



2025 ANNUAL SECURITY & FIRE SAFETY REPORT

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INTRODUCTION

The purpose of this report is to inform students, employees, and the general public about Pennsylvania College of Art & Design's (PCA&D) campus security and fire safety policies and to report crime and fire data. In concert with filing crime and fire data with the federal government and with the Commonwealth of Pennsylvania, the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act of 2009 requires colleges and universities to report campus crime data, support victims of violence, and publicly outline the policies and procedures they have put into place to improve campus safety. The Clery Act is a consumer protection law that aims to provide transparency around campus crime policy and statistics. More information on the Clery Act can be found at <https://www.clerycenter.org/the-clery-act>. The [FSA Handbook](#) also provides a more detailed description of these federal regulations

This report fulfills Clery Act disclosure requirements, and PCA&D's goal is full compliance with all related requirements of Federal Titles IX and II, the Federal Higher Education Opportunity Act of 2008, and the Student Right-To-Know and Campus Security Act. Additionally, this report is intended to satisfy the reporting requirements mandated by the Commonwealth of Pennsylvania's Uniform Crime Reporting Act.

It is the expectation of the College that all constituents understand, adhere to, and follow the policies outlined in this report.

Please note that policies presented in this report are current and apply to academic year 2025-2026, while most data in the report is measured according to the preceding 3 calendar years - 2024, 2023, and 2022 - per Clery Act instructions.

ABOUT THE COLLEGE

PCA&D is a private, professional art college in the city of Lancaster, PA offering BFA degrees, certificates, credentials, and curricula that enable students of all ages to pursue art as their life's work. The College's campus consists of two contiguous buildings, 202-204 N. Prince St., which houses all administrative offices and classrooms. The College also owns and operates the Art Garden located across from campus at 47 W. Chestnut St. The College operates classrooms at the Academy of Live Technology at Rock Lititz, located at 280 Touring Blvd. 202-204 N. Prince St., 47 W. Chestnut St. and 280 Touring Blvd. comprise the College's on-campus buildings.

In the 2023-2024 academic year, the College served as the secondary landlord for five

student housing communities in the city. The following totals of student residents represent occupancy in the 2024-2025 academic year: Through a master lease with Zamagias Properties, 23 students resided in the Steinman Lofts Apartments on West King St. (30-40 W. King St.) The College was a secondary landlord through a master lease with Warfel Construction at 349 North Market St., where 20 students resided. The College held a master lease with the Lancaster Theological Seminary at 555 James St., where 74 students resided. The College leased seven properties through Franklin and Marshall College to 95 students at 520 & 526 Charlotte St. and 404, 405, 407, 409 & 423 James St.. The College leased 441 College Avenue through Kappa Sigma, where 17 students were housed. Each of these communities are considered through the Clery Act to be “on-campus” housing; therefore, they are included in PCA&D’s on-campus footprint. Although PCA&D serves as the landlord to the above-mentioned students, the remainder of the students live in apartments within the City of Lancaster or commute to campus.

Due to the size of PCA&D’s student population, major class schedules are based on a block schedule; multiple sections of any required major course are infrequent. Within these constraints, the College will tailor assistance to students receiving supportive measures, honoring restraining orders from the courts to protect victims, and it will provide individualized assistance to students needing to negotiate lease arrangements with landlords or to withdraw from a course at any point in a semester without academic penalty. Under these circumstances, the College provides the opportunity to repeat a course without charge. College Counselors (i.e., Licensed Professional Counselors in Pennsylvania who are retained by PCA&D) work with victims immediately and at no charge—making referrals to community, medical, and other resources as needed. A Virtual Care app was also available in the 2024-2025 academic year for students to use to receive free, virtual counseling. Educational programs around safety, alcohol/drugs, sexual assault prevention along with campus and community resource awareness are held before and throughout the academic year.

DRUG AND ALCOHOL POLICIES

The U.S. Department of Education has issued regulations implementing the provisions of the Drug-Free Schools and Communities Act Amendments of 1989, Public Law 101-226. PCA&D’s policy concerning drug and alcohol use conforms to this federal law. The regulations within DFSCAA require that the College distribute the following information annually to you in writing concerning the manufacturing, possession, use, or distribution of alcohol and illicit drugs at the College. In addition, this law requires the College to educate all PCA&D constituencies about the effects and consequences of the distribution or use of illicit drugs and/or alcohol.

The College's policies on drugs and alcohol are outlined below, along with related information on sanctions for violation of these policies; on criminal sanctions for the illegal possession or distribution of drugs and alcohol; on health risks of drugs and alcohol; and on places to get help concerning the illicit use and abuse of alcohol and drugs.

The College will review its alcohol and other drugs programs annually for effectiveness and consistency of application and, where necessary, make appropriate changes.

POLICIES AND STANDARDS OF CONDUCT RELATED TO ALCOHOL & DRUGS

PCA&D Alcohol Policy

PCA&D'S policy regarding alcohol is consistent with the laws of the Commonwealth of Pennsylvania. The consumption or distribution of alcohol on PCA&D property or PCA&D managed residential communities by students is strictly prohibited.

Student violations of the College alcohol policy include, but are not limited to:

- Possession, use, or distribution of alcohol by underage persons.
- Under the influence of alcohol while on College property.
- Disruptive conduct due all or in part to being under the influence of alcohol.
- Providing alcohol or providing a space for the consumption of alcohol to students in any outdoor, leased or controlled space by the College (including sidewalks, steps, porches, lawns, etc.).
- Promotion or advertisement of any kind of alcoholic beverages on College property for students.

The use of alcoholic beverages by an employee on College premises will only be permitted at a College-sponsored activity or event if it is properly approved and scheduled according to College policies governing such activities

PCA&D Drug Policy

Students, faculty and staff are prohibited from possessing and/or using narcotics or drugs (other than those medically prescribed, properly used and in the original container) on College property or PCA&D-managed residential communities; while on College business or participating in any College-sponsored activity or event. Any and all types of drug paraphernalia that can be used to consume drugs are not permitted on College property or PCA&D-managed residential communities.

Pennsylvania College of Art & Design supports and will cooperate with authorities of the federal government, the Commonwealth of Pennsylvania, and the City of Lancaster in the

enforcement of public laws and regulations regarding alcohol and drugs. The unlawful possession, use, or distribution of illicit drugs and alcohol is punished by harsh sanctions under the laws of the federal government and the Commonwealth of Pennsylvania.

PCA&D expects that all students, whether on- or off-campus, will abide by all local, state, and federal laws, as well as the College's policy concerning alcohol and drug use. When a student engages in conduct off-campus that violates the nature of the College's drugs and alcohol policy and that behavior, in the College's sole judgment, is destructive, abusive, or detrimental to PCA&D's interests, the College's Student Code of Conduct policy will apply and all relevant processes employed.

PENNSYLVANIA LAWS GOVERNING THE USE OF ALCOHOL

In the Commonwealth, the Pennsylvania Crime Code and the Pennsylvania Liquor Code govern the consumption, distribution, and sale of alcohol. It is a summary offense for a person under 21 years of age to purchase, consume, possess, or knowingly and intentionally transport any alcoholic beverages.

Penalty for a first offense is the suspension of driving privileges for 90 days, a fine of up to \$300, and imprisonment for up to 90 days; for a second offense, suspension of driving privileges for up to one year, a fine of up to \$500, and imprisonment for up to one year. Multiple sentences involving the suspension of driving privileges must be served consecutively.

It is a crime to intentionally and knowingly sell or intentionally and knowingly furnish any alcoholic beverage to a minor (i.e., under the age of 21). "Furnish" means to supply, give or provide to, or to allow a minor to possess on premises or property owned or controlled by the person. It is a crime for any person under 21 years of age to possess an identification card falsely identifying that person as being 21 years of age or older, or to obtain or attempt to obtain alcoholic beverages by using a false identification card or otherwise misrepresent one's age in an attempt to obtain alcoholic beverages. Penalties are as stated above.

It is a crime to intentionally, knowingly, or recklessly manufacture, make, alter, sell, or attempt to sell an identification card falsely representing the identity, birth date, or age of another. The minimum fine is \$1000 for the first violation; \$2500 for subsequent violations; imprisonment for up to two years for any violation. It is a crime to hire, request, or induce any minor to purchase alcoholic beverages or to misrepresent that another is of legal age in order to obtain alcoholic beverages. The penalty is a minimum fine of \$300 and imprisonment for up to one year.

It is a crime to drive or operate any vehicle under the influence of alcohol or any controlled substance or drug. It is also a crime to drive or operate a vehicle where the amount of alcohol by weight in the blood of the person equals or exceeds 0.08%. Penalties for violation include a minimum fine of \$300; loss or suspension of driver's license; participation in and completion of a counseling or treatment program; and imprisonment from 48 hours to not less than one year, depending on the nature and number of prior violations.

It is a crime to sell, furnish, or serve alcohol to any person who is visibly intoxicated. The City of Lancaster and the Commonwealth of Pennsylvania prohibit the consumption or distribution of alcohol in any public place without a proper license or permit and prohibit public drunkenness. Sales without a license or purchases of alcoholic beverages from an unlicensed source are prohibited.

It is unlawful to possess or transport liquor or alcohol within the Commonwealth unless it has been purchased from a State Store or in accordance with Liquor Control Board regulations.

DRUG CONVICTIONS AND FEDERAL FINANCIAL AID

Drug convictions no longer affect federal student aid eligibility. For more information about this and for how incarceration can affect federal student aid eligibility, please refer to the following website:

<https://studentaid.gov/understand-aid/eligibility/requirements/criminal-convictions>

LAWS GOVERNING DRUG USE

FEDERAL LAW

The Federal Government prohibits the manufacture, distribution, dispensation, and possession of controlled substances unless specifically permitted by statute.

The government categorizes controlled substances according to Schedules I through V. Schedule I drugs have a high potential for abuse, with no accepted medical use.

Schedule I drugs include but are not limited to, heroin, marijuana, hashish, LSD, and other

hallucinogens.

Schedule II drugs have a high potential for abuse, but some medical use, and include opium, morphine, codeine, barbiturates, cocaine and its derivatives, amphetamines, phencyclidine (PCP), and other narcotics.

Schedule III, Schedule IV, and Schedule V drugs have some potential for abuse, but less than Schedule I and II drugs, with Schedule III drugs having the most potential for abuse and Schedule V the least. Schedule III, IV, and V drugs include chloral hydrate (IV), certain barbiturates (III and IV), benzodiazepines (IV), glutethimide (III), other depressants and narcotics (III and IV), amphetamines (III), and other stimulants (III and IV).

A complete listing of controlled substances and their classifications is contained in Title 21 of the United States Code in Section 812. Penalties for the unauthorized possession, manufacture, sale, distribution, or delivery of drugs vary according to the type and quality of the drug, the existence of prior offenses, and whether death or serious injury results from the drug involved.

