



Jefferson

Philadelphia University +
Thomas Jefferson University

HOME OF SIDNEY KIMMEL MEDICAL COLLEGE

Campus *Safety*

2019 ANNUAL CAMPUS SECURITY
& FIRE SAFETY REPORTS

REFLECTS STATISTICS FOR
JANUARY 2018 – DECEMBER 2018

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Contents

Campus Security

Separate Campuses	3
Public Safety	3
Our Campuses	4
Authority & Jurisdiction.....	5
Center City Campus.....	7
East Falls Campus.....	8
Abington-Willow Grove Campus...	9
Voorhees Campus.....	9
Bucks County Campus.....	9

Annual Safety Report

Our Statistics	10
Relationship With Local Authorities.....	10
Crime Reporting & Investigation	
Procedures.....	10
Campus Security Authorities.....	12
Timely Warning Procedures.....	14
Testing of JeffAlert System and	
Evacuation Procedures.....	15
Communication with Surrounding	
Community	15

Emergency Preparedness

Emergency Procedures.....	16
Security of and Access to On-Campus	
Housing and other Jefferson Bldgs.....	19
Maintenance of Campus Facilities	20

Policy Information

Education Programs	20
Alcohol and Drugs.....	21
Weapons	26

Appendix A

Pennsylvania and New Jersey	
Definitions.....	127

Missing Students	27
Student Sexual Misconduct Policy.....	28
Community Standards.....	58
Sex Offender Registry.....	79

Crime Statistics & Reports

Crime statistics	79
Clery Act Definitions.....	79
Center City Report	85
East Falls Report	92
Abington-Willow Grove Report	99
Bucks Report	105
Atlantic City Report	112

Annual Student Housing Fire Report

The Higher Education	
Opportunity Act	118
Description of Facility Fire	
Safety Systems.....	118
Fire Safety Education and	
Evacuation Policy/Procedure.....	119
Supervised Fire Drills/	
Fire Alarm System.....	120
Fire Safety Violations/	
Prohibition Instructions	121
Campus Housing	
Fire Log: 2017-2015.....	123

Personal Safety

Advice.....	126
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Separate Campuses

All policy statements contained in this report apply to all Jefferson campuses unless otherwise indicated.

Public Safety

Introduction

Jefferson is pleased to comply with state (The College and University Security Information Act [PA Act 73, 1988]) and federal (the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as amended) laws requiring that colleges make security information and campus crime statistics available to all prospective and current students and employees. This report summarizes crime prevention policies and refers the reader to the sources of the complete policies. Campus crime statistics, if not enclosed in this report, are available from the Department of Public Safety. This report is updated and published annually by the Department of Public Safety.

Annual Disclosure of Crime Statistics

Each year the Department of Public Safety prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The full text of this report can be found online at https://www.jefferson.edu/university/security/crime_reporting/crime_report.html. The report is prepared in cooperation with local law enforcement, Offices of Student Life and Student Affairs, the Athletics Department, Office of Legal Affairs, and other University stakeholders. Jefferson's crime statistics are compiled from reports to Public Safety, designated Campus Security Authorities, and outside law enforcement.

Daily Fire and Crime Logs are available at the Department of Public Safety's headquarters in Jefferson's Center City, East Falls, and Abington-Willow Grove Campuses. These logs include the incident type, the date an incident is reported, the date and time of occurrence and general location of each reported incident type, as well as the disposition of the incident, if this

information is known. The Department posts information to the Daily Crime and Fire Logs within two business days of receiving a report.

Enrolled students, faculty, and staff are notified about the publication of the Annual Campus Security Report each year via email, which includes how to access the report on Jefferson’s website. Copies of this report may also be obtained at the Department of Public Safety’s Center City, East Falls, and Abington-Willow Grove locations.

OUR CAMPUSES

Jefferson supports five educational campuses. In Pennsylvania, these include Center City, East Falls, Abington-Willow Grove, and Bucks County. Jefferson also supports a New Jersey campus located in Voorhees Township. Regardless of location, students, employees, and visitors can be assured that the University places a high priority on personal safety and security.

Center City Campus

The Center City Campus is located between 8th and 11th Streets and Chestnut and Locust Streets in Philadelphia. During 2018, the Center City Campus was home to 1130 medical students, 975 residents or house staff members, and 2,872 graduate and undergraduate students. An estimated 611 students lived in University housing. In addition, Jefferson employed more than 6,000 full-time and part-time employees in its Center City administrative, patient care, academic and research programs.

East Falls Campus

Jefferson East Falls is located at 4201 Henry Avenue in Philadelphia, where the campus borders Fairmount Park. The total enrollment on the East Falls campus as fall of 2018 was estimated at 4,121 graduate and undergraduate students. Approximately 1,100 students lived on campus. The University employed approximately 904 faculty, staff and personnel, excluding student workers.

Abington-Willow Grove Campus

The Jefferson College of Nursing’s Abington Campus is located at 2500 Maryland Road in Willow Grove. During 2018, the Abington Campus was home to 151 nursing students and 17 faculty and staff affiliated with the College of Nursing. The Abington Campus does not offer student housing.

Bucks County Campus

Jefferson's Bucks County Campus occupies an office suite on the 1st floor of the Bucks County Technology Park located at 4800 East Street Road in Trevoese. In the fall of 2018, the Bucks County Campus had 245 enrolled students and approximately 20 non-student personnel. The Bucks County Campus does not have student housing.

Voorhees Township, New Jersey Campus

Jefferson's New Jersey Campus supports its Physician Assistant Program and, as of 2019, is located at 443 Laurel Oak Road in Voorhees, which is a building owned and maintained by Jefferson. The campus was previously located in Atlantic City in space leased from Stockton University. In the fall of 2018, the Atlantic City location was home to 69 enrolled students and two non-student personnel. The Atlantic City Campus did not include student housing nor does the Voorhees Township Campus.

Department of Public Safety Authority and Jurisdiction

The Department of Public Safety oversees the safety and security of Jefferson's educational campuses. The Department supports Jefferson's educational goals by providing 24-hour quality police, safety, and security for the Center City, East Falls, and Abington-Willow Grove campus communities in Pennsylvania and the Voorhees Township Campus in New Jersey. The Department interfaces regularly with private security hired to ensure the safety of its Bucks County, Pennsylvania Campus.

Jefferson employs more than 100 security professionals throughout the enterprise. These include Directors, Supervisors, Police and Security Officers, Fire Marshalls, communication staff, and administrative personnel. The Department and its officers are committed to improving the quality of life of students, faculty, staff, and visitors by providing a safe campus environment. The Department strives to protect persons and property, while enforcing federal, state, and local laws, as well as Jefferson policies.

The University's Police Officers are sworn armed officers under PA Act 501. They are empowered to make arrests on Jefferson owned or leased property as well as in the areas immediately adjacent to Jefferson property. Jefferson's

Security Officers are trained under Pennsylvania Act 235 and are not authorized to make arrests. Security Officers receive recruit in-service training and have opportunities for additional on the job training to maintain their skills, including in the areas of patrol procedures, emergency response, CPR, first aid, and report writing. When crime occurs on Jefferson property, Security Officers will detain the suspect until Jefferson Police or municipal police arrive.

Jefferson's Department of Public Safety

Center City Campus

For Emergencies:

Department of Public Safety from an on-campus phone811
Department of Public Safety from an off-campus phone(215) 955-8888
Philadelphia Police Department/EMS from an off-campus phone.....911
Counseling Services, during office hours..... (215) 503-2817
Jefferson Occupational Health Network, during office hours...(215) 955-6835

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Lt. Jeffrey Taylor
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Security Command Center

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Investigator

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Administrative Coordinator

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East Falls Campus

For Emergencies:

Department of Public Safety from an on-campus phone2999
Department of Public Safety from an off-campus phone.....(215) 951-2999
Philadelphia Police Department/EMS from an off-campus phone.....911
Counseling Services, during office hours.....(215) 951-2868
Jefferson Occupational Health Network, during office hours.....(215) 951-2986

Director of Public Safety

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Abington-Willow Grove Campus

For Emergencies:

- Department of Public Safety from an on-campus phone 2828
- Department of Public Safety from an off-campus phone..... (215) 481-2828
- Montgomery County Police/EMS from an off-campus phone.....911
- Counseling Services, during office hours..... (215) 481-5564
- Jefferson Occupational Health Network(215) 481-2233

Director of Public Safety

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Security Supervisor

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Voorhees, New Jersey Campus

For Emergencies:

- Department of Public Safety (856) 532-6999
- Voorhees Township Police/EMS from an off-campus phone.....911

Security is provided to the Voorhees Township Campus by the Department of Public Safety, located at Jefferson Strafford Hospital, a short distance from the Voorhees Campus. Jefferson Public Safety actively patrols the Voorhees Campus on a daily basis and responds to emergencies as well as lesser concerns. Jefferson’s East Falls Department of Public Safety maintains jurisdiction for the buildings and grounds for the purposes of documenting reported crimes.

Bucks County Campus

Jefferson does not have on site University security personnel at the Bucks County Campus. The campus receives unarmed private security provided by the building management company. The private security does not have arrest authority and jurisdiction applies only to the building and grounds at the location. Jefferson’s East Falls Department of Public Safety maintains jurisdiction for the office suite and public areas of the buildings and grounds for the purposes of documenting reported crimes and reviews reports for the consideration of issuing a timely warning to students.

Jefferson's Annual Safety Report

OUR STATISTICS

With so many individuals passing through each of our campuses every day, it is no surprise that occasionally we have incidents that require our Public Safety Department's expertise. In keeping with a state mandated program for uniform reports, we publish information related to these incidents.

In compliance with the Pennsylvania Crime Awareness Law, Jefferson Public Safety opens daily incident logs to students, media and the public during regular office hours Monday through Friday.

RELATIONSHIP WITH LOCAL AUTHORITIES

Jefferson's Department of Public Safety has no formal Memorandum of Understanding with any municipal police department. Jefferson has an excellent working relationship with the municipal police departments that surround each of its campuses. These include:

- Center City Campus – Philadelphia Police Department (6th District)
- East Falls Campus – Philadelphia Police Department (39th District)
- Abington-Willow Grove Campus – Abington Township and Upper Moreland Police Departments
- Bucks County Campus – Bensalem Police Department
- New Jersey Campus – Voorhees Township Police Department

The Department also has an established working relationship with PATCO Police, SEPTA Police and state and federal law enforcement agencies.

