- Oily stains or discolorations on package
- Excessive weight
- Rigid, lopsided or uneven envelopes
- Protruding wires or tinfoil
- Excessive tape or string
- Visual distractions
- No return address

**Questions to ask the caller:**

- When is the bomb going to explode?
- Where is it right now?
- What kind of bomb is it?
- What will cause it to explode?



- Did you place the bomb?
- What is your name?
- What is your address?

**What to do:**

- **DO NOT HANG UP!!** Remain calm
- Write down caller phone number if on display
- Pay close attention to the exact words the caller is using; document the call
- Contact Director of Security 330.429.4870
- Do not touch or handle suspicious items or package
- Keep others away from area
- Notify your supervisor

## 6. Responding to Natural Disasters

**Tornados:**

- Monitor your local radio station for emergency information and the potential of additional storms.
- A tornado watch is when tornadoes are possible in and near the watch area. A tornado warning is when a tornado has been sighted or indicated by weather radar.
- Danger signs include dark, often greenish color clouds, large hail, funnel clouds and roaring noise.
- Men go to the laundry room in the basement of the Men's Dorm.
- Women go to the back door entry hall in the basement of the Women's Dorm.
- If you need to drive to the closest shelter, drive at right angles to the storm movement.
- Be aware of possible structural, electrical or gas-leak hazards.
- Be careful around sharp objects, including nails and broken glass.
- Take steps to prevent heat illnesses and dehydration.

**High Winds:**

- Stay away from windows.
- If wind gets too strong, go to the designated tornado spots.
- Call maintenance when damage is spotted.

**Fire:**

- If there is severe smoke or a fire **DO NOT ATTEMPT TO CONTROL IT, CONTACT SECURITY TO INITIATE IMMEDIATE EVACUATION PROCEDURES.**
- If there is a fire and it is minor, you may attempt to control it by using an available fire extinguisher.
- If the fire appears to be uncontrollable do not try to extinguish it. Pull the nearest fire alarm.
- Then dial 911, advise the Operator of the situation.
- Contact Campus Security and let them know the situation.

**Dorm Fires:**

- Men go to Rhoades Hall porch. Always leave the building!
- Women go to Blair Hall porch. Always leave the building!
- Emergency Evacuation Maps are posted in the buildings so that occupants can become familiar with the evacuation routes for their area. Do not return to the building until instructed to do so by public safety personnel.
- If off-campus evacuation is necessary, follow the evacuation plan.

**Policies Regarding Sex Offenses and Offenders**

Allegheny Wesleyan College is committed to creating and maintaining an educational environment where respect for the individual and human dignity is of paramount importance. The college does not tolerate sexual assault in any form. Programs informing the campus community about crime prevention and campus security policies will be announced and publicized.

The definition of “sexual assault” includes, but is not limited to, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault. “Force” includes any sexual activity that occurs when the other person is incapable of giving consent due to temporary or permanent mental or physical incapacity, use or the effects of drugs or alcohol.

If you are a victim of a sexual assault at this college, your first priority should be to get to a place of safety. You should then obtain medical help. Take a dorm dean or close friend with you to the hospital. The Director of Campus Security strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a college officer or dorm dean. Filing a police report will not obligate the victim to prosecute. Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam)
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention

The survivor of a sexual assault is urged to seek counseling shortly after the sexual assault has occurred. Victims of sexual assault may receive FREE CONFIDENTIAL 24 HOUR counseling by RAINN (Rape Abuse Incest National Network) HOTLINE NUMBER 1.800.656.HOPE (4673). RAINN can also be reached through e-mail, at [RAINNmail@aol.com](mailto:RAINNmail@aol.com). However, crisis counseling is not available through e-mail. The e-mail address is intended solely for questions or comments. You can also visit the RAINN Web site at <http://www.rainn.org>. The Director of Campus Security and Dean of Student Affairs will provide additional resources upon request.

Sexual assaults violate the standards of conduct of every member of the college community. Sexual assault is a criminal act, which subjects the perpetrator to criminal and civil penalties

under state and federal law. In all cases, the college will abide by and cooperate with local, state, and federal sanctions.

A student found guilty of violating the college sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from the college for the first offense. Student victims have the option to change their academic and/or on-campus living situations after an alleged sexual assault, if such changes are reasonably available.