The federal penalty for the manufacture, sale, or distribution of small amounts of Schedule I and II drugs, for the first offense, is from five to 40 years imprisonment and/or not more than a two million dollar fine for an individual (where death or serious injury occurs, not less than 20 years imprisonment and not more than life imprisonment); for a second offense, not less than 10 years imprisonment and not more than life and/or a fine of not less than four million dollars for an individual (where death or serious injury occurs, not less than life imprisonment).

Penalties are doubled in many cases for the manufacture, sale, or distribution of larger amounts of Schedule I and II drugs. The federal penalty for the manufacture, distribution, or sale of Schedule III, IV, and V drugs of any quantity is: Schedule III Drug: not more than five years imprisonment and/or a \$250,000 fine for a first offense; the penalty is doubled for a second offense. Schedule IV Drug: not more than three years imprisonment and/or a \$250,000 fine for a first offense; the penalty is doubled for a second offense. Schedule V Drug: not more than one year imprisonment and/or a \$100,000 fine; the penalty is doubled for a second offense.

Federal law provides separate penalties for the manufacture, sale, or distribution of marijuana, hashish, or their derivatives. Penalties vary according to the quantity involved, the existence of a prior offense, and whether death or serious injury results. For a first offense involving small amounts (less than 50 kilograms of marijuana; less than 10 kilograms of hashish), the penalty includes not more than five years imprisonment and/or a \$250,000 fine for an individual.

Penalties are doubled for second offenses. For larger quantities (between 50-100 kilograms marijuana; between 10-100 kilograms hashish), the penalty includes not more than 20 years imprisonment and/or a fine of one million dollars. Penalties are increased for second offenses. Where death or serious injury results, penalties are increased to include not less than 20 years imprisonment and not more than life for a first-time offender; not less than life for a second-time offender.

In addition to the manufacture, distribution, or sale of controlled substances, federal law prohibits unauthorized possession of controlled substances. Penalties for simple possession include up to one year imprisonment and/or at least a \$1,000 fine (but less than \$10,000) for a first offense; up to two years imprisonment and/or at least a \$2,500 fine (but less than \$250,000) for a second offense; up to three years imprisonment and/or at least a \$5,000.00 fine (but less than \$250,000) for subsequent offenses. Special sentencing provisions apply to the possession of crack cocaine. Special federal penalties apply to the sale or distribution of controlled substances to persons under age 21 or within 1,000 feet of school, college, or university property

PENNSYLVANIA LAW

The Commonwealth of Pennsylvania also imposes penalties for the possession, sale, or delivery of a controlled substance.

Pennsylvania classifies controlled substances according to Schedules I through V consistent with federal law. As with federal law, penalties vary according to the type of controlled substance involved. The penalty for the sale or delivery, or possession with the intent to deliver, of a Schedule I or II drug, which is a narcotic, includes up to 15 years imprisonment and/or a \$250,000 fine. The penalty for the sale, delivery, or distribution of phencyclidines (PCP), methamphetamines, cocoa, and its derivatives, and marijuana in excess of 1,000 pounds includes up to 10 years imprisonment and/or a \$100,000 fine. The penalty for the sale, delivery, or distribution of any other Schedule I, II, or III drug not listed above, is up to five years imprisonment and/or a \$15,000 fine. The penalty for the sale, delivery, or distribution of any Schedule IV drug includes up to three years imprisonment and/or a \$10,000 fine. The penalty for the sale, delivery, or distribution of any Schedule V drug includes up to one year imprisonment and/or a \$1,000 fine.

Penalties for unauthorized possession of a controlled substance include up to one year imprisonment and/or a \$5,000 fine for the first offense.

Penalties for possession of a small amount of marijuana for personal use or with the intent to distribute but not to sell or the distribution of a small amount of marijuana but not sale, include up to 30 days in prison and/or a fine not to exceed \$500.

Penalties for the intentional purchase or knowing receipt in commerce by any person of any controlled substance, other drug or device from any person not authorized by law to sell, distribute, dispense or otherwise deal in such controlled substance, other drug or device include up to three years imprisonment and/or a fine not to exceed \$5,000.

HEALTH RISKS ASSOCIATED WITH ABUSE OF ALCOHOL & USE OF ILLICIT DRUGS

The National Institute on Drug Abuse (NIDA) and the National Institute on Alcohol Abuse and Alcoholism (NIAA) offer extensive information on the abuse of alcohol and drugs, health risks associated with drug and alcohol abuse, and treatment options. Important, related information on a wide range of related topics is also available on both sites' home pages: www.drugabuse.gov and <https://www.niaaa.nih.gov/>.

For more compelling and accurate drug and alcohol health information in an easy-to-reference chart and handout format go to:

NIDA: Commonly Abused Drugs Chart

<http://www.drugabuse.gov/drugs-abuse/commonly-abused-drugs-charts/commonly-abused-drugs-chart>

NIAA: Alcohol's Effects on the Body <http://www.niaaa.nih.gov/alcohol-health/alcohol-effects-body>

NIAA: Overview of Alcohol Consumption <http://www.niaaa.nih.gov/alcohol-health/overview-alcohol-consumption>

DRUG AND ALCOHOL ASSISTANCE FOR PCA&D STUDENTS AND EMPLOYEES

Students concerned about their own or another's drug or alcohol use are encouraged to contact the Dean of Students either directly or through anyone teaching or working at the College with whom a student has a relationship of trust and confidence. The Dean of Students will make an immediate referral to the College Counselors who, after a maximum of three to four counseling/evaluation sessions, may direct a student to community professionals or agencies.

Faculty and staff concerned about their own or another's drug or alcohol use are encouraged to contact the Office of Human Resources. (See: Resource Directory, below, p.

24)

HAZING POLICIES AND PROCEDURES

PCA&D adheres to the Pennsylvania Timothy J. Piazza Anti-hazing Law. The Timothy J. Piazza Law defines hazing to include: Hazing, Aggravated Hazing, and Organizational Hazing. Hazing, Aggravated Hazing, and Organizational Hazing are each prohibited by PCA&D's policy. It shall not be a defense that the consent of the minor or student was sought or obtained. It is also not a defense that the conduct was sanctioned or approved by the organization.

Hazing: any action or situation which knowingly, recklessly, and/or intentionally endangers the mental or physical health or safety of a minor or student. This includes, but is not limited to any situation which:

- Creates a risk of injury to any individual or group
- Causes discomfort to any individual or group
- Causes embarrassment to any individual or group
- Involves harassment of any individual or group
- Involves degradation of any individual or group
- Involves humiliation of an individual or group
- Involves ridicule of an individual or group
- Involves or includes the willful destruction and/or removal of public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in any organization.

For purposes of this definition, any activity as described in this definition upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be "forced" activity, the willingness of an individual to participate in such activity notwithstanding.

Aggravated Hazing: A person commits the offense of aggravated hazing if the person commits a violation of Hazing that results in serious bodily injury or death to the minor or student; and

- The person acts with reckless indifference to the health and safety of the minor or student; or
- The person causes, coerces, or forces the consumption of an alcoholic liquid or drug by the minor or student

Organizational Hazing: An organization commits the offense of Organization Hazing if the organization intentionally, knowingly, or recklessly promotes or facilitates a violation of

Hazing or Aggravated Hazing.

ENFORCEMENT

As in all cases deemed to potentially compromise the safety or the community of any individual, allegations of Hazing, Aggravated Hazing or Organizational Hazing, whether occurring on or off campus, will be handled in accordance with the PCA&D's Student Conduct Process, which details the process of investigation, adjudication, and possible sanctions.

Through this Conduct process, sanctions may result in:

- The rescission of permission for the organization to operate on campus or school property or to otherwise operate under the sanction or recognition of the College
- Revocation of on-campus housing privileges or other extracurricular involvements
- The imposition of probation, suspension, or expulsion.
- Any act of hazing may also be handled by Law Enforcement and criminal charges may be filed under state law, including The Timothy J. Piazza Anti-hazing Law, 18 Pa. C.S. s 2801, et seq.

HOW TO REPORT

Any student who suspects hazing in connection with any student group should contact the Dean of Students, the Provost, the CFO, the President, and/or local Law Enforcement.

SAFE HARBOR

To encourage students to seek emergency assistance for those who have been hazed, individuals shall be immune from policy violations for hazing and underage drinking if they call 911, law enforcement and/or College officials including PCA&D Community Assistants, faculty and staff; and believe they are the first to call for help and remain with the victim until emergency personnel arrive. In addition, immunity also will be given to the person who receives medical assistance.

REPORTING TO THE COMMUNITY

PCA&D will maintain a report of all violations of this Policy or of Federal or State laws related to hazing that are reported to the College in the Annual Safety and Security Report, which is publicly accessible on the PCA&D website under College Safety.

HARASSMENT POLICIES AND PROCEDURES

PCA&D NON-DISCRIMINATION STATEMENT

Pennsylvania College of Art & Design values diversity, equity, and inclusion and affirms its commitment to a college community where all are treated with respect and dignity. PCA&D has an institutional commitment to equal opportunity and is committed to creating and fostering positive educational, working, and living environments where all community members can participate fully and equally and are free from discrimination, harassment, intimidation, or retaliation. Discrimination is antithetical to our core values. Each member of the PCA&D community—including faculty, staff, and students—is responsible to foster a culture of respect and uphold the College’s non-discrimination policy:

Pennsylvania College of Art & Design prohibits discrimination against and harassment on the basis of age, race, color, national or ethnic origin, sex, gender identity or expression, sexual orientation, family or marital status, pregnancy, genetic information, disability, religion, veteran status, or any other protected class in any phase of its employment process, admissions process, and programs and activities. Pennsylvania College of Art & Design prohibits unlawful discrimination and harassment in compliance with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Pennsylvania Human Relations Commission Policies & Nondiscrimination Guidelines, City of Lancaster General Legislation Chapter 125/Ord. No. 10-2001, and other federal, state, and local laws.

Pennsylvania College of Art & Design takes seriously all complaints of discrimination and harassment. Any member of the PCA&D community has the right to raise concerns or make a complaint regarding discrimination and/or harassment without fear of retaliation. The College will take prompt and appropriate steps when it becomes aware that a member of the campus community has been subjected to or affected by discriminatory and/or harassing behavior based on a protected characteristic. The College will review the matter promptly, conduct an investigation if necessary, take appropriate actions to end a hostile environment if one has been created to stop and prevent the recurrence of discrimination and harassment. Although the actions of and response by the College will vary based on the details of each case, disciplinary action will be taken against individuals who engage in discriminatory or harassing behavior based on all protected classes and characteristics.

PCA&D actively works to address and eliminate harassment, hate, and violence that negatively impact the ability of our community members to learn, work, or create. We will engage in this intentional work together to ensure our community remains an equitable place of learning and creativity. Students, staff, and faculty are asked to come forward and

report concerning behaviors (i.e., which relate to discrimination and harassment), so they can be addressed in a timely and thoughtful manner. PCA&D community members may report concerning behaviors to any PCA&D staff or faculty member. Inquiries regarding the application of the above policy and reports of discrimination and/or harassment should be directed to the Dean of Student Affairs at deanofstudents@pcad.edu (students) or PCA&D Human Resources at hr@pcad.edu (employees).