CRIME REPORTING AND INVESTIGATION PROCEDURES

Jefferson encourages all members of the University community to report to the Public Safety Department any crime or emergency occurring on campus, on public property within or immediately adjacent to campus, or in non-campus buildings or property that Jefferson owns or controls. Knowing about campus crimes makes it possible for Jefferson to address and to implement policies and procedures designed to prevent them. In addition, Jefferson has obligations under federal and state law to compile and report statistics on the occurrence of campus crimes.

Importantly, reporting crimes allows Jefferson to ensure its statistics are complete and accurate. A report may be made on a confidential basis, and may omit the names of the victim and alleged perpetrator. While this may impact Jefferson’s ability to investigate and address the crime, it will allow Jefferson to include the crime for statistical purposes. Individuals may also report anonymously via the Public Safety Department’s 24-hour recorded phone line for reporting: **215-955-5678 (5-5678** from a Center City campus phone). Additional information is addressed in Jefferson’s Crime Reporting and Investigation Policy 119.04 and its Student Sexual Misconduct Policy 117.01.

Center City, East Falls, Abington-Willow Grove, and Voorhees Campuses

Public Safety will assist all students, employees, visitors and patients who are victims of a crime, by advising and / or contacting the appropriate agency. Victims of any crime, whether or not it is on one of Jefferson’s campuses, are urged to report said crime promptly to the appropriate police department or other law enforcement agency. In cases of emergency, please call 911. Under other circumstances, please call:

Center City Campus:

Department of Public Safety – (215) 955-8888 or 811 from a campus phone

Philadelphia Police Department (6th District) – (215) 686-3060

East Falls Campus:

Department of Public Safety – (215) 951-2999 or 2999 from a campus phone

Philadelphia Police Department (39th District) – (215) 686-3390

Abington-Willow Grove Campus:

Department of Public Safety – (215) 481-2828 or 2828 from a campus phone

Upper Moreland Township Police Department – (215) 657-4700

Voorhees Township Campus:

Department of Public Safety – (856) 532-6999

Voorhees Township Police Department – (856) 627-5858

Bucks County Campus

All criminal incidents or other emergencies that occur at Jefferson’s Bucks County Campus or Voorhees Campus should be immediately reported to the local police by calling 911. Under other circumstances, please call:

East Falls Department of Public Safety – (215) 951-2999
Bensalem Police Department – (215) 633-3700

Criminal Activity Off-Campus

Jefferson does not specifically monitor or record criminal activity by students at off-campus locations of student organizations. Jefferson does not officially recognize off-campus students groups.

CAMPUS SECURITY AUTHORITIES

The “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” requires the University to collect and disclose crime data from the local police and Campus Security Authorities (CSA). The intent of including non-law enforcement personnel as Campus Security Authorities (CSA) is to acknowledge that many individuals and students in particular are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other Campus-affiliated individuals. The function of a Campus Security Authority (CSA) is to report to the Department of Public Safety, those allegations of Clery Act crimes that are made in good faith. A Campus Security Authority (CSA) is not responsible for determining whether a crime took place—that is the function of law enforcement personnel. Once a report is received, it must be forwarded to the Department of Public Safety. A representative of the Department of Public Safety will be available to assist you to determine what information should be reported and to work with you in maintaining the privacy of the individual. Reports filed in this manner are counted in the crime statistics for the University, but the identity of the victim is kept confidential.

The law defines “Campus Security Authority” as “An official of an institution who has significant responsibility for student and campus activities, including, but not limited to: student housing, student discipline, and campus judicial proceedings.” Individuals at Jefferson who meet the CSA criteria include, but

are not limited to, the following:

- Student Affairs and Student Life officials who oversees student housing, a student center, or student extracurricular activities;
- Athletics Director and coaches
- A faculty advisor to a student group
- Housing and Residential Life staff including student residential assistants
- Title IX Coordinator
- Public Safety

Professional mental health and religious counselors are exempt from reporting obligations, but may refer individuals to a confidential reporting system. Jefferson's professional counselors are encouraged to tell their clients about the incident reporting procedures; reports (actual, confidential reports, or anonymous reports) are extremely valuable in order to prevent further victimizations and to obtain a more accurate portrait of University crime. In certain instances, a crime victim may be reluctant to file a report fearing the process and/or loss of anonymity. In such circumstances, crime victims are encouraged to consider making a voluntary, confidential report to one of the designated exempt Campus officials for inclusion in the annual disclosure of crime statistics. At a minimum, crime victims will receive valuable counseling and referral information.

Confidential reports are important because they provide valuable information that will enhance the safety of the community-at-large and will provide a more accurate portrait of actual campus crime. Remember, help is available. All you need to do is ask. Retaliation against an individual who has, in good faith filed a complaint, is strictly prohibited and will not be tolerated. Retaliation is any action that adversely affects the academic, employment, or other institutional status of a student or employee of Jefferson, in addition to an applicant for admission or employment and a visitor. Examples of retaliation include, but are not limited to: denial of promotion, non-selective/refusal to hire, denial of job benefits, demotion; suspension, discharge, threats, reprimands, negative evaluations, harassment, or other adverse treatment that is likely to deter reasonable people from pursuing their rights.

**TIMELY WARNING PROCEDURES
JEFFALERT: NOTIFICATION TO THE JEFFERSON
COMMUNITY ABOUT AN IMMEDIATE THREAT**

**Center City, East Falls, Abington-Willow Grove, and Voorhees
Campuses**

In the event that Public Safety receives a report of an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Jefferson community, the Communications Center Dispatcher will notify the highest ranking Public Safety Supervisor on duty.

Jefferson’s Public Safety will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation through the JeffAlert notification system. The Department of Public Safety is responsible for confirming a significant emergency or dangerous situation exists. Confirmation will be obtained through direct interaction with Jefferson security personnel, or through consultation with local police, Pennsylvania State Police, New Jersey State Police or Federal Agencies. The University evaluates the type of emergency, the section of campus affected, and its consultation with emergency responders to determine what campuses should be notified.

The Department of Public Safety collaborates as necessary with appropriate University and law enforcement authorities to develop the content of the message. The Department of Public Safety will initiate a text message, email, phone call or posters with the assistance of the Emergency Management Team, time permitting. In the event of an immediate threat to the health or safety of students and employees occurring on campus follow-up information will be provided through the use of email, text message, signs, posters, or web postings. This action will take place without delay and take into account the safety of the community. Additional JeffAlerts may be initiated to provide follow-up information regarding the situation.

The notification system will not be used if, in the professional judgment of responsible authorities, it compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The University conducts numerous emergency response exercises each year such as table top exercises, task specific drills, and internal and external tests of the

emergency notification system. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

The University’s Emergency Guide and Emergency Operations Manuals include information about the Emergency Management Team and University operating status parameters; incident priorities and performance expectations; evacuation guidelines; and contingency planning. University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility.

Bucks County Campus

The Bucks County Campus will be contacted by the East Falls Department of Public Safety in the event of an emergency. East Falls Public Safety will work with local law enforcement to confirm the threat and take subsequent steps as appropriate.

TESTING OF JEFFALERT SYSTEM AND EVACUATION PROCEDURES

Jefferson regularly tests its JeffAlert system and evacuation procedures, including tests on at least an annual basis. The tests may vary in type and may be announced or unannounced. The tests will be scheduled in advance (even if not announced publicly), contain drills to test procedural operations, exercises to test coordination of efforts, contain follow-through activities to review the test and be designed for assessment and evaluation of emergency plans and capabilities. Each test is documented in writing, including a description of the exercise, the date, the time the test started and ended and whether the test was announced or unannounced.

Jefferson also regularly publicizes its emergency response and evacuation procedures via email in conjunction with at least one test per year.

COMMUNICATION WITH THE SURROUNDING COMMUNITY

Jefferson endeavors to keep the outside community apprised of emergency situations on campus that may impact the area at large. During emergency situations, Jefferson may provide information to the outside community through its media relations personnel, on its website, through its social media platforms, (including Facebook, Instagram and Twitter), through communications with nearby community groups and through communications with local police.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Fire

Employee and Staff Response

Upon discovery of a fire condition, employees and staff (including Physicians and Licensed Independent Practitioners) who are present shall follow the procedures outlined by the **RACE** acronym:

- **R** – **RESCUE** Rescue anyone from immediate danger.
- **A** – **ALARM** Pull the nearest fire alarm pull station and call Jefferson Public Safety at **811** or **77** (Center City), **2999** (East Falls), **2828** (Abington-Willow Grove), **(856) 532-6999** (Voorhees) and/or call **911** in areas not serviced by the Department. Attempt to provide exact location and details of fire.
- **C** – **CONFINE** Confine by closing doors in the fire area to contain smoke and heat.
- **E** – **EVACUATE** Evacuate away from smoke and heat.
EXTINGUISH Extinguish small fires.
- Do not re-enter the building until authorized to do so by emergency personnel.

All employees and staff should know how to use a fire extinguisher. The acronym **PASS** is used to remember steps to properly use a fire extinguisher:

- **P** – **PULL** the pin between the extinguisher’s handles.
- **A** – **AIM** the nozzle at the base of the fire. You should stand 6-10 feet away from fire.
- **S** – **SQUEEZE** the handle of the fire extinguisher.
- **S** – **SWEEP** the nozzle from side to side across the base of the fire.

Building Evacuation

- When instructed follow evacuation procedures for the area or department.
- DO NOT use elevators.
- Take personal belongings (ID, keys, purses, wallets, etc.).
- Upon exiting, proceed to your building relocation site to begin the accountability process.

Shelter-in-Place

- Purpose: To shelter occupants inside the building in the event of a hazardous/biological material or other emergency incident outside the building.
- When notified, go inside the nearest building and report to the building's shelter area.
- Close all windows and doors.

Suspicious Packages

- Any package found or received that arouses concern.
- Do not touch or disturb the object or package.
- Call Public Safety. For areas not serviced by Public Safety call 911.
- Notify your supervisor.

Suspicious Behavior

- Do not physically confront the person exhibiting the behavior.
- Do not let anyone into a locked room/building.
- Do not block a person's access to an exit.
- Call Public Safety. For areas not serviced by Public Safety call 911.
- Notify your supervisor.

Bomb Threat

- Remain calm.
- Get as much information as possible from the threatening caller.
- Call Public Safety. For areas not serviced by Public Safety call 911.
- Notify your supervisor.

Active Shooter Response

Run

- Have an escape route.
- Evacuate even if others don't agree to follow.
- Leave belongings behind.
- Help others escape if possible.
- Keep hands visible.
- Follow instructions of police.
- Do not attempt to move wounded people.
- If you are a patient care provider there may be times when you have to leave your patients to save your own life.

Hide

- Hide out of view.
- Lock or barricade door if possible.
- Silence cell phones and other devices.
- Turn off noise sources.
- Close doors and curtains.
- Hide behind large items.
- Remain calm and quiet.