### **Sex Offender Registry**

The State of Ohio has a Sex Offender Registry which provides for the tracking of convicted sex offenders living or working in this state, as reported to the state. The national registry can be found at [www.nsopr.gov](http://www.nsopr.gov). For Ohio - [www.esorn.ag.state.oh.us](http://www.esorn.ag.state.oh.us)

### **Reported Convicted Sex Offenders**

The Campus Sex Crimes Prevention Act (section 1601 of the Victims of Trafficking and Violence Protection Act of 2000—Pub. L. 106-386) provides minimum national standards for state sex offender registration and community notification programs. This act requires States to obtain information concerning registered sex offenders' enrollment or employment at institutions of higher education and to make this information available promptly to a campus police department or other appropriate law enforcement agency having jurisdiction where the institution is located.

**Missing Persons Notification Policy (inserted 6.16.10)** Allegheny Wesleyan College understands the responsibility of protecting and monitoring the whereabouts of the students that live in the dorms. Each student is encouraged to sign a notification disclosure form with the name of a contact person. If you sense that a student is missing, please notify your dorm dean immediately. The Dean will then be responsible for notifying the Director of Safety. The Director of Safety is then responsible to notify the General Office and the Sheriff's Office. The Director of Safety will be the contact liaison between the Sheriff's Office and the college. The number for the Sheriff's Office is 330.424.7255.

## **ALCOHOL AND DRUG ABUSE PREVENTION PROGRAM**

Allegheny Wesleyan College prohibits the illegal and irresponsible use of drugs. The use of alcohol is strictly prohibited by any member of the faculty, staff and student body. The college will enforce federal, state, and local laws, as well as its own alcohol and drug policies. Procedures that support these laws will be instituted and strictly enforced. It is the responsibility of every member of the college community to know the risks associated with the use and abuse of drugs and to assist the college in creating an environment which promotes health-enhancing attitudes and activities. This brochure is intended to provide information about the college's alcohol and other drug policies and sanctions; federal, state, and local laws and penalties; health risks associated with alcohol and other drug use; and resources of education and treatment.

## **Proposed**

Based on its commitment to assure the safety and health of its students and employees, Allegheny Wesleyan College seeks to maintain work and learning environments free of the unlawful manufacture, distribution, possession or use of a controlled substance or alcohol. Drug abuse and the use of alcohol affects the responsible conduct of business, teaching and learning, and therefore will not be tolerated.

This policy is based on the following objectives:

- To maintain a safe and healthy environment for all students and employees;
- To maintain the good reputation of the college and its employees;
- To minimize accidental injuries to persons or property;
- To keep absenteeism and tardiness at a minimum and to improve the effective performance of job duties and productivity of all employees and the educational performance of all students:
- In appropriate circumstances to assist students and employees in securing alcohol or substance abuse rehabilitation;
- To comply with the federal Drug-Free Workplace Act of 1988, the Drug Free Schools and Communities Act Amendments of 1989, and other applicable legislation; and
- To adopt and implement a program to prevent use of illicit drugs and abuse of alcohol by students and employees.

## **Definition of Drugs**

“Drugs or other controlled substances” mean any substance, including alcohol, capable of altering an individual’s mood, perception, pain level or judgment.

A “prescribed drug” is any substance prescribed for individual consumption by a licensed medical practitioner. It includes prescribed drugs and over-the-counter drugs that have been legally obtained and are being used for the purpose for which they were prescribed or manufactured.

An “illicit drug” or chemical substance is: (a) any drug or chemical substance, the use, sale or possession of which is illegal under any state or federal law, or (b) one which is legally obtainable but has not been legally obtained. The term includes prescribed drugs not legally obtained and prescribed drugs not being used for prescribed purposes.

The term “controlled substance” means a controlled substance in schedules I through V of section 202 of the controlled Substance Act (21 U.S.C.S. 812) or whose possession, sale or delivery results in criminal sanctions. In general, this includes all prescription drugs, as well as those substances for which there is no generally accepted medicinal use (e.g., heroin, LSD, marijuana, etc.), and substances that possess a chemical structure similar to that of a controlled substance (e.g., “designer drugs”). The term does not include alcohol.

## **Declaration on Alcohol and Illegal Drugs**

### **1. Alcoholic Beverages**

The acquisition, possession, transportation and consumption of alcohol by anyone on college property is prohibited by college policy. No alcoholic beverages may be possessed or consumed on the college premises, while operating or riding in college-supplied vehicles, or while on college business or activities. An employee or student violating this rule is subject to discipline, including expulsion or termination, as appropriate.

### **2. Illegal Drugs**

The possession, use, manufacture or distribution of illegal drugs is prohibited at any time on the college property and as part of any college activities. "Illegal drugs" does not mean the use of drugs under a valid prescription. Employees and students known to use, possess, manufacture or distribute illegal drugs are liable to public law enforcement actions and college disciplinary actions.