BIAS REVIEW AND RESPONSE

Pennsylvania College of Art & Design takes seriously all complaints of discrimination and harassment. Any member of the PCA&D community has the right to raise concerns or make a complaint regarding discrimination and/or harassment without fear of retaliation. The College will take prompt and appropriate steps when it becomes aware that a member of the campus community has been subjected to or affected by discriminatory and/or harassing behavior based on a protected characteristic. The College will review the matter promptly, conduct an investigation if necessary, take appropriate actions to end a hostile environment if one has been created, and to stop and prevent the recurrence of discrimination and harassment. Although the actions of and response by the College will vary based on the details of each case, disciplinary action will be taken against individuals who engage in discriminatory or harassing behavior based on all protected classes and characteristics.

PCA&D actively works to address and eliminate harassment, hate, and violence that negatively impact the ability of our community members to learn, work, or create. We will engage in this intentional work together to ensure our community remains an equitable place of learning and creativity. Students, staff, and faculty are asked to come forward and report concerning behaviors (i.e., which relate to discrimination and harassment), so they can be addressed in a timely and thoughtful manner).

The Bias Review and Response process is a proactive measure designed to support an equitable learning and working environment and an inclusive campus climate in line with PCA&D's non-discrimination policy. This is a mechanism for students, staff, and faculty to report bias they observe and/or experience at PCA&D and provides the opportunity for support and resources for those affected by bias, educational responses, and bias incident tracking. PCA&D is committed to acknowledging and addressing bias incidents when they occur in our campus community.

If you experience or observe an incident of bias or discrimination based on age, race, national or ethnic origin, sex, gender identity or expression, sexual orientation, family or marital status, genetic information, disability, religion, veteran status, or any other

identity or protected class, please direct inquiries and reports to the Dean of Student Affairs at deanofstudents@pcad.edu (students) or the Human Resources Director at hr@pcad.edu (employees).

The Bias Review and Response Team is a collaborative team of senior administrators and campus personnel who will respond to all reported incidents and provide supportive and educational measures as appropriate. All reported incidents will be reviewed in accordance with applicable investigative processes and campus policies. BRRT members will review all reported cases and inform applicable individuals/offices to address the incident in a timely manner.

SEXUAL HARASSMENT & MISCONDUCT POLICY

FEDERAL COMPLIANCE TO TITLE IX

Title IX is a federal law that prohibits discrimination based on sex in educational programs or activities that take place at educational institutions that receive federal financial assistance. All forms of sexual or gender-based harassment are violations of Title IX, which include but are not limited to dating violence, domestic violence, stalking, and sexual assault. Title IX protects individuals of all genders and sexual orientations and applies to students, faculty, staff, independent contractors, campus visitors, and other participants in College educational programs and activities.

PCA&D is in compliance with Title IX of the Education Amendments of 1972. As such, PCA&D has developed internal policies and procedures that provide a prompt, fair, and impartial process for those involved in an allegation of discrimination or harassment on the basis of protected class status, and for allegations of retaliation. To review PCA&D's full Title IX Policy, definitions, procedures, and reporting options, please go to the College's [Title IX website](#).

To ensure compliance with Title IX and other federal and state civil rights laws, PCA&D has designated a Title IX Coordinator to monitor compliance with Title IX and ensure that reports of sexual or gender-based harassment or misconduct are appropriately investigated and addressed by the College. Any student who has questions or concerns about their rights under Title IX or who believes that he/she/they have been the victim of sexual or gender-based harassment or misconduct, or to report an incident is encouraged to contact the College's Title IX Coordinator by emailing titleix@pcad.edu. PCA&D will act on any formal or informal allegation or notice of violation of the policy on

Equal Opportunity, Harassment and Nondiscrimination that is received by the Title IX Coordinator or a member of the administration, faculty, or other employee, with the exception of confidential resources, as articulated in the Policy above.

The procedures described below apply to all allegations of harassment or discrimination on the basis of protected class status involving students, staff, faculty members, or third parties with the exception of at-will employees. These procedures may also be used to address collateral misconduct arising from the investigation of or occurring in conjunction with harassing or discriminatory conduct (e.g., vandalism, physical abuse of another).

PCA&D HARASSMENT AND MISCONDUCT POLICIES

PCA&D HARASSMENT POLICY

PCA&D values a learning environment free from discrimination and harassment while maintaining the safety and dignity of all members of this community. As such, the College upholds policies and actions taken in regards to formal reports of discrimination and harassment, as well as sexual harassment and misconduct, which do not fall under the purview of Title IX. The policies below are based on provisions within Federal Title IX; Federal Title II (the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act, 2009), and the Federal Higher Education Opportunity Act (2008).

PCA&D is committed to providing an environment free from discrimination, including discrimination based on sex, and has a zero-tolerance policy concerning any and all forms of sexual harassment and misconduct. The College prohibits sexual and gender-based harassment and misconduct in any form, including, but not limited to sexual assault, sexual violence, sexual abuse, stalking, intimate partner violence and any form of nonconsensual sexual conduct.

The College encourages any student, faculty, or staff member who has experienced or observed harassment to promptly report such incidents to the [PCA&D Title IX Coordinator](#). (see: Resource Directory, p. 24 of this document for contact information). The Title IX Coordinator will determine whether or not the experienced or observed incident of harassment meets Title IX parameters.

PCA&D SEXUAL HARASSMENT AND MISCONDUCT POLICY

In accordance with the Federal Title IX stipulations, sexual harassment is defined as any

unwelcome conduct of a sexual nature. Sexual violence is a form of sexual harassment prohibited by Title IX.

The College's Sexual Harassment Policy includes, but is not limited to, prohibitions of the following: (a) unwelcome sexual advances or requests for sexual favors; (b) any forcible or non-forcible sex offense (including sexual harassment, sexual assault, sexual misconduct, sexual exploitation, stalking, dating violence, and domestic violence); (c) verbal, written, graphic, or physical conduct of a sexual nature; or (d) other sex or gender-motivated offensive conduct when submission to or rejection of such conduct is made a basis for decisions affecting any student or employee (e.g., favorable critique or review of work, attainment of a grade, employment advantage, or access to college-based services or programs).

Sexual harassment shall also consist of either isolated or repeated incidents of conduct that is severe or pervasive enough that the purpose is to or effect of such conduct creates an intimidating, hostile, or that creates an offensive learning or working environment—directly or indirectly—for students, faculty, or staff

Instances of harassment of students that involve physical contact with injury (e.g., rape, acquaintance rape, abuse involving manual blows or weapons, etc.) should immediately be reported to any available member of the faculty, administration, or staff. PCA&D personnel approached with this kind of information should escort students to (or contact) the Dean of Students, Provost, or President. Faculty and staff should seek out or be escorted to their supervisor or to the Human Resources Manager. (See: Resource Directory, p. 24 of this document for contact information.)

Victims of violence or sexual abuse, or persons coming to their aid, should not alter any physical or environmental evidence of an incident—preserving evidence for proof of a criminal offense is critical. If requested, students or employees will be assisted in notifying the Lancaster Police Department or other local resources providing intervention and help. Students will be offered an immediate counseling session with a PCA&D College Advisor. The College Counselors are licensed professional counselors in Pennsylvania and are contracted to advise students for up to eight individual sessions and then to make appropriate external referrals for counseling if necessary or desirable. If there is an instance in which a student suspects discrimination, the Dean of Students will assist them in contacting the Human Relations Commission in Harrisburg, Pennsylvania.

DEFINITIONS THAT INFORM POLICY

Bystander Intervention: Techniques by which an individual can safely and actively intervene

if it appears someone is at risk for sexual assault. Techniques include: distraction in a friendly manner (e.g., if you can't change the tone, change the conversation); never be aggressive or use violence; get help from other bystanders if necessary; never hesitate to call the police if a situation becomes too serious.

Consent: Informed, freely, and actively given communication of permission between or among all persons involved in a sexual encounter. Verbal communication of consent that is ongoing is best and must be mutually understood by all parties. Silence cannot be interpreted as consent.

Whoever initiates sexual contact must be sure of what their partner wants and does not want sexually. Previous relationships and consent to an earlier sexual encounter do not stand as consent to subsequent sexual activity. Consent can be withdrawn at any time. Consent cannot be gained by force and it cannot be given by minors, mentally disabled persons, or persons whose judgment is impaired at the time by drugs or alcohol. The initiator of sexual contact cannot use intoxication or impaired judgment caused by alcohol or drugs as an excuse for not being responsible for obtaining consent as defined here.

Dating Violence: Violence, on the basis of sex, committed by a person, who is in or has been in a social relationship of a romantic or intimate nature with the Complainant (individual making a formal complaint to the College). The existence of such a relationship shall be determined based on the Complainant's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition—Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating Violence does not include acts covered under the definition of domestic violence.

Domestic Violence: Violence, on the basis of sex, committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, or by a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner, or by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Pennsylvania, or by any other person against a n adult or youth Complainant who is protected from that person's acts under the domestic or family violence laws of Pennsylvania.

Incapacitation: A person cannot consent if they are unable to understand what is happening or are disoriented, helpless, asleep, or unconscious, for any reason, including by alcohol or other drugs. Incapacitation occurs when someone cannot make rational, reasonable decisions because they lack the capacity to give knowing/informed consent

(e.g., to understand the “who, what, when, where, why, or how” of their sexual interaction). Incapacitation is determined through consideration of all relevant indicators of an individual’s state and is not synonymous with intoxication, impairment, blackout, and/or being drunk.

Intimidation: Attempting to keep someone from making a report of sexual harassment or misconduct through fear tactics or threats of physical or emotional harm to that person or anyone associated with them.

Sexual Assault: Any sexual act directed against another person, without the consent of the Complainant, including instances in which the Complainant is incapable of giving consent.

Sex Offenses, Forcible:

Forcible Rape:

Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the Complainant.

Forcible Sodomy:

Oral or anal sexual intercourse with another person, forcibly, and/or against that person’s will (non-consensually), or not forcibly or against the person’s will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

Sexual Assault with an Object:

The use of an object or instrument to penetrate, however slightly, the genital or anal opening of the body of another person, forcibly, and/or against that person’s will (non-consensually), or not forcibly or against the person’s will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

Forcible Fondling:

The touching of the private body parts of another person (buttocks, groin, breasts), for the purpose of sexual gratification, forcibly, and/or against that person’s will (non-consensually), or not forcibly or against the person’s will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

Sex Offenses, Non-forcible:

Incest:

Non-forcible sexual intercourse, between persons who are related to each other, within the degrees wherein marriage is prohibited by Pennsylvania law.