Act

- Attempt to disrupt or incapacitate the shooter.
- Act aggressive.
- Throw items.
- Use improvised weapons.
- Yell.
- Commit to whatever actions are necessary for you to survive.

Once Safe and Secure

- Call security.
- For areas not serviced by security call 911.
- Alert dispatcher of the active shooter location.
- If unable to speak, leave the line open so the dispatcher can listen.

When Law Enforcement Arrives

- Remain calm and follow officers' instructions
- Put down any items in hands
- Immediately raise hands and keep them visible
- Avoid pointing, screaming, or yelling
- Do not stop to ask officers for help or direction when evacuating
- Proceed in the direction in which officers are entering the area

SECURITY OF AND ACCESS TO ON-CAMPUS HOUSING AND OTHER JEFFERSON BUILDINGS

Jefferson students have the option to reside in on-campus housing in Center City and in East Falls. Jefferson offers students single, double, triple and quad styled accommodations as well as single sex and coed options. Jefferson maintains a variety of programs and policies to help ensure the safety of our students.

The following are applicable to Jefferson's student housing:

- Central dispatch for on-campus emergencies **811 in Center City and 2999 in East Falls.**
- 24-hour front desk coverage in the residence halls requiring guest sign-in and/or photo identification whenever possible.
- Automated front and fire door locking devices that prevent unauthorized entry in the residence halls, but allow safe, easy exit in case of fire or other emergency.
- Safety awareness and crime prevention programs featuring a variety of practical self-protection seminars.
- In the residence halls, doors are equipped with locks and one-way door viewers, and security conducts regular interior and exterior patrols.

The following are applicable to Jefferson’s educational campuses, including campuses without student housing:

- Closed-circuit TV in many locations.
- Security education and awareness programs are presented annually at orientation sessions. Each student is provided with security information and enforcement procedures for housing policies.
- Card and keypad access in many buildings across all campuses.
- Security lighting throughout, including in parking areas.
- Public Safety or private security regular presence and interior and exterior patrol.

MAINTENANCE OF CAMPUS FACILITIES

Center City, East Falls, Abington-Willow Grove, and Voorhees Campuses

The Public Safety staff work with the Facilities office to periodically check the lighting as well as trim shrubs, hedges, and trees. In addition to the Department of Public Safety, the Campus community may file Facilities work requests to address safety issues as well as general maintenance requests. The Facilities Office manages requests with TMA software system. Safety related problems are given a high priority in the system. Requests are regularly monitored so problems are addressed in a timely and efficient manner.

Bucks County Campus

The Bucks Campus is maintained by the Bucks County Technical Park. The Security staff monitors the building and grounds for safety considerations such as lights, locks, building access and parking lot conditions.

EDUCATION PROGRAMS

Public Safety personnel participate in mandatory orientation programs for new students and employees and train incoming Jefferson personnel about campus safety and crime prevention. In addition, orientation programs address issues related to risk management and bystander intervention. Additional voluntary programming is provided throughout the year by the Public Safety Department, including annual “Street Smarts” programs and other topics addressed in connection with campus partners such as the Department of Housing and Residence Life and the Student Personal Counseling Center.

ALCOHOL AND DRUG POLICIES

Jefferson expects all students, faculty and staff to adhere to all federal, state or local laws regarding the unlawful possession, use or distribution of alcohol, drugs, and illegal substances. The University is required by law to inform students, faculty and staff of the sanctions which may be imposed on them for violations of those laws. In addition, Jefferson is required to inform students, faculty and staff of the standards of conduct, University penalties, health risks, and counseling options as they pertain to substance abuse. All members of the Jefferson community are hereby notified of the primary components of the Substance Abuse Prevention Policy in compliance with Drug-Free Schools and Community Act of 1989 and subsequent amendments.

DRUG AND ALCOHOL POLICY

Policy Number: 200.75

PURPOSE

Jefferson recognizes that continued excellence in education, patient care and research depends greatly on the ability of students and employees to execute their responsibilities in a manner reflecting the highest standards of competency and safety.

In compliance with the Drug-Free Workplace Act and the Drug-Free Schools and Community Act, Jefferson maintains a drug-free campus and prohibits the unlawful manufacture, distribution, dispensing, use or possession of illicit drugs or alcohol on its campuses or as part of any university activity. To comply further with the Act, the following information is made available to all students, volunteers, independent contractors, medical staff and employees at Jefferson.

POLICY

These standards and regulations apply to all students, volunteers, independent contractors, medical staff and employees at Jefferson and are designed to prevent substance abuse in Jefferson’s environment.

Prohibited Drugs

For purposes of this section, prohibited drug is any drug made illegal as a matter of federal, state, or local law, which is not legally obtainable as a matter of federal, state, or local law; or one which is legally obtainable but has not been

legally obtained or used. The term includes prescription drugs not legally obtained, prescription drugs that were prescribed for someone else, and any drugs that have been knowingly misused.

- Any individual reporting to work or to provide services or student attending class or a clinical assignment under the influence of prohibited drugs or who has a positive drug screen will be subject to disciplinary action, up to and including termination of employment or affiliation.
- Any individual, who uses, possesses, manufactures, sells, or distributes prohibited drugs while on Jefferson property or at an off campus clinical site will be subject to disciplinary action, up to and including termination of the applicable relationship.
- Any individual, who diverts medication for personal or other use, will be subject to disciplinary action, up to and including termination of the applicable relationship.
- In appropriate cases, the individual may be reported to law enforcement authorities or the applicable licensing bodies.

Medication

Controlled substances legally prescribed by a licensed physician, as well as some other medications, can influence performance and behavior. For this reason, individuals should obtain from their physicians information regarding any potential impairment by such medications **and refrain from use of medications that may cause impairment** during working hours. Where an impairment potential exists, the individual must inform Employee Health (managers should not have access to employee medical information)The employee or student may be referred by his/her manager or clinical supervisor to Jefferson Occupational Health Network (formerly University Health Services and Healthmark) for assessment.

Jefferson will seek to accommodate a legally certified medical marijuana user when possible and appropriate depending on the employee's job functions and ability to maintain the safety of patients and others. An employee who obtains a registration card from the state's recognized agent to certify medical marijuana must submit a copy of the registration card with a letter to Jefferson Occupational Health Network requesting a reasonable accommodation.

Jefferson will then enter into a discussion with the individual and, where applicable, the employee's health care provider to determine if such accommodation is reasonable and appropriate under the circumstances. Use of marijuana, including medical marijuana, by employees, students, medical staff, or volunteers on Jefferson property or at any place of employment at Jefferson is prohibited. Anyone using or under the influence of marijuana or medical marijuana in the workplace may be subject to disciplinary action up to and including termination of employment or the applicable relationship.

Alcohol

Pennsylvania and New Jersey law forbid a person less than 21 years of age to attempt to purchase, consume, possess, or transport any alcoholic or malt or brewed beverage within the Commonwealth. Violation of this law could result in disciplinary action including suspension or dismissal from the University.

Thomas Jefferson University Policy 117.03 addresses the University's position regarding possession and use of alcoholic beverages by students on campus.

No employee, volunteer, medical staff member, or independent contractor shall report to work or perform services for Jefferson and no student shall report to class or to any clinical assignment under the influence of alcohol or alcoholic beverages. The use, sale, distribution, or possession of open containers of alcohol or alcoholic beverages by any individual while at work, on Jefferson property, or student during academic classroom time or during any clinical responsibilities is prohibited.

Any employee student, or other individual in violation of this section will be subject to disciplinary action, up to termination of the applicable relationship.

Counseling

Employees may seek assistance for referral and treatment for drug addiction and/or alcohol dependence through the applicable Employee Assistance Program, or through Jefferson Occupational Health Network. Students may seek assistance through the Student Personal Counseling Center or through Jefferson Occupational Health Network. **It is each employee and student's responsibility to seek and accept assistance before alcohol and drug problems lead to an event or situation warranting disciplinary action.** An employee or student's decision to seek such assistance will not be used as the basis for

disciplinary action, and will not be used against the employee or student in any disciplinary proceeding. The completion of an appropriate rehabilitation program may include a Memorandum of Agreement (need same Agreement for the enterprise) for Continuation of Employment with random drug/alcohol testing.

At the same time, alcohol or drug use and/or addiction will not be an acceptable excuse for behavior that violates this or any other Jefferson policy. Furthermore, it will not be an excuse for poor performance by employees, nor for sub-par academic performance by students.

Drug and Alcohol Screening

Screening for drugs and alcohol may be required of employees, students and members of TJUH's Medical Staff or Other Professional Personnel ("OPP") for the following reasons:

- Pre-employment screening for employees and students electing to take paid positions at Jefferson;
- Pre-appointment screening to the Medical Staff or OPP
- Pre-placement prior to a rotation at an outside site, if required by the outside institution;
- For reasonable suspicion.

Employees, students, and members of the Medical Staff or OPP will sign consent for testing with acknowledgement that the results of the tests may be shared with Jefferson administrators. **Refusal to sign the consent or submit to drug and alcohol screening will have the same effect as a positive test result.**

Reasonable Suspicion Screening

If a manager, administrator, instructor, or clinical supervisor in Pennsylvania reasonably suspects that an employee, student, or member of the Medical Staff or OPP is impaired while in class or unfit for duty, on the job or Campus, the supervisor must refer the employee or student to Jefferson Occupational Health Network for an evaluation. Jefferson – New Jersey will continue to follow its Impaired Associate Policy 608 (see Attachment 1) Please refer to and complete Appendix A to this policy, which includes some common signs of impairment. The results of the evaluation will be shared with the department of Human Resources or Jefferson administrators for further action or referral, if needed.

Off hours evaluations will be performed through the Emergency Department of the hospital where the employee works. Information regarding the evaluation of suspected impairment done through outside institutions through the course of a student's placement will be shared with Jefferson Occupational Health Network and Jefferson administrators.

Random Drug and Alcohol Testing

Jefferson may require random drug and/or alcohol testing of an employee who has undergone drug or alcohol rehabilitation, **even in the absence of evidence that the employee is impaired**, if Jefferson reasonably believes that the employee would pose a direct threat in the absence of such testing. In determining whether to require that an employee submit to drug and/or alcohol testing in such a situation, Jefferson will consider the safety risks associated with the position the employee holds, the ability of the employee to satisfactorily to do his or her job, the reason(s) the employee will pose a direct threat, and other relevant factors.

Awareness/Training

Jefferson will promote awareness of the effects of drug and alcohol abuse through a variety of means, including training programs, articles in Jefferson publications, and the periodic distribution of informational literature on the topic.