## **Federal Drug Offenses**

The criminal offenses most commonly charged under the Federal Controlled Substance Act are the knowing, intentional, and unauthorized manufacture, distribution, or dispensing of any controlled substance or the possession of any controlled substance with the intent to manufacture, distribute, or dispense. Federal law also prohibits the knowing, intentional, and unauthorized creation, distribution, dispensing, or possession with intent to distribute or dispense a counterfeit substance.

Specific drug crimes carry greater penalties and may be harsher based on two principal factors: (1) the type of drug involved, and (2) the quantity of the drug involved.

With the exception of simple possession charges that result in up to one-year imprisonment, maximum penalties for narcotic violations range from 20 years to life in prison. Certain violations carry mandatory minimum prison sentences of either five years or ten years. Harsher penalties will be imposed if a firearm is used in the commission of a drug offense.

Anabolic steroids are controlled substances. Distribution or possession with intent to distribute carries a sentence of up to five years and a \$250,000 fine.

## **SANCTIONS**

### **Students**

Students found to be in violation of the Allegheny Wesleyan College Policies, Procedures and Sanctions for Alcohol and Other Drugs will be held accountable for allowing or soliciting violations of the standards of conduct by their guests. Campus disciplinary sanctions include, but are not limited to: written warnings, loss of privileges, probation, educational assignments, fines, restitution, suspension, and/or dismissal. If students are found to be in violation of the

above policies and procedures by a campus hearing board, the following minimum sanctions are likely to occur:

- Distribution of illegal drugs: Dismissal.
- Possession/use of illegal drugs: Suspension/Other sanctions.
- Possession of Drug Paraphernalia and Alcohol Policy Violations (any use of alcohol): Probation/Other sanctions.

Multiple and/or repeat offenders will face more stringent sanctions, and the case may also be referred for legal prosecution.

Violations of state/local alcohol and drug laws or ordinances are punishable by fines, imprisonment, and suspension of a driver's license. Violation occurring within a Drug Free School Zone (on or within 1,000 feet of all college property) may carry enhanced penalties. Specific information about these penalties is available from the Office of Dean of Students.

Violations of federal laws for possession, use, or distribution of illegal drugs carry mandatory penalties for first time offenders including: imprisonment, fines, loss of property, loss of professional license and loss of financial aid. Penalties for violations occurring within 1,000 feet of a school or campus may be doubled with no possibility of parole. Specific information about these penalties is available from the Office of the Dean of Students.

## **Employees**

If a supervisor reasonably suspects usage of a controlled substance or of alcohol by an employee, the supervisor shall immediately notify the appropriate department head, or another designated administrative official who shall discuss with the employee the suspected alcohol or drug-related problem. The employee should be advised of any available alcohol and drug counseling, rehabilitation or employee assistance programs, and the terms of any applicable disciplinary sanctions. All such meetings between the employee and the supervisor or other designated administrative official to address the suspected alcohol or drug-related problem and/or its resolution shall be documented in a memorandum for the record and filed in the employee's personnel file.

Should such discussion and/or participation in any available alcohol drug counseling, rehabilitation, or employee assistance fail to resolve the suspected alcohol or drug-related problems, or should the employee fail to meet the terms of any applicable disciplinary sanctions, the employee will be subject to disciplinary action up to, and including, termination.

## **Health Risks**

Alcohol and illicit drug use can pose many health risks to college students. Such use may result in: impaired judgment and coordination; physical and psychological dependence; damage to vital organs such as the heart, stomach, liver and brain; inability to learn and remember information; psychosis and severe anxiety; unwanted or unprotected sex resulting in pregnancy and sexually

transmitted diseases, including AIDS; and injury and death. There are risks associated with drugs and alcohol. Negative consequences of alcohol and other drug use can be immediate.

Substance abuse by family members and friends is also of concern to students. Patterns of risk-taking behavior and dependency not only interfere in the lives of these abusers, but can also have a negative impact on the student's academic work, emotional well-being, and adjustment to college. Students concerned with their own health or that of a friend should consult a physician, a mental health professional, or one of the other resources list in the following section for more information and assistance.

### **Review Policy**

For purposes of compliance with The Drug-Free School and Campus Safety "Act (DFSCA), codified as Part 86 of EDGAR (34 CRF part 86)," this policy will be reviewed on a biennial basis.