Statutory Rape:

Non-forcible sexual intercourse, with a person who is under the statutory age of consent of 16 in the State of Pennsylvania

Sexual exploitation:

Taking non-consensual or abusive sexual advantage of another for their own benefit or for the benefit of anyone other than the person being exploited, and that conduct does not otherwise constitute sexual harassment under this policy. Examples of Sexual Exploitation include, but are not limited to:

- Sexual voyeurism (such as observing or allowing others to observe a person undressing or using the bathroom or engaging in sexual acts, without the consent of the person being observed)
- Invasion of sexual privacy.
- Taking pictures, video, or audio recording of another in a sexual act, or in any other
 - sexually-related activity when there is a reasonable expectation of privacy during the activity, without the consent of all involved in the activity,
 - or exceeding the boundaries of consent (such as allowing another person to hide in a closet and observe sexual activity,
 - or disseminating sexual pictures without the photographed person's consent), including the making or posting of revenge pornography
- Prostituting another person
- Engaging in sexual activity with another person while knowingly infected with human immunodeficiency virus (HIV) or a sexually-transmitted disease (STD) or infection (STI), without informing the other person of the infection
- Causing or attempting to cause the incapacitation of another person (through alcohol, drugs, or any other means) for the purpose of compromising that person's ability to give consent to sexual activity, or for the purpose of making that person vulnerable to non-consensual sexual activity
- Misappropriation of another person's identity on apps, websites, or other venues designed for dating or sexual connections
- Forcing a person to take any action against that person's will by threatening to show, post, or share information, video, audio, or an image that depicts the person's nudity or sexual activity
- Knowingly soliciting a minor for sexual activity
- Engaging in sex trafficking
- Creation, possession, or dissemination of child pornography

- Threatening or causing physical harm, extreme verbal, emotional, or psychological abuse, or other conduct which threatens or endangers the health or safety of any person;
- Discrimination, defined as actions that deprive, limit, or deny other members of the community of educational or employment access, benefits, or opportunities
- Intimidation, defined as implied threats or acts that cause an unreasonable fear of harm in another;
- Hazing, defined as acts likely to cause physical or psychological harm or social ostracism to any person within the PCA&D community, when related to the admission, initiation, pledging, joining, or any other group-affiliation activity as defined further in the PCA&D's Hazing Policy;
- Bullying, defined as:
 - Repeated and/or severe
 - Aggressive behavior
 - Likely to intimidate or intentionally hurt, control, or diminish another person, physically and/or mentally
 - That is not speech or conduct otherwise protected by the First Amendment.

Retaliation: Any attempt at retribution against someone who has reported activities prohibited by this policy or against anyone who has participated in a policy-related investigation or proceeding.

Stalking: Engaging in a course of conduct, on the basis of sex, directed at a specific person, that would cause a reasonable person to fear for the person's safety, or the safety of others; or suffer substantial emotional distress. For the purposes of this definition, "course of conduct" means two or more acts, including, but not limited to, acts in which the Respondent (individual who is named by the Complainant in the formal complaint to the College) directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

HARASSMENT/SEXUAL OFFENSES: GENERAL REPORTING AND INVESTIGATIVE PROCEDURES

Regardless of residence, PCA&D encourages any individual who has been affected by sexual harassment or misconduct to immediately report the incident or incidents giving rise to such

concerns. This policy provides several reporting options.

EMERGENCY/IMMEDIATE REPORTING OPTIONS

The College encourages all individuals to seek assistance from a medical provider and/or law enforcement immediately after an incident of sexual misconduct to address any concerns about personal safety, as well as physical and emotional well-being. In order to ensure the preservation of evidence and to begin a timely investigative and remedial response, this is the best option. For more information about medical treatment, please see the section below.

Students and employees who have experienced sexual misconduct may seek the assistance of the City of Lancaster Police by calling 911. A report can be made 24 hours a day, 7 days a week.

For victim support and advocacy when reporting to a medical professional or law enforcement, students and employees can also contact the YWCA (Lancaster County's Rape Crisis Center) Sexual Assault hotline at 717.392.7273 or wehearyou@ywcalancaster.org.

MEDICAL TREATMENT

Students and employees are encouraged to seek medical treatment. Evidence collection is best conducted as soon as possible after a sexual assault. Hospitals have different time frames for providing care and collecting evidence, but all hospitals will provide an exam within 72 hours of an assault. A medical provider can provide emergency and/or follow-up medical services, and the ability to discuss any health care concerns related to the incident in a confidential medical setting may bring peace of mind.

The medical exam has two goals: first, to diagnose and treat the full extent of any injury or physical effect (e.g., sexually transmitted infection or pregnancy), and second, to properly collect and preserve evidence. There is a limited window of time (i.e., typically 72 to 96 hours) following an incident of sexual assault to preserve physical and other forms of evidence. Whether or not an individual has chosen how to proceed at the time of the medical examination, taking the step to gather evidence now will preserve the full range of options to seek resolution through the College's complaint processes and/or through filing a formal complaint with law enforcement. The below medical facilities offer full rape kit and medical exams.

Please note that if you go to the hospital, a sexual assault will likely be reported to the police.

However, you have no obligation and do not have to talk to the police in order to get a forensic exam. You can decide at a later time whether or not to speak with the police.

Local services include

YWCA Sexual Assault Prevention & Counseling Center

110 N. Lime Street, Lancaster, PA

<https://ywcalanaster.org/programs/sexual-assault-prevention-and-counseling-center/>

24-Hour Sexual Assault Hotline: 717-392-7273

wehearyou@ywcalanaster.org

Lancaster General Hospital

www.lancastergeneralhealth.org

555 North Duke Street Lancaster, PA 17602

717-544-5511

CENTRALIZED COLLEGE REPORTING OPTIONS

Students and employees who believe they have been victims of harassment or sexual assault are encouraged to promptly report the facts of the incident to any responsible College staff or faculty member with whom they trust or feel comfortable.

Employees who believe they have been victims of harassment or sexual assault should promptly report the facts of the incident to their supervisor or the Human Resources & Administration Manager.

All officers, department heads, faculty members, supervisors, professional staff, student employees, or volunteers who are responsible for student welfare must report any and all incidents of discrimination and harassment to the Title IX Coordinators, regardless of whether or not the individual witnessed the incident, or learned of it through the Complainant or a third party. The Title IX Coordinators will determine whether or not the experienced or observed incident of harassment meets Title IX parameters.

If the incident does not meet the criteria threshold of Title IX:

- for students, the report will be referred to the Dean of Students for review under PCA&D's Sexual Harassment and Misconduct policies;
- for staff and faculty, the report will be referred to the Human Resources & Administration Manager for review under the policies within the PCA&D Employee Handbook.

MAKING A FORMAL COMPLAINT TO THE COLLEGE

If a student or employee chooses to submit a formal complaint, the College will respond promptly and equitably to all allegations of sexual harassment or misconduct and will take all appropriate steps to eliminate the harassment or misconduct, prevent its recurrence, and address its effects. The ensuing investigation will remain confidential to the extent that is possible while remaining consistent with the College's legal, investigative, and hearing/proceeding obligations. The College understands its obligation to investigate reported conduct even if a law enforcement investigation is in play at the same time.

Complainants will be notified of their right to file a criminal complaint at any point before, during, or after the College's harassment evaluation procedures. Complainants will be informed of the right not to report a sexual assault to law enforcement. The College understands police investigations or reports, although informative, do not override the outcome of PCA&D's evaluation of whether or not an incident violates Title IX or PCA&D's Sexual Harassment and Misconduct policies. Conduct may constitute unlawful sexual harassment under Title IX or PCA&D's Sexual Harassment and Misconduct policies even if police cannot establish it as a criminal act.

The College will provide interim measures to address individual safety and well-being, provide an adequate and reliable investigation, fair adjudicatory and resolution processes, and take remedial and corrective action when it is determined that a violation has occurred. All persons involved will receive written notice of the conclusions of the investigation and the outcome of the conduct process.

At each of these stages, the College is committed to maintaining fairness for all parties and to balancing the needs and interests of the individuals involved with the safety of the community as a whole. In all cases, PCA&D's inquiry will be prompt, thorough, and impartial.

After appropriate investigation, any person studying or working at PCA&D who is found to have engaged in harassment of or committed a sexual offense against another person studying or working at the College will be subject to sanctions appropriate to the circumstances—up to and including immediate and permanent expulsion from all educational programs or discharge from employment.

This policy applies to all students, employees, and third parties alike—without exceptions or exclusions.

INSTITUTIONAL INVESTIGATION AND CONDUCT PROCEDURES

- All parties will have an equal opportunity to present relevant information.
- Parties will have similar and timely access to information that will be used at a hearing.
- Real or perceived conflicts of interest between the fact-finders and all parties will be disclosed and addressed.
- Restorative Justice is an option instead of a formal grievance process, however, it will never be employed in cases of sexual violence.
- Fact-finders and the Student Affairs and Academic Standing Committee must use a “preponderance of the evidence” standard.
- Appeals processes will be made equally available to all parties.

CONFIDENTIALITY AND REPORTING

The College acknowledges that a student, employee, or third party reporting an incident of sexual assault may prefer that all information remain confidential. Victims of sexual assault who want to maintain confidentiality while pursuing reporting options should know that College Counselors are not required to report information about an incident to the College’s Title IX Coordinator without the victim’s permission.

A Complainant who chooses to maintain confidentiality should be aware that the College will not then be able to conduct an investigation or pursue disciplinary action against an alleged Respondent. At any time, the Complainant may choose to file a formal complaint with the College. Complainants who file complaints at any time will be assisted by the College to receive counseling, medical treatment, and any immediate or interim measures that the College can provide to ensure a victim’s safety and well-being.

However, if a Complainant makes a formal report and wants to maintain a strong level of confidentiality (i.e, no investigation; no disciplinary action), the Complainant needs to understand that the College will have to weigh that request against its obligations to provide a safe environment for all students, faculty, and staff. In some circumstances, the College legally cannot honor a Complainant’s request in order to continue to provide a safe, non-discriminatory environment for all members of the College community—including the Respondent.

Whether confidentiality is maintained or not, responsible employees—staff members, instructors; who are told about an incident of sexual harassment or assault would need to report the nature, date, time, and general location of the incident to the Title IX Coordinator.

BYSTANDER INTERVENTION

The College expects all community members to take reasonable and prudent actions to prevent or stop an act of sexual harassment or misconduct. Taking action may include direct intervention, calling law enforcement, or seeking assistance from a person in authority. Community members who choose to exercise this positive moral obligation will be supported by the College and protected from retaliation.

STATEMENT AGAINST RETALIATION

It is a violation of College policy to retaliate in any way against an individual or a group because the individual or group of individuals reported an allegation of sexual harassment or misconduct. The College recognizes that retaliation can take many forms, may be committed by an individual or a group against an individual or a group, and that a Respondent can also be the subject of retaliation by the Complainant or a third party. The College will take immediate and responsive action to any report of retaliation and may pursue disciplinary action as appropriate.