Disciplinary Sanctions

It is expected that students and employees will comply with all Jefferson policies and the laws regulating alcohol and prohibited drugs.

- Students who fail to comply will be subject to disciplinary action as published in the Statement of Student Rights, Freedoms and Responsibilities.
- Employees who fail to comply will be subject to disciplinary action pursuant to Jefferson policies and practices. These disciplinary sanctions may include suspension or termination

WEAPONS POLICY

Policy Number: 131.01

The purpose of this policy is to ensure the safety and protection of all students, employees, patients, contractors, and visitors to Thomas Jefferson University and Jefferson Health campuses.

DEFINITIONS

Firearms, imitation firearms, explosives, knives, brass knuckles, devices capable of discharging a projectile, illegal weapons as defined by law and any other item that can be used as an offensive weapon are prohibited. Any questions about whether an item is covered by this policy should be directed to the Public Safety Department for clarification. All persons will be held directly responsible for making sure beforehand that any potentially covered item possessed is not prohibited by this policy.

Jefferson property covered by this policy includes, without limitation, all Jefferson owned or leased buildings and surrounding areas such as sidewalks, walkways, driveways, plazas, and parking lots and garages under Jefferson's ownership or control. Jefferson vehicles are also covered by this policy at all times regardless of whether they are on Jefferson property at any time. This policy also prohibits weapons at any Jefferson sponsored function, such as parties or picnics.

POLICY

Jefferson prohibits all persons who enter any Jefferson property from carrying a handgun, firearm, or prohibited weapon of any kind onto any Jefferson property regardless of whether the person is licensed to carry the weapon.

This policy applies to all Jefferson students, employees, contractors, patients, contractors and visitors on Jefferson property, and customers and contractors on Jefferson property, regardless of whether they are licensed to carry a concealed weapon. The only exceptions to this policy will be on duty law enforcement personnel, uniformed law enforcement officers, or other persons who have been given written consent by Jefferson's Security Directors to carry a weapon on the

property. Security Directors or their designees may provide a temporary exception.

All Jefferson employees are also prohibited from carrying any weapon while in the course and scope of performing their job for Jefferson, whether or not they are on company property, and whether they are licensed to carry a firearm. Employees may not carry any weapon covered by this policy while performing any task on Jefferson's behalf. Violators of this policy are subject to disciplinary action up to and including termination/expulsion.

MISSING STUDENT NOTIFICATION POLICY AND PROCEDURES

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, they must immediately notify Jefferson Public Safety by calling **811** or **215-955-8888** on the Center City Campus, or by calling **2999** or **215-951-2999** on the East Falls Campus. Public Safety will generate a missing person report and initiate an investigation.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted in the event the student is determined to be missing ("the Missing Student Contact"). This Missing Student Contact's information will be maintained separately from the student's general emergency contact information.

A residential student on the Center City and East Falls Campuses can identify a Missing Student Contact while completing their on line Housing Application. This includes students who request to move on campus mid-year. The application must be updated annually.

Missing Student Contact information will be registered confidentially and accessible only by authorized campus officials and, in furtherance of a missing person investigation, to law enforcement personnel. If a Missing Student Contact is not specifically elected, Jefferson will contact the general "emergency contact" person designated by the student on their emergency contact card.

Jefferson will notify the Philadelphia Police Department and the student's Missing Student Contact within 24 hours after determining that the student is missing. If the

missing student is under the age of 18 and is not an emancipated individual, Jefferson will also notify the student's parent or legal guardian within 24 hours after determining that the student is missing.

STUDENT SEXUAL MISCONDUCT POLICY

Policy Number: 117.01

Preamble

Jefferson (Philadelphia University + Thomas Jefferson University) is committed to fostering a safe living and learning environment for all members of the university community. This includes freedom from any form of discrimination, including sexual harassment and sexual violence. We expect community members to engage in relationships that are characterized by mutual respect and affirmative consent.

The University's response to sexual misconduct seeks to balance the rights, needs and privacy of victims and those of the accused, while maintaining the health and safety of the campus community. Emphasis is placed on violence prevention, providing support for those who may have been victimized, and ensuring a vigorous enforcement of institutional policy and law.

I. Policy Statement

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in educational programs and activities that receive federal financial assistance. The University is committed to providing an environment free of discrimination on the basis of sex, including, but not limited to, sex-based disparate treatment, sexual misconduct and sexual harassment.

II. Scope

The University recognizes that anyone can be subjected to or contribute to Sexual Misconduct in the educational setting regardless of age, sex, race, religion, disability status, national origin, sexual orientation, gender identity or other legally protected characteristics. As such, this policy applies to all members of the University community, including but not

limited to students, employees, volunteers, visitors, and any individuals having any official capacity at the University. This policy applies to conduct occurring in connection with an educational program, including conduct that occurs on University property, at University events or programs that take place off campus, and any off-campus or online behaviors that create a hostile environment on campus or otherwise adversely affect the educational setting.

III. Sexual Assault Response

A student who is a victim of sexual assault can call 811 or 215-955-8888 for Center City Campus Public Safety or 215-951-2999 for East Falls Public Safety, or 911 (Philadelphia Police Department). When a report of a sexual assault is made to University personnel on an emergency basis, Public Safety or other University personnel will escort the victim to a place of safety and will identify, secure and maintain the scene of the alleged assault or offense, as appropriate. If there is a need to preserve evidence the Philadelphia Police Department will be contacted. Evidence of a sexual assault should be preserved as soon as possible, even if the reporting student is unsure about reporting or filing criminal charges.

If a sexual assault has occurred it is important for the victim to seek medical attention as soon as possible to check for internal injuries, receive preventative treatment, and gather forensic evidence. The victim will be informed of the availability of immediate medical and/or psychological assistance, including treatment for emergent injuries at the nearest Emergency Department. Forensic medical examinations are not administered at Philadelphia emergency rooms and will be done by a Sexual Assault Nurse Examiner at the Philadelphia Sexual Assault Response Center (PSARC). If not an emergent situation requiring the close proximity of an Emergency Room, victims have the option of going directly to PSARC at 300 E. Hunting Park Avenue, Philadelphia, PA 19124, 215-425-1625.

PSARC provides forensic medical evaluation, injury documentation, forensic photography, pregnancy prevention, sexually transmitted infection prevention, HIV prevention, follow-up care, and court testimony. Victim advocacy and counseling is available through Philadelphia Center Against Sexual Violence

(WOAR). WOAR has a 24-hour hotline (215-985-3333) and will arrange for a counselor to meet with you before, during, or after any forensic medical examination. For more information on assistance available, see the Campus/Community Services section of this policy.

In all circumstances, the victim shall be informed of the procedures for filing criminal charges via the Philadelphia Police Department. If the victim chooses to have police notified, security will immediately notify the Philadelphia Police and assist the victim in the filing of the charges if requested. The Title IX Coordinator (detailed in Reporting) will be notified in order to maintain coordination of a University investigation and campus services.

IV. Consent

Consent to engage in sexual activity must be obtained from each partner and must exist from beginning to end of each instance of sexual activity. Consent must be clear, informed, knowing, and voluntary. Consent is demonstrated through mutually understandable words and/or actions that clearly indicate a willingness to engage in sexual activity. Note that, although consent may in some cases be demonstrated through nonverbal conduct alone, reliance on nonverbal conduct alone as an indication of consent could lead to misunderstandings. It is better to obtain a verbal indication of consent.

Consent is not effective if it results from the use of physical force, intimidation or coercion, or if the person is too incapacitated to provide informed, knowing and voluntary consent. If a partner becomes too incapacitated to consent during the course of sexual activity, there is no longer consent. Silence and/or a lack of resistance do not, by themselves, demonstrate consent. Use of alcohol or drugs shall not diminish one's responsibility to obtain consent, but may diminish one's ability to consent.

Consent to engage in sexual activity may be withdrawn by any party at any time. Withdrawal of consent must also be outwardly demonstrated by words and/or actions that clearly indicate a desire to end sexual activity. Note that, although withdrawal of consent may in some cases be demonstrated through nonverbal conduct alone, reliance on nonverbal conduct alone to withdraw consent could lead to misunderstandings. It is better to verbally withdraw

consent by saying “no,” “stop” or some other similar verbal communication. Once withdrawal of consent has been clearly expressed, sexual activity must cease. A previous sexual relationship and/or current relationship with a partner, do not, by themselves, imply consent.

V. Prohibited Behaviors

Sexual Misconduct is the overarching term used by the University to describe behaviors or offenses of a sexual nature that are committed against individuals who do not consent to them. Sexual Misconduct is prohibited under this policy. Instances of Sexual Misconduct include, but are not necessarily limited to, unwanted sexual acts which are committed by coercion, force, intimidation, manipulation or otherwise without consent. The following are examples of behaviors or offenses that are considered acts of Sexual Misconduct. *Please note that the specific definitions of certain behaviors or offenses under Pennsylvania and New Jersey law are included in Appendices A and B to this policy:*

- A. Sexual assault.** Any non-consensual sexual act, however slight, with any object, by a person upon another person that is without consent and/or by force. It includes, but is not limited to, the following when consent is not present:
1. Sexual intercourse (anal or vaginal)
 2. Oral sex
 3. Penetration (anal, vaginal, oral) with an object or body part
 4. Use of coercion, force or manipulation to make someone else engage in inappropriate touching of their or another’s genitals or “private parts” (breasts, buttocks, etc.)
 5. Fondling, or touching the private body parts of another person for the purpose of sexual gratification, without

consent. This includes where the other person is incapable of giving consent because of his/her age or temporary or permanent mental incapacity.

6. Sexual activity with another person who is not able to give consent due to intoxication, incapacitation, unconsciousness, helplessness, or other inability.

- B. Rape.** Non-consensual penetration, no matter how slight, of the vagina or anus with anybody part or object, or non-consensual oral penetration by a sex organ of another person.
- C. Statutory Rape.** Sexual intercourse with a person who is under the statutory age of consent. See Appendix A for information on Pennsylvania's age of consent.
- D. Sexual Harassment.** Sexual Harassment unwelcome sexual, sex-based and/or gender-based verbal, written on-line and/or physical conduct. Sexual harassment may include a range of subtle and overt behaviors and may involve individuals of the same or different sex. Depending on the circumstances, these behaviors may include, but are not limited to: unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering, catcalls or touching; insulting or obscene comments or gestures; display or circulation in the workplace of sexually suggestive objects or pictures; and other physical, verbal or visual conduct of a sexual nature.