## **RESOURCES FOR EDUCATION AND TREATMENT**

- 1. Alcohol and Drug Abuse Hotline (1-800-ALCOHOL)**
- 2. Narcotics Anonymous (1-800-777-1515)**
- 3. National Cocaine Hotline (1-800-COCAINE)**
- 4. National Institute on Drug Abuse/ Treatment Hotline (1-800-662-HELP)**
- 5. Federal Drug, Alcohol and Crime Clearinghouse Network (1-800-788-2800)**
- 6. Help for Employees (1-800-696-6000 Ext. 3176)**

### **Vaccination Policy**

Allegheny Wesleyan College does not, by policy, require students to have certain vaccinations. In order for dorm students to be protected against serious illnesses the following vaccinations are suggested: two MMR's (measles, mumps, and rubella), current Tetanus (within 10 years), Meningitis, and Hepatitis B series.

### **Tobacco Policy**

Allegheny Wesleyan College recognizes the danger to one's physical and/or psychological well-being in the use of nicotine. The use of Tobacco by any means is vigorously discouraged for members of the Allegheny Wesleyan College community. Under no circumstances is tobacco to be used, possessed or distributed on the campus, or in any vehicle owned or provided by Allegheny Wesleyan College, or while on Allegheny Wesleyan College business, or attending or participating in any Allegheny Wesleyan-related activity.

## Section 5: Yearly Statistics

### Yearly Statistics

These statistics are reflective of the period between August 1 –July 31, preceding the year being reported.

#### CRIME STATISTICS

<b>ARRESTS - ON-CAMPUS</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0
<b>ARRESTS - ON-CAMPUS RESIDENCE HALLS <sup>1</sup></b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Illegal weapons possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0
<b>CRIMINAL OFFENSES - ON-CAMPUS</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses - Forcible	0	0	0
Rape	0	0	0
Fondling	0	0	0
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
<b>CRIMINAL OFFENSES - ON-CAMPUS RESIDENCE HALLS <sup>1</sup></b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses - Forcible	0	0	0
Rape	0	0	0
Fondling	0	0	0
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0



**CRIMINAL OFFENSES - ON-CAMPUS RESIDENCE HALLS <sup>1</sup>****2017****2018****2019**

Motor vehicle theft	0	0	0
Arson	0	0	0

**Campus Fire Report**

2017 Residential Facilities Fire Statistics						
AWC Residential Facilities	Location	Number of Fires	Cause of Fire	Number of injuries requiring treatment	Number of deaths related to fire	Approx. Value of Property Damage caused by Fire
Men's Residence Hall	NA	0	NA	NA	NA	NA
Ladies' Residence Hall	NA	0	NA	NA	NA	NA

2018 Residential Facilities Fire Statistics						
AWC Residential Facilities	Location	Number of Fires	Cause of Fire	Number of injuries requiring treatment	Number of deaths related to fire	Approx. Value of Property Damage caused by Fire
Men's Residence Hall	NA	0	NA	NA	NA	NA
Ladies' Residence Hall	NA	0	NA	NA	NA	NA

2019 Residential Facilities Fire Statistics						
AWC Residential Facilities	Location	Number of Fires	Cause of Fire	Number of injuries requiring treatment	Number of deaths related to fire	Approx. Value of Property Damage caused by Fire
Men's Residence Hall	NA	0	NA	NA	NA	NA
Ladies' Residence Hall	NA	0	NA	NA	NA	NA

## Section 6: Crime Report Form

### Crime Report

#### 1. Crime

Date and time of occurrence \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Building Name \_\_\_\_\_

Suite/Room Number \_\_\_\_\_

#### 2. First person to witness or report crime

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Status (student/employee/visitor) \_\_\_\_\_

#### 3. Person Injured or Property Damaged

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Status (student/employee/visitor) \_\_\_\_\_

#### 4. If incident involved one of the following crimes related to persons, please check:

\_\_\_\_\_ Assault

\_\_\_\_\_ Bomb Threat

\_\_\_\_\_ Murder/Non-Negligent Manslaughter

\_\_\_\_\_ Negligent Manslaughter

\_\_\_\_\_ Robbery

\_\_\_\_\_ Sex Offense

**5. If incident involved one of the following crimes related to property, please check:**

\_\_\_\_\_ Arson

\_\_\_\_\_ Burglary

\_\_\_\_\_ Motor Vehicle

\_\_\_\_\_ Theft

**6. Check all that apply**

\_\_\_\_\_ Bomb Threat

\_\_\_\_\_ Fire Threat

\_\_\_\_\_ Firing Weapon

\_\_\_\_\_ Weapon Possession

Were the police contacted?      Yes \_\_\_\_\_      No \_\_\_\_\_

Was the person arrested?      Yes \_\_\_\_\_      No \_\_\_\_\_

Was EMS contacted:      Yes \_\_\_\_\_      No \_\_\_\_\_

**7. Other Witnesses (if any)**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_

**8. Describe crime**

Name \_\_\_\_\_ Date \_\_\_\_\_