STUDENT CODE OF CONDUCT

All students are subject to appropriate rules of proper conduct. PCA&D reserves the right to dismiss a student whose attendance, academic performance, or conduct—whether on or off College premises—is judged unsatisfactory.

[The PCA&D Student Handbook and Community Standards](#) (the “Handbook”) is produced by the Division of Student Affairs and is a compilation of official policies, procedures, resources, and definitions. The Handbook serves as a tool to inform students (“Students” or “You”) of the College’s community expectations while assisting students in finding appropriate resources and support for their academic and cocurricular success. The Handbook also serves to protect the integrity and well-being of all members of the Pennsylvania College of Art & Design (“PCA&D” or “College”) community and allow the College to advance its educational mission and goals.

This Handbook contains information for students about policies, procedures, guidelines, and standards related to the Student Life division at PCA&D. For information related to the Academic Affairs division, including academic policies, admissions and financial aid information, departments and curricular programs, and course descriptions, please refer to the Academic Catalog. There may necessarily be some overlap in content between these companion publications. Students are responsible for reading, understanding, and

complying with the policies and procedures in the Handbook and Academic Catalog.

In addition to PCA&D policies, students, faculty, staff, and visitors are expected to comply with all local, state, and federal laws while on campus or PCA&D property, or while engaged in an education program or activity.

PCA&D reserves the right to revise, modify, amend, delete, or add any Handbook policy at any time and from time to time, as deemed necessary or appropriate by PCA&D.

Revisions are effective immediately and prior notice is not required. The current version, including any applicable revisions, is available on the Student Life page of the PCA&D website. When reasonable and practicable, PCA&D will notify students of revisions through email and/or other methods as determined by PCA&D administration.

While outlined in the aforementioned handbook (beginning on page 31), students are also provided with a [Student Code of Conduct pledge](#) to review and sign during Welcome Week with Faculty Advisors. This pledge enforces and educates students on one of the more critical components of the handbook that supports community expectations.

EMPLOYEE CONDUCT

The PCA&D Employee Handbook is available to employees in the PCAD Documents Shared Drive in Google Workspace. All employees receive a digital PDF file through the Human Resources office at the time of hire.

The Handbook includes a variety of policies and procedures related to Clery Act requirements. clearly indicates that the violation of any policy included in it can result in disciplinary action. In addition, the Employee Handbook includes a list of violations of PCA&D work and safety rules that could—even on a first occurrence and at the College’s discretion— result in termination of any employee. The list includes: (1) fighting, threatening, intimidating, or using obscene or insulting gestures, abusive language or otherwise abusive behavior toward other staff and faculty or toward any student or visitor; and (2) use, sale, or distribution of alcohol or illegal drugs on College property or during work hours (including being under the influence of alcohol or drugs during work hours or on College property).

During any institutional investigative proceedings related to an alleged sexual offense or harassment incident involving faculty or staff, the College will adhere to the investigative

process and grievance procedures described in this report.

RELATED POLICIES

WEAPONS ON CAMPUS

Pennsylvania College of Art & Design strictly prohibits the possession or use of weapons or dangerous items or substances on College premises or while any member of the College community is engaged in a school-sponsored event or activity. Any weapons or substances found in the possession of students, faculty, or staff will be impounded by the College and will not be returned.

MISSING STUDENTS

A student will be considered missing if apartment-mates, friends, staff, or faculty become concerned about an unexplained absence of a significant length to which the instinctive response is that the behavior is unusual for the person in question. The College's Mandatory Attendance Policy requires faculty to record student absences weekly for academic and various policy reasons. Students who are absent from classes two weeks in succession are reported to the Registrar or Dean of the Faculty for follow-up.

Because PCA&D does not have a traditional residential campus, the College must rely on students, faculty, or staff who may think a student is missing to report any unusual or extended absence or lack of contact as soon as they become aware of it. Concerned persons should speak to any of the following: Dean of Students, Director of Housing & Residence Life, Director of Physical Plant, Provost, Human Resources & Administration Manager, or the President.

Students file Emergency Contact information with the College upon admission. This information is held in the student's permanent folder in the Registrar's office. The College reserves the right to notify a student's emergency contact person or persons no later than 24-hours after a reasonable determination by the administration that the student is missing. The College will also notify the Lancaster Bureau of Police no later than 24-hours after reasonably determining that a student is missing.

RESOURCE DIRECTORY

COLLEGE ASSISTANCE

Holistic Student Support: Student Life team, supervised by the Associate Vice President of Academic Affairs & Dean of Students, Linda King Brown

Office: Room 216, 2nd Floor, South Building: 717-396-7833, ext. 1053

E-mail: lbrown@pcad.edu

Mental Health Crisis Counseling: Direct referral to Connect Counseling through the Associate Vice President of Academic Affairs & Dean of Students, Linda King Brown

Office: Room 216, 2nd Floor, South Building: 717-396-7833, ext. 1053.

E-mail: lbrown@pcad.edu

Mental Health Personal and Group Counseling: UWill and Lyceum.

Webpage: <https://pcad.edu/support-counseling/>

Vice President of Academic Affairs & Chief of Staff, Steve Jacob

Office: Room 215, 2nd Floor, South Building: 717-396-7833, ext. 1049

E-mail: sjacob@pcad.edu

President, Andy Barnes

Office: Room 113, Mezzanine Level, North Building: 717-396-7833, ext. 1011.

E-mail: abarnes@pcad.edu

Title IX Coordinator and Human Resource Manager, Michele Wherley. Office: Room 217, 2nd Floor, South Building: 717-396-7833, ext. 1033

E-mail: mwherley@pcad.edu

Vice President of Finance and CFO, Wendy Albert

Office: Room 208, 2nd Floor, South Building: 717-396-7833, ext. 1015

E-mail: walbert@pcad.edu

Director of the Physical Plant, Dan Freiler Office: 717-396-7833, ext. 1023.

E-mail: dfreiler@pcad.edu

RESOURCES FOR INTERVENTION, EVALUATION & TREATMENT

MEDICAL & POLICE EMERGENCIES: 911

Lancaster City Bureau of Police Non-emergency police assistance or to report information about criminal activity (current or previous)	www.lancasterpolice.com 39 W. Chestnut Street Lancaster, 17603 717-664-1180
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Lancaster General Hospital/Emergency Room	555 North Duke Street Lancaster, PA 17602 717-544-5122
Suicide and Crisis Lifeline	988 (call or text)
YWCA Sexual Assault Prevention & Counseling Center	110 N. Lime Street Lancaster, PA 7602 717-392-7273
Lancaster Sexual Assault Hotline	
Crisis Intervention Unit of Lancaster County (suicide and acute emotional, drug, and alcohol problems)	717-394-2631
Council on Alcoholism & Drug Abuse	717-299-2831
Information, referral, prevention, education, and assessment	
Narcotics Anonymous Helpline	717-393-4546
Compass Mark Lancaster and Chester counties' organization for substance abuse addiction and prevention.	891 Santa Barbara Dr, Suite 104 Lancaster, PA 17601 (717) 299-2831

ADDITIONAL ALCOHOL AND DRUG RESOURCES

The Alcoholism and Drug Abuse Hotline (24 hours a day / 7 days a week):	1-800-252-6465
The Cocaine Hotline (24 hours a day / 7 days a week)	1-800-444-9999
National Institute on Drug Abuse Hotline (Monday through Friday, 8 a.m. to 2 a.m. / Saturday and Sunday, 11 a.m. to 2 a.m.)	1-800-662-4357
Alcohol & Drug Recovery First, Inc.	1-800-734-5192
Alcohol-Drug Treatment Referral	1-800-454-8966

NOTICE TO THE PCA&D COMMUNITY: RESOURCES FOR INFORMATION ABOUT SEX OFFENDERS

Any member of the PCA&D college community who is in need of information about registered sex offenders living or working in this area may refer to one of the following

resources:

- Lancaster City Bureau of Police / Special Investigations Unit; Direct dial: 717-735-3317
- Megan's Law Website / State of Pennsylvania: www.pameganslaw.state.pa.us/
- Dru Sjodin National Sex Offender Public Website: www.NSOPW.gov

Under the aegis of the US Department of Justice, the NSOPW.gov address takes you to the Dru Sjodin National Sex Offender Public Website. Members of the public can use this site to educate themselves about the possible presence of sex offenders in local communities nationwide.

AVAILABILITY OF ACCREDITATION DOCUMENTS

Documents of accreditation with the Middle States Commission on Higher Education for Pennsylvania College of Art & Design are available on request from the Office of the President. You may also find information about PCA&D's accreditation on MSCHE's website: <https://www.msche.org/institution/0827/>

INSTITUTIONAL SECURITY AND SECURITY DATA POLICIES

INTRODUCTION

This section has been prepared for Pennsylvania College of Art & Design students, parents, faculty, staff, friends, and guests. It outlines current Pennsylvania College of Art & Design policies regarding security and crime.

At PCA&D, the Vice President of Academic Affairs & Chief of Staff, the Associate Vice President of Academic Affairs & Dean of Students and Director of Physical Plant are responsible for preparing the annual disclosure of crime statistics contained in this report with assistance from the Title IX Coordinator. Crime statistics for the College are taken from incident reports submitted to and maintained by the Director of Physical Plant after any reported on-campus occurrence. Statistics are also gathered from the Lancaster City Bureau of Police concerning the 202-204 N Prince Street facility occupied by the College and 47 W. Chestnut St. 30-40 W King St, 349 North Market Street, 520 & 526 Charlotte St., 404, 405, 407, 409 & 423 W. James St., 541-563 College Avenue, 441 College Avenue

are PCA&D's on-campus housing facilities. Statistics are gathered from the Northern Lancaster County Regional Police Department for the Rock Lititz campus at 280 Touring Blvd. in Lititz, PA

The report complies with the requirements of the Clery Act, the Federal Student Right-to-Know and Campus Security Act [P.L. 101-542] and Pennsylvania Uniform Crime Reporting Act. A list of the federal and state crime statistics of Pennsylvania College of Art & Design is included later in this report.

Please note that the Campus Responder app, as discussed previously in this report and which will be implemented during the present academic year, will likely affect the policies and procedures in this section. At the time of filing this report, the procedures detailed in this report are current and accurate.

REPORTING CRIMINAL ACTIONS

Daytime, non-emergency incidents should be reported to the Director of Physical Plant (ext. 1023). If the Director of Physical Plant is unavailable, reports should then be directed to the Dean of Students (ext. 1053) or the VP of Academic Affairs (ext. 1049).

Emergencies should be responded to immediately by dialing 911.

In addition to the guard desk in the Main Gallery entrance, all PCA&D classrooms and offices have telephones that may be used for reporting emergencies. Once an emergency incident is reported via 911, follow-up calls should be made to the Director of Physical Plant, Human Resources & Administration Manager, Dean of Students, Student Success Advisor, Student Engagement Coordinator, or VP of Academic Affairs offices as described above. Each of the office areas mentioned are Campus Security Authorities.