Sexual harassment is a form of sex discrimination, and will not be tolerated. The following behaviors are prohibited, whether conducted by a man or a woman:

1. **“Quid Pro Quo”** is to threaten or insinuate, expressly or implicitly, that any student is required to submit to sexual advances or to provide sexual favors in order to participate in a University program or activity or to make any

educational decision or take any action based on a student's submission to or refusal to submit to sexual advance.

2. **Hostile Environment** is to engage in unwelcome sexually-oriented or otherwise hostile conduct which has the purpose or effect of interfering unreasonably with another person's work or academic performance or of creating an intimidating, hostile, abusive or offensive environment. Such an environment can be created by a University employee, another student, or even someone visiting the University, such as a student or employee from another school.

E. Stalking is a type of Sexual Harassment in which a person directs a course of conduct at another specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress. Examples of stalking behavior include repeatedly calling, e-mailing or texting someone, especially after being asked to stop; physically following a person; threats, intimidation or intrusive behavior; always "showing up" or being visible where the other person is, etc.).

1. **Cyber-Stalking** is a specific type of Stalking in which electronic media such as the internet, social networks, blogs, cell phones, texts, or other similar devices or forms of contact are used to pursue, harass, or to make unwelcomed contact with another person in an unsolicited fashion. Some examples of Cyber-Stalking include, but are not limited to, unwelcomed/unsolicited emails, instant messages, and messages on on-line bulletin boards. It also includes, but is not limited to, unsolicited communications about a person, their family, friends, co-workers, or sending/posting unwelcomed and unsolicited messages with another username.

F. Sexual Exploitation is an act of Sexual Misconduct in which a person exploits or takes advantage of another person in a

sexual manner without consent. Examples of Sexual Exploitation include, but are not limited to, the following:

1. Recording (audio or video) or photographing sexual activity without the knowledge and consent of all parties involved
2. Electronic or printed transmission (posting online, texting, emails, etc.) of sounds or images of sexual activity without the knowledge or consent of all parties involved
3. Voyeurism (spying on others who are engaged in an intimate or sexual act)
4. Going beyond consent (having consensual sex but allowing other people to watch without the knowledge of the consenting party)
5. Prostituting another person
6. Public indecency (exposing yourself without consent)
7. Knowingly exposing an individual to a sexually transmittable infection or virus without his or her knowledge.

G. Dating violence. Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party'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. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

H. Domestic violence. A felony or misdemeanor crime of violence committed—

1. By a current or former spouse or intimate partner of the victim;

2. By a person with whom the victim shares a child in common;
 3. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
 4. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or
 5. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- I. **Incest.** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - J. **Retaliation or Intimidation.** When someone engages in action(s) or omission(s) intended to punish, seek retribution against or otherwise adversely affect a person who, in good faith, makes an allegation or report of Sexual Misconduct, participates or cooperates in an investigation into an allegation of Sexual Misconduct or participates or cooperates in the University's process for addressing allegations and/or incidents of Sexual Misconduct, including participation in any mediation or hearing related to allegations of Sexual Misconduct.

VI. Initial Procedures

- A. **Reporting** - The University encourages those subjected to sexual misconduct and sexual violence to report what occurred so they can get the support they need and the university can respond appropriately. *It is important to note that different employees on campus have different levels of responsibility to maintain a person's confidentiality. The following are reporting options that carry different levels of confidentiality.*

1. **Confidential Reporting** – Specific employees of Jefferson may talk in confidence to a student subjected to sexual misconduct. If a student reports through these avenues, the University will be unable to conduct an investigation or pursue disciplinary action. Reporting to the following people will not trigger an investigation without consent:
 - a. Student Personal Counseling Center in Center City (215-503-2817)
Counseling Services in East Falls (215-951-2868)
 - b. Pastoral Care Program in Center City (215-955-6336)
 - c. University Health Services in Center City (215-955-6835)
Health Services in East Falls (215-951-2986)

2. **Non-Confidential Reporting** –The majority of Jefferson employees are non-confidential and are required to report information regarding an incident to Campus Security and the Title IX Coordinator. This includes:
 - a. Public Safety (811 or 215-955-8888 in Center City, 215-951-2999 in East Falls)
 - b. Title IX Coordinators:
 1. Title IX Coordinator:
Zoe Ann Gingold
zoeann.gingold@jefferson.edu
(215) 951-6830
 2. Deputy Title IX Coordinator,
Center City:
Nannette Fromm,
Associate Dean, Jefferson College
of Health Professions,

nannette.vliet@jefferson.edu

(215) 503-7941

3. Deputy Title IX Coordinator,
Center City:

Katherine Traves,

Associate Dean, Sidney Kimmel

Medical College,

katherine.traves@jefferson.edu

(215) 503-6988

4. Deputy Title IX Coordinator, East
Falls:

Elizabeth Shepard-Rabadam,

Associate Provost,

Academic Affairs,

elizabeth.shepardrabadam@jefferson.edu

[on.edu](mailto:elizabeth.shepardrabadam@jefferson.edu)

(215) 951-0353

- c. College Deans or Associate Deans
- d. Full-time faculty
- e. Residence Life staff (including RAs)
- f. Staff with significant responsibility to
student and campus activities
- g. Human Resources (if involving an employee)
- h. Coaches
- i. Other University personnel with the authority to
take action to redress sexual violence

3. **Anonymous Reporting** – Students also have the option of
anonymous reporting. If an anonymous report is made the
identity of the student will not be known, but the
university's ability to respond will be limited. The following
are options for anonymous reporting:

- a. Public Safety 24-hour recorded phone line (215-955-
5678)

- b. Jefferson Alert Line (833-663-2633) or

Please note that, with the exception of entirely confidential reports to one of the areas described above in subsection 1, “Confidential Reporting,” Jefferson will be required by law to include all reported sexual misconduct/violence crimes in its annual compilation of campus crime statistics. No personally identifying information of either the person subjected to sexual misconduct or the accused will be included. This statistical report will include only the fact that a crime was reported and its alleged location.

- B. Confidentiality** – The University has a strong desire to assist students subjected to Sexual Misconduct, and strongly encourages them to report any such incidents. The University will make every reasonable effort to preserve an individual’s privacy and protect the confidentiality of information it receives in connection with such a report. The information reported will be shared only with individuals who assist or are otherwise involved in the investigation and/or resolution of the complaint, or who otherwise have a need to know about the complaint and/or its resolution.

If it determines that it cannot maintain a student’s confidentiality, the University will so inform the student subjected to sexual misconduct prior to the start of an investigation. The University will provide security and support during the investigation, as described in the Retaliation and Academic Accommodation and Interim Measures sections of the policy.

- C. Options to Involve Public Safety and Law Enforcement** – If you are subjected to Sexual Misconduct, you have the option to report the incident to and seek assistance from law enforcement authorities, including campus security and local police. If you would like to notify the police, campus security is available and willing to assist you in doing so. It is also your right and option, absent an ongoing danger to the university community, to decline to notify campus security or the police of the Sexual Misconduct (note, however, that the crime will likely need to be included, without any personally

identifying information, in the University's annual compilation of campus crime statistics).

- D. Option to Seek Protection from Abuse Order** – If you are subjected to Sexual Misconduct, you may have the option of seeking a Protection from Abuse Order (PFA) from the Philadelphia courts. A PFA may typically require that an abuser not abuse, threaten, harass or stalk the victim, stay away from the victim's residence (even if it is also the abuser's residence), stay away from the victim (including at school or work) and turn weapons over to the police. PFAs may be available to anyone abused by a parent, child, current or former spouse, current or former sexual or intimate partner or others related by blood or marriage. Should an employee or student obtain and notify Jefferson of a PFA, "no-contact," restraining or similar court order, Jefferson's campus security will work with the student or employee to help ensure that the order is honored.
- E. Preservation of Evidence** – Individuals subjected to sex-related crimes should understand that it is important to preserve any physical or other evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order. Without preservation of such evidence, it may be difficult or impractical to prosecute the perpetrator or obtain a protection order. The Philadelphia Police Department should be contacted, with the victim's consent, when physical evidence should be preserved, as the Philadelphia Police are best suited to ensure the proper preservation of evidence.
- F. Amnesty** – The University recognizes that a student subjected to Sexual Misconduct who has been drinking or using drugs at the time of the incident may be hesitant to report it due to a fear of discipline for his/her own conduct. Consistent with the University's desire to assist those subjected to Sexual Misconduct and to encourage students to report incidents of Sexual Misconduct, an individual who in good faith reports Sexual Misconduct under this policy will not be subject to disciplinary action by the University for his/her

own consumption of alcohol or drugs at the time of the incident, provided that the individual's conduct did not and does not place the health or safety of any other person at risk.

- G. Academic Accommodations and Interim Measures** – When a report of sexual misconduct is made academic accommodations and interim measures of protection for the parties involved will be provided, if necessary. Interim measures of protection may be available with respect to academic, living, transportation and working situations. Examples include but not limited to: separating the parties, placing limitations on contact between the parties, housing reassignment, or interim suspension of an accused. Students will also have access to academic support services and may be given the option to withdraw from a class or take a leave of absence.

The Title IX Coordinator or deputies will make accommodations or provide protective measures if the student requests them and if they are reasonably available, regardless of whether the student chooses to report the crime to campus police or local law enforcement. The Title IX Coordinator or deputies will keep confidential information regarding the accommodations or protective measures, to the extent it can do so without impairing its ability to provide them. This information will be shared only with institutional personnel whom the Title IX Coordinator or deputies determines have a need to know the information in the course of carrying out their job duties or providing the accommodations or protective measures.

Any student requiring assistance in seeking or obtaining the types of accommodations or interim measures referenced in this section should contact the Title IX coordinator, who will provide assistance.

- H. Non-Student Violations** – When a Jefferson employee or agent is the subject of a sexual misconduct complaint within the scope of this policy, an investigation will take place in accordance with this policy. Following the investigation, any necessary discipline or other remedial action will be taken in connection with other applicable

Jefferson policies and procedures. The post-investigation procedures under this policy shall not be applicable.

VII. Investigation and Disciplinary Process¹

A. Notice of Concern

Once a report is made, the Title IX Coordinator will determine if an investigation will occur and, if so, the parties will receive a written Notice of Concern from the Title IX Coordinator. The Notice of Concern will contain (1) the specific allegations of Sexual Misconduct; and (2) the provisions of this policy and any other university policies that the conduct is alleged to have violated. Within five (5) business days of receiving the Notice of Concern, both the Complainant and the Respondent will be asked to identify any academic or other significant conflicts that would affect the timing of the investigation and potential hearing (i.e. clinics, internships, study abroad.) The Title IX Coordinator will seek to reach a Non-Hearing Resolution or to complete a hearing within a prompt and equitable timeframe from the date of issuance of the Notice of Concern.

B. Formal Investigation

The formal investigation phase begins when the Title IX Coordinator issues a Notice of Concern and is the period during which investigators gather information about the allegations. Such investigations may be performed by investigator(s) identified by the University, including, but not limited to, trained University personnel. Investigations may include interviews of the complainant, the respondent and any material witness presented by either party and/or the review of any material evidence. Both parties will have the opportunity to present written statements, witnesses and other evidence during the process. The Title IX Coordinator or investigator may decline to gather information deemed not relevant to the complaint.

C. Investigative Report

¹ Please see the Community Standards Policy, which is set forth in this report and includes additional information on hearing procedures and possible penalties.

At the conclusion of the investigation, the investigator(s) will prepare a draft factual investigative report. Both parties will be provided a copy of the draft report for confidential review. The parties may not share the draft report with anyone other than their families and advisors, who are subject to the same strictly enforced confidentiality requirement. A failure by a family member or advisor to maintain the confidentiality of the draft report will be deemed a breach by the student. The parties will be afforded five (5) business days to provide written comments to the Title IX Coordinator on the draft report. The comments will be shared with the investigator(s), and may result in further investigation or amendment of the draft report as warranted. The final report will be provided to both parties, subject to the same confidentiality restrictions outlined in this paragraph.

D. Potential Outcomes of Investigation:

No Charge Decision, No Hearing Resolution, Withdrawal of Complaint

Following an investigation, or possibly during the investigation in the event of a Non-Hearing Resolution or withdrawal of the complaint, the Title IX Coordinator will adopt one of the following options:

1. No Charge Decision

If the Title IX Coordinator concludes that a reasonable decision-maker will not be able to assign responsibility based on the evidence, the Title IX Coordinator will issue a No Charge Outcome Letter. This Outcome Letter can be appealed. Please see the Appeals section of the policy for more information.

2. Non-Hearing Resolution

If the Title IX Coordinator concludes that a reasonable decision-maker could find, by a preponderance of the evidence, that the alleged Sexual Misconduct occurred, but there is not a significant dispute among the parties and the Title IX Coordinator about the proper outcome of the matter (including administrative remedies and disciplinary sanctions), the Title IX Coordinator and/or Deputies may explore with the parties the possibility of a resolution without a hearing. If a non-hearing

resolution is reached, the terms of the agreement must be reduced to writing and signed by both parties.

3. Charge Decision

If the Title IX Coordinator concludes that a reasonable decision-maker could find, by a preponderance of the evidence, that the alleged Sexual Misconduct occurred and that a Non-Hearing Resolution option is not feasible, the Title IX Coordinator will notify the Complainant and the Respondent, in writing, that the matter has been charged and referred to a hearing. The Charge Letter will contain (1) the specific allegations of Sexual Misconduct; and (2) the provisions of this policy and any other university policies that the conduct is alleged to have violated.

4. Withdrawal of a Complaint

A Complainant may notify the Title IX Coordinator at any time that the Complainant does not wish to proceed with the investigation and/or hearing process. If such a request is received, the Title IX Coordinator will inform the Complainant that the University's ability to respond to the allegation may be limited if the allegations are withdrawn.

In the event that the Title IX Coordinator determines that the investigation will continue despite the withdrawal, the Title IX Coordinator will notify the Complainant of that determination. The Title IX Coordinator will include in that notification a statement that the Complainant is not required to participate in the investigation and/or hearing process but that the process will continue. Please see the Confidentiality Section.

E. Hearing

1. Hearing Schedule

The Title IX Coordinator will seek to reach a Resolution within a prompt and equitable timeframe following the issuance of the Notice of Concern. This timeline may be extended for University breaks or other reasonable delays, such as extensions granted to the parties upon a showing of good cause (discussed in section 2. below). If a deadline falls on a weekend or holiday, there will be an automatic extension to the next business day.

At the time a case is charged by the Title IX Coordinator a timetable will be issued that schedules all key dates for the matter that take into consideration the academic and other conflicts identified in response to the Notice of Concern. Unless an extension is granted based on a showing of good cause, the parties are obligated to follow the Hearing Schedule. The Hearing Schedule will be case-specific but generally will use the following timeframes as guidelines:

- The Title IX Coordinator or deputy will release the name of the decision-maker to the parties and the names of the parties and witnesses to the decision-maker five (5) business days before a hearing. A hearing date will also be identified.
- All parties have two (2) business days to indicate any conflict of interest. A conflict of interest exists if the decision-maker has prior involvement in or knowledge of the allegations at issue in the case, has a personal relationship with one of the parties or witnesses, or has some other source of bias. If such a conflict is found by the University to exist, an alternate decision-maker will be appointed.
- The parties have five (5) business days to file an appeal after receipt of the Outcome Letter.

2. Extensions

Extensions are only granted for good cause. A request for an extension must be made, in writing and with reasons provided, to the Title IX Coordinator. The Title IX Coordinator will normally respond to an extension request in writing within two (2) business days.

F. Hearing Process

Hearings on charges of sexual misconduct in violation of this policy are presided over by a single decision-maker appointed by the University and specifically trained in matters related to sexual misconduct. The decision-maker shall make findings of fact and conclusions as to whether the facts support a finding of responsibility for violation of this policy.

Hearings will be conducted in accordance with the evidentiary and procedural provisions of the Community Standards process found in University Policies, with the hearing presided over and decisions made by the assigned decision-maker. Please refer to the Community Standards Process for more information.

1. Imposition of Penalty

If the decision-maker concludes that this policy has been violated, an appropriate University official will determine the penalty or sanction to be imposed, if any.

2. Appeal

Parties' Right to Appeal

Each party may submit a written appeal which will be shared with the other party. The parties must submit a written appeal to the Title IX Coordinator within five (5) business days of the decision being delivered in the student's University email account. A copy of the appeal will be provided to the non-appealing party. The non-appealing party will have five (5) business days to prepare and submit a response to the Title IX Coordinator.

Appeals must be submitted in writing and be based on at least one of the following criteria:

- Violation of the University's hearing procedures.
- Misinterpretation of the policies alleged to be violated.

3. Appeal Decision

The Provost, or designee, will review all appeals and will provide the final appeal decision no later than fifteen (15) business days after receipt of all appeal documents. As needed, the Provost or designee will consult with the Title IX Coordinator regarding the management of ongoing remedies. The Provost or designee may reject the appeal in whole or in part, issue a new decision regarding responsibility, issue new

or revised sanctions and penalties, or refer the matter to a new hearing. The decision by the Provost, or Provost's designee, is the final decision and is not subject to further appeal.

4. Ongoing Management

If there is a finding of responsibility, the Title IX Coordinator will work collaboratively with the Dean of Students and Provost's Office to ensure ongoing administration and enforcement.

VIII. Jefferson's Prevention and Awareness Programs

As part of its effort to protect students and employees from sexual misconduct and sexual violence, Jefferson provides prevention and awareness training to all incoming students and employees on issues related to these offenses.

The first training occurs during orientation and then ongoing programming is provided both in-person and online. On-campus programming is provided in bystander intervention, domestic violence, self-defense, and through speakers related to sexual misconduct. All programming is advertised widely on campus and designed to promote awareness of and prevent Sexual Misconduct.

IX. Campus/Community Services and Education

A. Campus/community services are available for immediate and ongoing support to address problems related to Sexual Misconduct. The following are examples of available services, both within the University and in the external community:

1. **Thomas Jefferson University Hospital's Emergency Department** (215-955-6840) provides emergency medical services. It is located at 132 South 10th Street, Philadelphia, PA.
2. **The Student Personal Counseling Center** (SPCC) in Center City offers a variety of counseling and support services to help

students in times of need (215-503-2817). Students can also call 215-955-HELP for counseling, health services, and support group information at Jefferson.

3. **Jefferson Counseling Services** in East Falls (www.philau.edu/counseling) can be contacted at 215-951-2868 or CounselingServices@PhilaU.edu.
4. **Jefferson University Student Health Services** at East Falls (www.philau.edu/healthservices) is located in Scholler Hall and can be reached at 215-951-2986 or HealthServices@PhilaU.edu.
5. **Jefferson Occupational Health Network (JOHN)** in Center City provides medical care for Jefferson students (215-955- 6835). It is located at 833 Chestnut Street, Suite 205, Philadelphia, PA.
6. **Philadelphia Center Against Sexual Violence (WOAR)** is Philadelphia's only rape crisis center and can be reached through a 24-hour hotline at 215-985-3333. WOAR provides free counseling and offers support during forensic rape examinations and any future court proceedings.
7. **Philadelphia Sexual Assault Response Center** (215-800-1589) is a private, not-for-profit center whose mission is to provide expertise in the assessment and evaluation of sexual assault victims in Philadelphia. The center is staffed 24 hours a day, 7 days a week by on-call, specially trained and experienced Sexual Assault Nurse Examiners who provide forensic rape examinations. PSARC cares for victims regardless of their cooperation with law enforcement. PSARC is located at 300 E. Hunting Park Avenue, Philadelphia, PA 19124. In an emergency, call 215-425-1625 to reach the on-call sexual assault nurse examiner.
8. The **Rape, Abuse, and Incest National Network (RAINN)** operates the National Sexual Assault Hotline at 1.800.656.HOPE and offers online support, such as online counseling and assistance finding a local counseling center, at www.rainn.org.
9. The **National Domestic Violence Hotline** (800-799-7233) has

highly trained expert advocates available 24 hours a day to talk confidentially with anyone experiencing domestic violence, seeking resources or information, or questioning unhealthy aspects of their relationship.

10. **Jefferson's Office of International Affairs** (215-503-4335) works with all University departments and individuals to facilitate exchange and to offer assistance with visa and immigration issues. OIA is located at M-70 Jefferson Alumni Hall, 1020 Locust Street, Philadelphia, PA.
11. The **Nationalities Service Center** (215-893 – 8400) is a non-profit organization that provides social, educational and legal services to immigrants and refugees in the Greater Philadelphia area. It is located at 1216 Arch Street, 4th Floor, Philadelphia, PA.
12. The **Philadelphia Bar Association** (215-238-6333) is available to provide referrals to attorneys to assist with legal problems in and around Philadelphia.
13. **Philadelphia Legal Assistance** (215-981-3800) provides free civil legal assistance to low-income individuals and families in Philadelphia. Its offices are located at 718 Arch St #300N, Philadelphia, PA
14. **Community Legal Services of Philadelphia** (215-981-3700) also provides free legal assistance in civil matters to low-income Philadelphia residents. Its offices are located at 1424 Chestnut St., Philadelphia, PA.
15. **Office of Student Financial Aid for Center City** (215-955-2867) and **East Falls** (215-951-2940) assists students in securing financial aid and acts as an educational debt management resource for students. It may be able to assist with financial aid issues stemming from incidents of Sexual Misconduct. The Center City office is located in the Curtis Building, Suite 115, 1015 Walnut Street, and East Falls office is 4201 Henry Ave in White Corners.
16. **Mazzoni Center** (215-563-0652) provides quality comprehensive health and wellness services in an LGBTQ-focused

environment, while preserving the dignity and improving the quality of life of the individuals we serve.