During evening and weekend hours, reports of non-emergency incidents should be directed to front-desk security personnel who are on duty whenever the building is open.

Students living in PCA&D sponsored housing report incidents to their Resident Assistant, the Director of Housing & Residence Life, or the Dean of Students. Landlords and maintenance teams should be contacted at the regular and emergency numbers, listed in the [PCA&D Google document](#).

When an incident occurs, an emergency report form is completed by the Director of Physical Plant and a follow-up investigation is initiated. Depending on the nature of the incident, the Lancaster City Bureau of Police (whose facilities are across the street from

the College campus at 202-204 N. Prince St.) will be summoned by the College. When warranted, persons involved are directed to the police station to file a report of the crime or incident they have been involved in or witnessed.

SECURITY POLICIES

PCA&D has a security guard on duty at the main entrance to the College from 7:45 am until the buildings close (which varies from 5:00 p.m. to 12:00 a.m., depending on the academic and fiscal year calendars). At all other times, the building is locked. Building hours are available to all members of the college community on the Google Building Hours Calendar. Hours are revised and published annually.

Guests entering the building are required to register at the security desk. The College has only one main entrance on Prince Street.

There is also a handicap-accessible entrance adjacent to the College's main entrance. Signage near this entrance indicates that the College facility is private property and that visitors must register with the security guard when coming into the building.

The Facilities Department issues photo-identification cards to students, faculty, and staff who must all be prepared to show their ID cards to the guard on request. Adequate lighting is provided at all times when the building is open. Building security is provided during hours stated above.

The Art Garden, 49 W. Chestnut Street is owned and operated by PCA&D and is open to the public for general use. All formal events in the Art Garden are coordinated through the College. The security guard at the main entrance to the College has a clear view of the Art Garden from their station. Furthermore, the Lancaster Police Station is located directly next to the Art Garden providing immediate support if necessary. Lighting along the street is provided for those using the Art Garden.

Students living in PCA&D Sponsored Housing are provided 24-hour security access to their respective housing communities. During move-in, the Director of Housing & Residence Life and the Director of Physical Plant coordinate and distribute security cards or main entrance keys to enter each student's assigned building in addition to a key to enter each student's specific apartment. If these security cards and/or apartment keys are lost by a student, the College has a process in which to secure each building and apartment. Furthermore, several PCA&D sponsored housing facilities have a phone or video intercom system in which students can "buzz" visitors into their building.

COLLEGE LAW ENFORCEMENT

PCA&D is a two-building institution (contiguously joined) with a single main entrance. College law enforcement consists of the Director of Physical Plant and contracted security personnel through GardaWorld on duty in the reception area of the main entrance to the College. Students, faculty, and staff are expected to report any incident to one of these persons immediately.

Security personnel training includes situational awareness. They are not trained in Act 235. Security personnel are not law enforcement officers and are not granted any police powers regarding arrest or use of force. Should there be a situation requiring intervention by the law, PCA&D security personnel will contact the Lancaster City Bureau of Police (i.e., across the street from the PCA&D facilities) and request assistance.

If police or emergency personnel respond to an incident at any of the PCA&D sponsored housing communities, the property owners should be contacted as well as the Director of Housing & Residence Life, the Dean of Students, and/or the Director of Physical Plant regarding the incident.

PCA&D Student Life also provides students living in sponsored housing an emergency number where they can reach a Student Life team member. A Resident Assistant, a student leader who lives on site, is also available during emergencies.

College Law Enforcement is not present at PCA&D Sponsored Housing; however, security is provided by the Lancaster City Alliance Ambassadors (bike and foot patrol). Squad members patrol the Downtown Investment District and the Northwest portion of the city 7 days a week, 7am - 11pm and the SoWe neighborhood 45 hours a week from 2:30-7.

Security patrol is provided for college housing within the Lancaster Theological Seminary by dedicated LTS/Moravian University security personnel.

TIMELY WARNINGS OF THE OCCURRENCE OF CLERY ACT CRIMES

Should a situation arise at PCA&D—either in the school's buildings or in the immediately surrounding community—that College or local authorities consider to be an ongoing or continuing threat, a campus-wide “timely warning” will be issued by any available member of the President's Cabinet (comprised of the President, VP of Academic Affairs & Chief of Staff, VP for Finance and CFO, VP for Strategy and Development, VP for Enrollment, and AVP of Academic Affairs & Dean of Students) to all students, faculty, and staff via the Rave Mobile Safety service subscribed to by the College. Rave Mobile Safety is an emergency

alert system capable of delivering immediate messages to all constituents via their PCA&D and personal email addresses and by text to individual's cell phones.

This service is available to all members of the PCA&D community. Registration is through the Rave Mobile Safety website where participants can indicate notification preferences. The service is free but some cell phone providers may charge a per-text message fee if cell phone notification is chosen. College-wide registration for Rave Mobile Safety occurred in 2014 and is effective until an individual is no longer enrolled in any educational programming or leaves employment at PCA&D. Registration information is automatically sent to all entering students and new employees. The RAVE system is tested twice a year in the fall and spring terms to make sure all cell phone information for the PCA&D community is up to date.

Anyone with information about an occurrence that would justify broadcast of a "timely warning" should report the circumstances to the Director of Physical Plant (ext. 1023); security personnel at the front desk (in person or by dialing ext. 1060); the President (ext. 1011); the CFO (ext. 1015); the VP of Academic Affairs (ext. 1049); or the Dean of Students (ext. 1053).

PROGRAMS TO INFORM STUDENTS AND EMPLOYEES ABOUT COLLEGE SECURITY PROCEDURES

College procedures are outlined in the PCA&D *Student Handbook and Community Standards* in the General Policies section under the rubric *Safety and Security Policy*. The Handbook is presently available at [this link](https://pcad.edu/student-portal/) and is made available to students, employees, and the general public through the PCA&D website in the Student Portal (<https://pcad.edu/student-portal/>). In addition, all active PCA&D community members are required to electronically "sign-off" on having read and understood the *Handbook* annually through MyPCA&D. Students and employees are also encouraged to be responsible for their own security and the security of others.

PROGRAMS TO INFORM STUDENTS AND EMPLOYEES ABOUT CRIME PREVENTION

The College may provide programs to students and employees. These programs include guest speakers from the local police department and crisis intervention groups discussing topics related to crime prevention. A presentation of this nature is part of the annual Fall and Spring Orientation programs for entering and returning students. In addition, the College hosts safety presentations throughout the year.

PROGRAMS TO INFORM STUDENTS AND EMPLOYEES ABOUT SEXUAL ASSAULT PREVENTION AND AWARENESS AS WELL AS TITLE IX

At the beginning of each academic year, PCA&D provides educational programs promoting the prevention and awareness of rape, acquaintance rape, and other forcible and non-forcible sex offenses, to entering and returning students. All students, faculty, and staff are provided with community resources, which highlight PCA&D community expectations, reporting requirements, sexual assault hotlines, victim's support, as well as counseling services.

For the 2024-2025 academic year, students, faculty, and staff had access to year-long programming and education focused on: prevention of sexual assault, harassment and misconduct, suicide prevention, substance abuse, safety and overall health, and wellness through the UStudio program. Pertinent events and programs for the 2024-2025 academic year are:

Log of Key Programs Related to Campus Safety and Security

August 2024	ALICE Active Shooter Training for Faculty and Staff	Online Training	All new PCA&D faculty, staff, and students were required to participate in ALICE's online training for higher education in regards to Active Shooter procedures. 100% compliance.
August 2024	Title IX and Health/Wellness Presentation	PCA&D Orientation Leader/Community Assistants Training	Review of Title IX procedures and crime reporting for student employees.
August 2024	Campus Responder	Discuss rollout of program	Presentations given to faculty, parents & students
August	Safety	Fall Orientation	Safety information presented by

2024	Presentation	for Foundation Students	the City of Lancaster Police social workers, Lancaster City Alliance and PCA&D staff, as well as ALICE Active Shooter Training..
Every Tuesday	Connect Counseling & Student Affairs	Lyceum: Group Support for Mental Health	Peer support group led by Student Success Advisor for weekly discussions on feelings, situations and challenges you are currently working through in order to find a place of mental well-being and growth. Lyceum is open to all PCA&D students.
September 2024	Resident Safety Meeting	Students residing in housing	CA led safety discussion for residents in PCA&D housing
September 2024	Health & Safety Inspection	Students residing in housing	CA led inspections of student residences
October 2024	Fire Drill	PCA&D Campus	Fire evacuation drill
December 2024	Health & Safety Inspection	Students residing in housing	CA led inspections of student residences
January 2025	Title IX & City Safety Training	Spring Orientation	Student Affairs & Director of the Physical Plant meet with new transfer and foundation students to discuss city safety, clery act, rave reporting, and title ix reporting
January 2025	Resident Safety Meeting	Students residing in housing	CA led safety discussion for residents in PCA&D housing
January 2025	Health & Safety Inspection	Students residing in housing	CA led inspections of student residences
April 2025	Health & Safety	Students residing in	CA led inspections of student residences

	Inspection	housing	
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MONITORING & RECORDING OF CRIMINAL ACTIVITY BY PCA&D STUDENTS AT OFF-CAMPUS LOCATION OF STUDENT ORGANIZATIONS

Not applicable.

POSSESSION, USE, AND SALE OF ALCOHOLIC BEVERAGE OR ILLEGAL DRUGS

See section Drug and Alcohol Policies above.

HATE CRIME REPORTING

No hate crimes were reported for the period covered by this report.

NOTICE OF AVAILABILITY OF THE ANNUAL SECURITY REPORT

Faculty, staff, and students are directed to the [Annual Security Report](#) available online. Furthermore, presentations about Title IX and the contents of the Annual Security report are done during the College's Fall and Spring Colloquium, as well as Fall Orientation for returning and new students

DRUG AND ALCOHOL ABUSE PROGRAMS

Pennsylvania College of Art & Design is in compliance with Section 1213 of the HEA [20 U.S.C. 1145g] which contains the "drug-free campuses" requirement added by section 22 of the Drug-Free Schools and Campuses Amendments of 1989 [Pub. L. 101-226]. Please refer to p. 6 of this document for details.