17. **Philadelphia's Office For Civil Rights** (215-656-8541) mission is to ensure equal access to education and to promote educational excellence through vigorous enforcement of civil rights in our nation's schools.

18. **Philadelphia Police Special Victims Units** (215- 685-3251)

I. Jefferson's Prevention and Awareness Programs To Prevent Dating Violence, Domestic Violence, Sexual Assault and Stalking

As part of its effort to protect students and employees from sexual misconduct and sexual violence, Jefferson provides prevention and awareness training to all incoming students and employees on issues related to these offenses.

The University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

1. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
2. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and that:

1. A statement that the institution prohibits the crimes of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act);
2. The definitions of domestic violence, dating violence, sexual assault and stalking according to any applicable jurisdictional definitions of these terms;
3. What behavior and actions constitute consent, in reference to sexual activity, in the State of Pennsylvania

4. A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;
5. Information on risk reduction. Risk reduction means options designed to decrease the incidence of sexual assault, perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
6. Information regarding:
 - i. Procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs” elsewhere in this document)
 - ii. How the institution will protect the confidentiality of victims and other necessary parties (as described in “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs” elsewhere in this document);
 - iii. Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in “Procedures the University Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported” elsewhere in this document); and
 - iv. Options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);

- v. Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document).

Primary Prevention and Awareness Programs

Public Safety personnel participate in mandatory orientation programs for new students and employees and train incoming Jefferson personnel about campus safety and crime prevention. In addition, orientation programs address issues related to risk management and bystander intervention.

Jefferson prevention and awareness programs for students begin with primary orientation. Orientation Includes programs on respect, inclusion and appropriate campus culture, includes bystander intervention and decision making, distribution of the student handbook, campus wide Title IX notice and the availability of the Annual Security and Fire Safety Report. All first year students complete EverFi’s Haven Program. Haven is an online program addressing the critical issues of sexual assault, relationship violence, stalking, and sexual harassment. All new students (first year and transfer) are required to take Haven during their first semester on campus. Haven has two parts. Part one is the online informational program which steps students through multiple interactive modules and includes customizable content that points students back to Jefferson’s Title IX resources. Part one occurs in the 4 weeks prior to arriving on campus and has a deadline of the second week of the semester. Part two is a survey that asks students about their experiences during the first six weeks of the semester. Part two occurs 45-60 days after the student completes part one.

All first year students on the East Falls Campus are required to take a First Year Seminar FYS-100. It is a one credit course that meets weekly for 50 minutes. The course is taught by faculty and staff as well as an upperclassman peer mentor. There are 30 sections of the class with up to 20 students in each section. All 30 sections address Title IX in one of the 50 minute classes, either in Week 4 or Week 5 of the semester. Topics covered include introduction to the Jefferson Title IX resources, discussions about consent and bystander intervention, and most often utilization of current media to relay the points (such as showing the “Consent as Tea” video or even the Jefferson “It’s On Us” video).

Each resident's student's first floor meeting includes a review of the Sexual Misconduct Policy. Faculty and Staff receive orientation for new employees which includes information on Title IX, responsible employee's requirements, dating violence, domestic violence, sexual assault and stalking. In addition, employees receive the employee handbook, faculty handbook, in appropriate cases the adjunct faculty handbook and notice regarding the availability of the Annual Security and Fire Safety Report.

Ongoing Prevention and Awareness Campaigns

Jefferson has several educational campaigns open to all students, faculty and staff consisting of the following events throughout the year:

Rape Aggression Defense (RAD for Women) is central components of the self-defense classes held weekly in the Recreation Program from September to April. They not only identify and discuss risk reeducation, prevention, and bystander intervention regarding dating violence, domestic violence, sexual assault and stalking, but they also provide physical training to avoid potential attacks. We provided a program during Welcome Week entitled The "Hook Up," which addressed sexual violence and bystander intervention. We also had the "We are Jefferson" program that provided information on respect and bystander intervention.

Specific programs conducted for Residents students included "Sobriety Circus", "BBQ and Alcohol Awareness", "Mansion Alcohol Seminar", "Ronson Ranger", and "Mario Kart and Beer Goggles". These are alcohol related programs with significant messages as it relates to Domestic Violence, Dating Violence, Sexual Assault and Stalking. Additional programs included: four specific "Consent Workshops" focused on each housing area of campus. These programs obviously delve into what is consent as it relates to sexual assault. A "Rules of the Game" poster campaign was conducted throughout the year.

Bystander Intervention

Research on the causes of sexual violence and evaluation of prevention efforts indicates that bystanders (also referred to as witnesses, defenders, or upstanders) are a key piece of prevention work. "Bystander Intervention" refers to safe and positive options that may be carried out by an individual or group of individuals to prevent harm or intervene when there is a risk that sexual misconduct/violence may occur. Bystander intervention

includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate sexual misconduct or violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Bystander intervention does not only refer to stopping sexual misconduct/violence in progress. It can also mean intervening early – at the first signs that there may be a problem. This may include recognizing and assisting someone who may be targeted for sexual assault or who may appear not to be thinking clearly.

Safety is the paramount concern for all involved in bystander intervention. This means ensuring your own safety as an intervener as well as attempting to maintain the safety of the person and other third parties. Safety is increased when intervention is attempted with a group rather than by an individual, especially if the intervention will involve discussion directly with the offender.

In some cases, it may be possible to intervene without communicating directly with the offender. The following are examples of ways in which a situation may be avoided without direct confrontation:

- Talk to a person to ensure he/she is okay
- Make up an excuse to assist in getting the person away from the potential offender
- Contact the police and seek assistance
- Recommend to a bartender or party host that a person has had too much to drink or is acting inappropriately
- Escorting a friend away from a risky situation

If you feel that it is necessary to communicate directly with the offender, it is very important that you do so only if you believe it is safe for you to intervene in a non-violent way. If you believe it would be safe to do so, it may be appropriate to tell the offender that the behavior is dangerous and does not appear to be welcome, and ask him or her to please stop the behavior.

Risk Reduction

With no intent to victim blame and recognizing that only offenders are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment.

- Make sure you have consent. Consent is a clear and freely given yes, not the absence of a no.

- Remember that people who are incapacitated by alcohol or drugs cannot give consent.
- Communicate your limits. If you are not ready engage in sexual activity then say “no”. Don’t feel obligated to do anything you don’t want to do. “I don’t want to” is always a good enough reason.
- Back up your words with a strong voice and body language.
- Be aware of your surroundings. Being mindful of your location and who else is present may help you avoid an uncomfortable situation.
- Avoid being alone with someone you don’t know or don’t trust.
- Try to avoid isolated or dark areas such as side streets or alleys.
- Try to avoid walking alone at night. Try to keep your cell phone charged and with you, and ensure that you have money for a cab if necessary. Remember that Public Safety is available to provide escorts.
- Listen to your intuition and instincts. If they say something is wrong, it probably is. Try to avoid or get out of the situation.
- Don’t be afraid to make a scene and stand up for yourself.
- Don’t be afraid to call Public Safety or the police.
- Remember, alcohol and drugs can impair your judgment and reactions. Be especially careful when you drink, and when you’re with someone who has been drinking. Watch out for friends who have been drinking.
- Watch your beverage at all times. Date rape drugs are tasteless, colorless, and odorless. Until the effects are well under way, victims don’t know they have ingested drugs.
- When you go out to a party and/or to bars, go with a group of friends and look out for each other.
- If you see someone who could be in trouble, speak up or call Public Safety or the police.

II. Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the university will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- The procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred:

- Information about how the institution will protect the confidentiality of victims and other necessary parties;
- A statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- A statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures; and
- An explanation of the procedures for institutional disciplinary action.

Rights of Victims and the Institution's Responsibilities for Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution

Jefferson complies with Pennsylvania law in recognizing orders of protection, restraining orders, no contact orders or similar no contact orders made by the university. Any person who obtains an order of protection from Pennsylvania or any reciprocal state should provide a copy to Campus Public Safety and the Office of the Title IX Coordinator. A complainant may then meet with Campus Public Safety to develop a Safety Action Plan, which is a plan for campus security and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home, etc.) The University cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).

The University may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the University receives a report that such an institutional no contact order has been violated, the University will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

On and Off Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Jefferson will provide written notification to students and employees about existing assistance with and/or information about

obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement.

Campus/community services are available for immediate and ongoing support to address problems related to Sexual Misconduct. Following are examples of available services, both within the University and in the external community:

On Campus Resources

Center City Campus Resources

1. Public Safety
 - TJU Campus Public Safety Department, 130 South Ninth Street, Edison Building, Suite 1630, Philadelphia, PA 19107, Non-Emergency (215-955-8888) or for **Police/Medical/Fire Emergencies (811 or 215-955-8888)**
2. Title IX Coordinator
 - Zoe Gingold, Title IX Coordinator, 4201 Henry Avenue, Kanbar Center 102, 215-951-6830, (ZoeAnn.Gingold@Jefferson.edu)
3. Thomas Jefferson University Hospital's Emergency Department (215-955-6840) provides emergency medical services. It is located at 132 South 10th Street, Philadelphia, PA.
4. The Student Personal Counseling Center (SPCC) offers a variety of counseling and support services to help students in times of need (215-503-2817). Students can also call 215-955-HELP for counseling, health services, and support group information at Jefferson.
5. University Health Services (UHS) provides medical care for Jefferson students (215-955-6835). It is located at 833 Chestnut Street, Suite 205, Philadelphia, PA.
6. Jefferson's Office of International Affairs (215-503-4335) works with all University departments and individuals to facilitate exchange and to offer assistance with visa and immigration issues. OIA is located at M-70 Jefferson Alumni Hall, 1020 Locust Street, Philadelphia, PA.
7. Thomas Jefferson University's Office of Student Financial Aid (215-955-2867) assists students in securing financial aid and acts as an educational debt management resource for students. It may be able to assist with financial aid

issues stemming from incidents of Sexual Misconduct. The office is located in the Curtis Building, Suite 115, 1015 Walnut Street, Philadelphia, PA.