GRIEVANCES/COMPLAINTS AGAINST THE COLLEGE

To file a formal complaint against Pennsylvania College of Art & Design, you may use the following links to the College's accrediting agencies:

Pennsylvania Department of Higher Education:

www.education.pa.gov/Postsecondary-Adult/CollegeCareer/Pages/Students-Complaints.aspx#

Middle States Commission on Higher Education:

<https://www.msche.org/complaints/>

ANNUAL FIRE SAFETY INFORMATION FOR PCA&D SPONSORED HOUSING

The Higher Education Opportunity Act became law in August 2008 and requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics. It is the policy of Pennsylvania College of Art & Design to provide faculty, students, staff, and visitors with the safest possible environment, free from potential fire hazards. The primary goal of the college's fire safety programs is to recognize hazardous conditions and take appropriate action before such conditions result in a fire emergency. This goal is accomplished by (1) conducting periodic fire safety inspections of all campus buildings, and (2) increasing the fire safety awareness of employees and students by conducting periodic training on basic fire safety and reviewing procedures to follow in case of a fire. The Steinman Lofts, North Market Street, and Franklin & Marshall Apartments, as well as 441 College Avenue, are covered with fire alarm systems which are monitored 24 hours per day, seven days a week. Additionally, they are equipped with a sprinkler system. The Apartments at Lancaster Seminary are covered with a fire alarm system and have routine fire extinguisher inspections and regular patrol from staff and maintenance. The following public disclosure report details all information required by this law. Please note that the related data tables are posted below in a separate section.

IMPROVEMENTS IN FIRE SAFETY

Zamagias Properties conducts annual inspections of all fire systems in Steinman Lofts. Warfel Construction conducts annual inspections of all fire systems in North Market Street Apartments. James Street Housing conducts annual inspections of all fire systems in Franklin & Marshall Apartments, and 441 College Avenue. The Moravian maintenance department conducts annual inspections of all fire systems.

FIRE SAFETY POLICIES

In order to improve fire safety at Pennsylvania College of Art & Design, the following policies are in effect:

- **Electrical Appliances:** Electrical outlets must not be overloaded. Students may use

electrical devices in their apartments so long as the voltage demand does not exceed 115 volts, such as: radio, TV, CD, DVD, lamps, fans, and computers. Heating and cooking appliances with exposed elements (including hot plates and space heaters) may not be used because of potential fire hazards.

- **Halogen Lamps:** Due to safety hazards associated with halogen lamps, their use is prohibited in sponsored housing
- **Portable Heaters:** Due to the safety hazards associated with space heaters, all portable heaters are prohibited.
- **Potential Fire Hazards:** Flammable materials are strictly prohibited in sponsored housing. Candles are permitted in sponsored housing for decorative purposes only, but may not be burned. Open flames of any kind, including incense, are not permitted.
- **No materials or items (including tapestries)** may be placed over exit signs, fire doors, or any electrical/HVAC fixture.
- **Live Christmas trees** are prohibited. Any decorations used must be made of flameproof or fire-resistant materials.
- **The College reserves the right to require students to alter, change or remove any items deemed unsafe and hazardous**
- **Smoking:** Smoking is prohibited in all campus buildings including sponsored housing.

FIRE DETECTION & SUPPRESSION SYSTEMS

The Steinman Lofts, North Market Street Lofts, Franklin & Marshall apartments, Lancaster Theological Seminary, and 441 College Avenue communities have Fire Detection systems, fire suppression systems, and fire extinguishers within the buildings. The Fire Detection system will alarm when products of combustion are sensed or when one of the pull stations is activated. Pull stations are generally located close to the exits. All apartments are equipped with smoke detectors. Yearly inspections are conducted by Zamagias, Warfel Construction, and James Street Housing. Batteries needing replacement should be reported to the College. Additional components of the Fire Detection and Suppression Systems include:

- **Emergency Lighting:** Emergency lighting is installed in all sponsored housing. They are intended to provide lighting during times of emergency and/or when there is a loss in electrical power.
- **Exit Signs:** Exit signs are installed on the back of each apartment door to direct students to exits during times of emergency. It is important that exits be illuminated at all times. If they are not illuminated, contact the College.
- **Fire Extinguishers:** Fire extinguishers are strategically located throughout all

apartment buildings as well as in the apartment kitchen. Students are encouraged to take the time to know where extinguishers are located, particularly those closest to their rooms. Extinguishers should be used on small fires only. If there is a large fire, leave the building immediately.

- **Smoke Detectors:** Each apartment has a smoke detector(s). It is important that the detectors remain in working order. If a problem is noted, it should be reported to the College.

CURRENT FIRE LOG

Pennsylvania College of Art & Design maintains a fire log that records any fire that occurred in any on-campus student housing facility and includes information such as the nature, date, time, and general location of each fire. Any entry to the log is required to be made within two (2) business days of the receipt of the information. The fire log for the most recent 60 day period remains open for public inspection during normal business hours.

HOW TO REPORT A FIRE

Students, faculty, and staff reporting a fire should contact **911** for immediate Fire Service response.

FIRE EVACUATION PROCEDURES

In the event of a fire, immediately move to the closest exit alerting others to exit the building. If the fire alarm system has not been activated, activate a pull station along the way. Proceed to the designated assembly point and remain until dismissed by the officer in charge. Under no circumstances should students reenter the building until they are told that it is safe. Students should call **911** and report the fire when they are out of harm's way to the Dean of Students, Pro Staff on call, and/or the Director of Physical Plant.

- Remain calm
- Turn off equipment and appliances if time permits
- Check if your door is hot or has smoke around it. If so, use a secondary fire escape.
- Close, but do not lock, doors, and windows
- Proceed to the nearest exit. Use the stairs only, **DO NOT** use the elevators
- Pull stations at the Lancaster Seminary do not automatically alert the Fire Department.

Call **911** when you are safely out of the building.

FIRE DRILLS

All properties under the direct management of PCA&D Housing Office, including Steinman Lofts and North Market Street communities, have scheduled fire drills once per year. Under the direction of the property owners, fire drills are unannounced and conducted periodically to ensure the proper functioning of the alarm system and to encourage proper evacuation procedures.

At the time of the drill, each student should move to the nearest exit and proceed to the assigned assembly point where a student accountability check will be conducted.

- Steinman Lofts Assembly Point: Opposite side of King St
- North Market Street Assembly Point: CVS Parking Lot/Sidewalk
- Lancaster Seminary Assembly Point: Nevin and Harner Patio
- F&M apartments Assembly Point: Corner of Charlotte St and James St
- 441 College Avenue Assembly Point: Corner of College Avenue and James Street

Students should remain at their assigned assembly point outside the building until they are given the approval to return to the building. Failure to evacuate during fire drills will result in judicial action.

PENNSYLVANIA UNIFORM CRIME REPORTING ACT - ADDITIONAL DISCLOSURES

Many of the required disclosures of the Uniform Crime Reporting Act are found throughout this document. The purpose of this section is to present the remaining disclosures or additional information about prior disclosures. The safety and security incident data and statistics are filed below this section in a separate section.

ADDITIONAL NON-SAFETY AND SECURITY DATA

Fall Undergraduate Enrollment

Fall 2024	Fall 2023	Fall 2022
413	323	245

Full-Year Undergraduate FTE (IPEDS Calculation)

AY24-25	AY23-24	AY22-23
391	311	234

Number of Students Living in Housing

Fall 2024	Fall 2023	Fall 2022
238	172	128

Employees (FTE is IPEDS Calculation)

Fall 2024	Fall 2023	Fall 2022
56 Full-Time 121 Part-Time 96 FTE	54 Full-Time 70 Part-Time 77 FTE	49 Full-Time 72 Part-Time 73 FTE

ADDITIONAL HOUSING INFORMATION DISCLOSURES**Housing Types**

PCA&D housing typically has single and double rooms in suites with shared communal spaces. Dorms are coed, but individual suites may be single sex. Housing only serves undergraduate students.

Housing Application and Changes

The housing application is released in April with placements announced in mid July for deposited, full-time degree-seeking students planning to start classes or return in the fall. Housing assignments are made from the information provided on the housing application.

During the add/drop period of each semester, housing/room change requests are frozen to allow time for students to settle in and also adjust as students may withdraw/defer during this time period. Students are to go through mediation processes with their Resident Assistant and roommates first before elevating to working directly with the Director of Residence Life & Housing. It is important to document the mediation process and the attempts that students make to remedy the process of their own accord. This model is part of our approach to student development. Requests are then handled on an individual basis and dependent on availability of extra space.

Visitors

PCA&D Sponsored Housing is provided exclusively for the residents and their authorized guests. Resident hosts are required to be present with their guest(s) at all times. Allowing a person entrance into a community and leaving them unattended is prohibited. Residents are fully responsible for the conduct of their guests and for ensuring their guests comply with PCA&D Code of Conduct policies and PCA&D Residential Life Regulations pertaining to conduct within the PCA&D Sponsored Housing Communities. Residents may be disciplined for a guest's violation of the College's regulations and policies. A guest is any person who accompanies a resident within or around the PCA&D Sponsored Housing communities and/or into an apartment in which the guest does not live in. Guests, or those wishing to be guests, may be required to leave the PCA&D Sponsored Housing community for violating a regulation or policy or causing a disruption within the PCA&D Sponsored Housing Community. You are required to cooperate with any request by the College that your guests leave, and you may not allow anyone that you know to have been prohibited or excluded from the Sponsored Housing premises by the College to be present in PCA&D Sponsored Housing.

Residents may accommodate overnight guests pending prior arrangements and agreements with their roommate(s).

- a. Overnight guests may stay no more than two (2) consecutive nights at a time.
- b. Overnight guests may not stay more than eight (8) total nights per semester.

Security

New students are housed in Lancaster Seminary or 441 College Ave. Each housing community has safety as a top priority; both have double-lock entry. Lancaster Seminary and 441 College Ave. are patrolled by F&M College Police officers via car, bicycle, and foot patrols and by a Moravian Police Officer. Lancaster Seminary also has cameras installed around their property. All locations have a double lock entry and are patrolled by Lancaster City Alliance Ambassadors on bike between 7am-11pm. All windows have interior locks.

Employees Assigned to Housing

A professional PCA&D staff member, Residence Life and Housing Director, resides in Student Housing to add an additional layer of support, protection, and emergency response.

Resident Assistants (RAs) are students who live in the PCA&D housing communities. participate in an on-call rotation to ensure immediate emergency response at all times.

RAs are trained how to respond to a variety of emergency situations and all have gone through background and clearance checks to be in the position. Our RAs do nightly walkthroughs of the communities to ensure safety and security for the students. RAs host Community Hours where students can get resources or help resolving issues that they are having within their spaces. The College also implements a double-layered on-call rotation for emergency situations in our Student Housing where professional staff respond to calls. 1 Professional staff member is on call 24/7 with RAs participating in 24/7 weekend rotations and overnight during weekdays between the hours of 9pm-8am.

RAs also review PCA&D policies and procedures with their communities.

RAs are trained for 2 weeks prior to the start of move-in & Welcome Week. We have mental health, title ix, and other emergency response organizations train the RAs for how to respond and when to call up for help.

Security Programming

RAs and Residence Life teams do floor meetings and hall meetings at the start of each semester. When safety concerns arise whether specific to our community or in the urban setting of Lancaster City, PCA&D activates RAVE alerts which are sent out to all students or specific housing communities depending on the incident.

Low-Occupancy Periods

All of our student housing is active during the academic year, from August to May, with move-outs scheduled shortly after classes end. Students have an opportunity to apply for the Summer Housing Program, which runs from mid-May to the end of July, at the Lancaster Seminary Community for an additional cost. In the in-between of regular student housing and the Summer Housing Program, students will need to vacate their assigned housing spaces.

Non-Student and Non-Employee Housing

Only currently enrolled students may live in student housing.

Employees assigned to live in student housing may have a married spouse or long-term partner and dependent children living with them in a PCA&D housing facility, subject to college policies regarding this living arrangement.

PENNSYLVANIA UNIFORM CRIME REPORTING ACT STATISTICS

The Pennsylvania Uniform Crime Reporting Act requires disclosure of a different set of data than the Clery Act. Although they appear similar, the reporting requirements and definitions are slightly different. Data may be different between the two disclosures due to these different measures. FTE here is the sum of Student FTE and Employee FTE.

	Number			Rate per FTE		
Part I Offenses	2022	2023	2024	2022	2023	2024
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Forcible Rape	1	0	0	0.31%	0	0
Attempted Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	3	0	0	0.94%	0	0
Burglary	0	0	0	0	0	0
Larceny-Theft (Except Motor Vehicle)	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Attempted Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Total Part I	4	0	0	1.26%	0	0
Part II Offenses						
Drunkenness	0	0	0	0	0	0
Forgery and Counterfeiting	0	0	0	0	0	0
Fraud	0	0	0	0	0	0
Stolen Property (Receiving, Possessing, Buying)	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0
Weapons (Carrying, Possessing)	1	0	0	0.31%	0	0

Driving Under the Influence	0	0	0	0	0	0
Liquor Laws	2	0	0	0.63%	0	0
Sex Offenses (Except in Rape & Prostitution)	0	0	0	0	0	0
Drug Abuse Violations	3	0	0	0.94%	0	0
Disorderly Conduct	0	0	0	0	0	0
Trespass	0	0	0	0	0	0
All Other Offenses (Harassment/Noise)	0	3	0	0	0.75%	0
Total Part 2	6	3	0	1.89%	0.75%%	0%
				2022 FTE	2023 FTE	2024 FTE
				318	400	391

2025 CAMPUS SAFETY AND SECURITY SURVEY FILING

(INCLUDES CLERY DATA AND FIRE SAFETY DATA)

The following item is PCA&D's Campus Safety and Security Survey, submitted to the US Department of Education through its Campus Safety and Security web portal at <https://surveys.ope.ed.gov/campussafety/#/>.

The USDE includes this description:

“The U.S. Department of Education is committed to assisting schools in providing a safe environment for students to learn and staff to work and to keeping parents and students well informed about campus safety and security. Data collected in this survey will be published by the Office of Postsecondary Education on the Campus Safety and Security Statistics website and on College Navigator. The data collection is authorized by §485(f) of the Higher Education Act of 1965, as amended, 20 U.S.C. §1092(f) and 34 C.F.R. §§ 668.46 and 668.49.”

Please note that Campus Safety and Security Survey is made available by the USDE via a PDF. In joining it with this document, the page numbering will stop here.

2025 Campus Safety and Security Survey

Institution: (215053001)

User ID: C2150531

Screening Questions

Please answer these questions carefully. The answers you provide will determine which screens you will be asked to complete for this data collection.

1. Does your institution provide On-Campus Student Housing Facilities?

- ☐ No.
- ☒ Yes. (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.)

Number of On-campus Student
Housing Facilities:

13 ✓

Last Year

8

2. Does your institution have any noncampus buildings or properties?

- ☐ Yes
- ☒ No

3. Have you combined statistics that you received from the local or state police with your institution statistics for this report? If you answer No to this question, you will be asked to provide the data you received from the local and state police separately.

- ☒ Yes. Local and/or state law enforcement agencies provided us with statistics that we are combining with statistics collected by our campus security authorities.
- ☐ No. We are not combining the statistics because we cannot determine whether the statistics we obtained from local and/or state law enforcement agencies are for on-campus incidents or public property incidents.
- ☐ Not available. We cannot determine if the statistics we obtained from local and/or state law enforcement agencies are for our Clery geography.
- ☐ Not available. We made a good-faith effort to obtain statistics from local and/or state law enforcement agencies, but the agencies did not comply with our request.

Criminal Offenses - On campus

For each of the following criminal offenses, enter the number reported to have occurred On Campus.

Criminal offense

Total occurrences On campus

	2022	2023	2024
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	1	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0
h. <u>Aggravated assault</u>	3	0	0
i. <u>Burglary</u>	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0
k. <u>Arson</u>	0	0	0

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Criminal Offenses - On-campus Student Housing Facilities

Of those criminal offenses reported to have occurred On Campus, enter the number that occurred in On-campus Student Housing Facilities.

Criminal offense

Total occurrences in On-Campus Student Housing Facilities

	2022	2023	2024
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	1	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0
h. <u>Aggravated assault</u>	1	0	0
i. <u>Burglary</u>	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0

k. Arson

0

0

0

Caveat:
If you have changed prior years’ data, you must add a caveat explaining the change. Use the following format: “For (YEAR), Line (X) was changed from (A) to (B) because (REASON).”

Criminal Offenses - Public Property

For each of the following criminal offenses, enter the number reported to have occurred on Public Property.

Criminal offense	Total occurrences on Public Property		
	2022	2023	2024
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	0	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0

h. Aggravated assault

0

0

0

i. Burglary

0

0

0

j. Motor vehicle theft

(Do not include theft from a motor vehicle)

0

0

0

k. Arson

0

0

0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - On campus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred On campus. Then break down each total by category of bias (e.g., race, religion).

YEAR 2024

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0

d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> <i>(Do not include theft from a motor vehicle)</i>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

YEAR 2023

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin

a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

YEAR 2022

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	6	2	1	0	2	1	0	0	0

o.

Destruction/damage/
vandalism of property.

0

0

0

0

0

0

0

0

0

Caveat:
If you have changed prior years’ data, you must add a caveat explaining the change. Use the following format: “For (YEAR), Line (X) was changed from (A) to (B) because (REASON).”

Hate Crimes - On-campus Student Housing Facilities

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in On-Campus Student Housing Facilities. Then break down each total by category of bias (e.g., race, religion).

YEAR 2024

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0

g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

YEAR 2023

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0

d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> <i>(Do not include theft from a motor vehicle)</i>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0

YEAR 2022

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin

a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	1	1	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property.</u>	0	0	0	0	0	0	0	0	0

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - Public Property

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred on Public Property. Then break down each total by category of bias (e.g., race, religion).

YEAR 2024

Criminal offense	Total	Occurrences of Hate crimes (Category of Bias for crimes)							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
c. <u>Rape</u>	0	0	0	0	0	0	0	0	0
d. <u>Fondling</u>	0	0	0	0	0	0	0	0	0
e. <u>Incest</u>	0	0	0	0	0	0	0	0	0
f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery.</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary.</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft from a	0	0	0	0	0	0	0	0	0

motor vehicle)

k. Arson

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

l. Simple assault

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

m. Larceny-theft

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

n. Intimidation

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

o.
Destruction/damage/
vandalism of property.

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

YEAR 2023

Criminal offense

Total

Occurrences of Hate crimes (Category of Bias for crimes)

Race

Religion

Sexual
orientation

Gender

Gender
Identity

Disability Ethnicity

National
Origina.
Murder/ Non-negligent
manslaughter

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

c. Rape

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

d. Fondling

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

e. Incest

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

f. Statutory rape

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

g. Robbery.

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

h. Aggravated assault

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

i. Burglary

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

j. Motor vehicle theft

(Do not include theft from a motor vehicle)

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

k. Arson

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

l. Simple assault

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

m. Larceny-theft

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

n. Intimidation

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

o.
Destruction/damage/
vandalism of property

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

YEAR 2022

Criminal offense**Total****Occurrences of Hate crimes** (Category of Bias for crimes)**Race****Religion****Sexual
orientation****Gender****Gender
Identity****Disability Ethnicity****National
Origin**a.
Murder/ Non-negligent
manslaughter

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

c. Rape

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

d. Fondling

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

e. Incest

0	0	0	0	0	0	0	0	0
---	---	---	---	---	---	---	---	---

f. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0
g. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
h. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
i. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
j. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0	0	0

Caveat:
If you have changed prior years’ data, you must add a caveat explaining the change. Use the following format: “For (YEAR), Line (X) was changed from (A) to (B) because (REASON).”

VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2022	2023	2024
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	2	2	0

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

VAWA Offenses - On-campus Student Housing Facilities

For each of the following crimes, enter the number reported to have occurred in On-campus Student Housing Facilities .

Crime	Total occurrences in On-campus Student Housing Facilities		
	2022	2023	2024
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

Caveat:
If you have changed prior years’ data, you must add a caveat explaining the change. Use the following format: “For (YEAR), Line (X) was changed from (A) to (B) because (REASON).”

VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2022	2023	2024
a. <u>Domestic violence</u>	0	0	0
b. <u>Dating violence</u>	0	0	0
c. <u>Stalking</u>	0	0	0

Caveat:
If you have changed prior years’ data, you must add a caveat explaining the change. Use the following format: “For (YEAR), Line (X) was changed from (A) to (B) because (REASON).”

Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus.

Crime	Number of Arrests		
	2022	2023	2024
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years’ data, you must add a caveat explaining the change. Use the following format: “For (YEAR), Line (X) was changed from (A) to (B) because (REASON).”

Arrests - On-campus Student Housing Facilities

Of those Arrests for crimes that occurred On Campus, enter the number of crimes that occurred in On-campus Student Housing Facilities for each of the following categories.

Crime	Number of Arrests		
	2022	2023	2024
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0

c. Liquor law violations

0

0

0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years’ data, you must add a caveat explaining the change. Use the following format: “For (YEAR), Line (X) was changed from (A) to (B) because (REASON).”

Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

Crime	Number of Arrests		
	2022	2023	2024
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years’ data, you must add a caveat explaining the change. Use the following format: “For (YEAR), Line (X) was changed from (A) to (B) because (REASON).”

Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		
	2022	2023	2024
a. <u>Weapons: carrying, possessing, etc.</u>	1	0	0
b. <u>Drug abuse violations</u>	3	0	0
c. <u>Liquor law violations</u>	2	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - On-campus Student Housing Facilities

Enter the number of persons referred for disciplinary action for crimes that occurred in On-campus Student Housing Facilities for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		
	2022	2023	2024
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	2	0	0
c. <u>Liquor law violations</u>	1	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action		

	2022	2023	2024
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

Please Note: Do NOT include drunkenness or driving under the influence in liquor law violations.

Caveat:
If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Unfounded Crimes

Of those crimes that occurred On Campus, in On-campus Student Housing Facilities, on or in Noncampus property or buildings, and on Public Property, enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

	Number		
	2022	2023	2024
a. <u>Total unfounded crimes</u>	0	0	0

Please Note: If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded." Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."