East Falls Campus and Bucks County Campus Resources

1. Public Safety on the East Falls Campus, 3480 West Schoolhouse Lane, Philadelphia PA 19129, Non-Emergency ((215) 951-5944) and for Emergencies (**2999** or **(215) 951-2999**)
2. Title IX Coordinators
 - o Zoe Gingold, Title IX Coordinator, 4201 Henry Avenue, Kanbar Center 102, (215) 951-6830, (zoeann.gingold@Jefferson.edu)
3. Counseling Services is a confidential resource. It is located on the East Falls Campus at the Kanbar Campus Center, Suite 323, 4201 Henry Avenue, Philadelphia, PA., (215) 951-2868, counselingservices@philau.edu
4. Health Services is a confidential resource. It is located on the East Falls Campus at Scholler Hall, 4201 Henry Avenue, Philadelphia, PA., (215) 951-2986, healthservices@philau.edu
5. Coordinator of Spiritual Programs is located on the East Falls Campus at the Kanbar Campus Center, Suite 320, 4201 Henry Avenue, Philadelphia, PA., (215) 951-6804, spiritualdevelopment@philau.edu
6. Student Life is located on the East Falls Campus at the Kanbar Campus Center, Suite 32, 4201 Henry Avenue, Philadelphia, PA., (215) 951-2740, studentlife@philau.edu

Abington-Willow Grove Campus Resources

1. Public Safety
 - o Non-Emergency ((215) 481-6419) or for Police/Medical/Fire Emergencies (2828 or (215) 481-6419)
2. Title IX Coordinator
 - o Zoe Gingold, Title IX Coordinator, 4201 Henry Avenue, Kanbar Center 102. (215) 951-6830 (zoeann.gingold@jefferson.edu)
3. Emergency Trauma Center (ETC), 1200 Old York Rd. Abington, PA 19001 ((215) 481-2450).
4. Student Counseling Services offer a variety of counseling and support

services to help students in times of need ((215) 481-5564).

5. Student Health Services provides medical care for Jefferson students ((215) 481-2233). Located: 833 Chestnut, suite 205, Philadelphia, PA 19107.

New Jersey (Voorhees) Campus Resources

1. Public Safety
 - o Emergency and Non-Emergency ((856) 532-6999)
2. Title IX Coordinators
 - o Zoe Gingold, Title IX Coordinator, 4201 Henry Avenue, Kanbar Center 102, (215) 951-6830, (zoeann.gingold@Jefferson.edu)
3. Counseling Services is a confidential resource. It is located on the East Falls Campus at the Kanbar Campus Center, Suite 323, 4201 Henry Avenue, Philadelphia, PA., (215) 951-2868, counselingservices@philau.edu
4. Health Services is a confidential resource. It is located on the East Falls Campus at Scholler Hall, 4201 Henry Avenue, Philadelphia, PA., (215) 951-2986, healthservices@philau.edu
5. Coordinator of Spiritual Programs is located on the East Falls Campus at the Kanbar Campus Center, Suite 320, 4201 Henry Avenue, Philadelphia, PA., (215) 951-6804, spiritualdevelopment@philau.edu.
6. Student Life is located on the East Falls Campus at the Kanbar Campus Center, Suite 32, 4201 Henry Avenue, Philadelphia, PA., (215) 951-2740), studentlife@philau.edu

COMMUNITY STANDARDS POLICY

I. Preamble

The University is committed to providing an atmosphere of academic freedom where students can achieve academic success and personal growth. The Community Standards embody this commitment and establish certain guidelines to coordinate the interactions of individuals in order to create a safe environment which promotes the free and open exchange of ideas for all community members. Students are responsible for knowing their rights and

responsibilities stated within the Community Standards.

As members of the University community, individuals have certain rights and responsibilities in addition to the limitations imposed by federal, state, and local laws. In order for our community to thrive, all students and their guests must conduct themselves respectfully, lawfully and responsibly in a manner that preserves the integrity of the learning environment. As befits an institution of higher education, standards of behavior and conduct generally are more demanding than those required of the general public. Students bear responsibility for their own conduct. Students are required to follow a code of behavior consonant with the high standards of professional behavior and the reputation of the University. Standards of professional behavior include honesty, integrity, civility and where possible, assistance to one's colleagues with problems or in distress where appropriate.

By accepting admission and registration, students accept responsibility for compliance with academic regulations, course syllabi, classroom policies as determined by classroom instructor, the Student Handbook, the Community Standards, University Catalog, College Handbooks, departmental or program specific handbooks and websites, and any other policies, manuals, or guidelines pertaining to any specific operation or program within the University. In addition, students shall comply with all rules and regulations duly established within their respective colleges. Additionally, students must abide by all local, state, and federal laws.

When a student fails to abide by these guidelines, the University may investigate and resolve any concerns through the University student conduct system as described in this document.

II. Student Rights

Thomas Jefferson University recognizes its responsibility to support and uphold the basic freedoms and citizenship rights of all students. Within that context, students have the following rights:

A. Academic Freedom

Because intellectual development is best fostered in an atmosphere of active engagement in the educational process, each faculty member should encourage free discussion, free inquiry and free expression

regarding issues within the domain of the instructor's course or program. Students are free to take reasoned exception to the facts or to views offered in any course of study and to reserve judgment about matters of opinion.

B. Student Records

Thomas Jefferson University complies with The Family Education Rights and Privacy Act (FERPA) in its maintenance of student records. Each college's policy statement on FERPA is on file and available in the University Office of the Registrar.

C. Student Organizations

Students are free to organize and join associations that promote their common interests. Organizations that operate in a manner consistent with the University's mission, regulations and policies, including its non-discrimination policies, and meet the requirements below may be recognized by the University. If recognized, such organizations may seek funding from University sources.

D. Freedom of Inquiry and Expression

1. Students and student within organizations may discuss all questions of interest to them; may express their opinions privately and publicly, so long as they make it clear that they speak only for themselves and not for the University or their college; and may support causes so long as these activities do not violate civil law or rules, policies and procedures of Thomas Jefferson University or their college, or adversely affect the operations of the University.

2. The right of free speech and expression does not include activity that may endanger the safety of any member of this University community or damage any of the University community's physical facilities, nor does it include any activity that disrupts or obstructs the functions of the University or threatens such disruption or obstruction. Moreover, modes of expression, including, but not limited to, electronic transmissions that are unlawful or indecent or that are offensive on matters such as race, color, national and ethnic origin, religion, sexual orientation, gender identity, sex, age, disability or veteran status are inconsistent with accepted norms of conduct of the University and are subject to the sanctions described in the section on Actions.

E. Rights of Student in the Community Standards Process

Students have the following rights during the Community Standards Process:

1. To request a meeting in writing by email to the assigned Community Standards Officer in which community standards process and procedures are explained. The University reserves the right to mandate such a meeting.
2. To have a fair and impartial hearing.
3. To be presumed not in violation unless found in violation for any charge(s).
4. To advance notice of at least five business days before a hearing is to be conducted.
5. To be informed of all charges prior to a hearing, and in the event of a board hearing review pertinent incident documentation. Documentation that includes information about other individuals may be redacted. Copies of incident documentation are not released to students.
6. To request witnesses to speak in the student's defense during a hearing panel. The Community Standards Officer may limit witnesses or statements deemed repetitious. Students will be notified of the timeframe required for submitting witness names.
7. To be present at the hearing, except during deliberation. Exceptions may be needed for some witnesses; exceptions will be granted by the Community Standards Officer. A student who does not appear for a hearing is not assumed to be responsible, but the hearing may occur in his or her absence.
8. To have all applicable procedures followed, including the opportunity to invoke any applicable appellate or review procedures.

III. Community Standards

Students enrolled at Thomas Jefferson University are required to follow a code of behavior consonant with the high standards and reputation of the University.

Standards of professional behavior include honesty, integrity, civility and, where possible, assistance to one's colleagues with problems or in distress.

Set forth below is a brief listing of misconduct prohibited by the various standards, policies, and regulations generally governing behavior of community members. This listing is not exhaustive and where appropriate reference is made to where each particular policy can be found in entirety. To the extent that there is any discrepancy between referenced policy documents and the lists below we will defer to the referenced policy documents.

A. Violations of the Academic Integrity Policy

1. Found in the individual college handbooks:
<http://www.jefferson.edu/university/academic-affairs/schools/student-affairs/student-handbooks/college-handbooks.html>

B. Non-academic dishonesty including but not limited to

1. Providing false, misleading, or misrepresented information to any University official or office.
2. Forgery, alteration, or misuse of documents, or instrument of identification pertinent to the student's role at the University

C. Violations of the University Alcohol Policy

1. The possession, consumption or manufacture of alcohol by individuals under the legal drinking age under applicable law or the provision, distribution or sale of alcohol to individuals under the legal drinking age under applicable law, or conduct that violates the alcohol policy.
 - a. <http://www.jefferson.edu/university/academic-affairs/schools/student-affairs/student-handbooks/university-policies/drug-alcohol-policy.html>
 - b. <http://www.jefferson.edu/university/academic-affairs/schools/student-affairs/student-handbooks/university-policies/student-alcohol-policy.html>

2. Additional rules regarding alcohol are set forth in the Office of Residence Life rules and regulations and in rules governing other University programs.
 - a. (LINK to residence life)
 - b. (LINK to student life)

D. Violations of the University Drug Policy

1. The unauthorized or illegal use, possession, manufacture (synthesis or growth), sale, storage, transfer, transportation, or distribution of any controlled substance (including without limitation illegal drugs), or conduct that violates university policy.
 - a. <http://www.jefferson.edu/university/academic-affairs/schools/student-affairs/student-handbooks/university-policies/drug-alcohol-policy.html>
2. Additional rules regarding drug use and possession are set forth in the Office of Residence Life rules and regulations and rules governing other University programs.
 - a. <https://www.jefferson.edu/university/housing.html>
 - b. <https://www.eastfalls.jefferson.edu/reslife/index.html>

E. Harassment

1. Verbal, physical, electronic, or other conduct which denigrates or shows hostility on the basis of membership in a protected class with the purpose or effect of creating a hostile environment or unreasonably interfering with an individual's work or educational opportunities.
2. Sexual Harassment:
<http://www.jefferson.edu/university/academic-affairs/schools/student-affairs/sexual-misconduct/Policy.html>
3. Violation of the University's policy on the use of electronic and other recording devices
4. Active discrimination based on any characteristic protected by law including but not limited to race, color, sex, age, religion, national

- origin, marital status, sexual orientation, disability, veteran status, or any other protected status.
5. Retaliation against an individual who has made a good faith complaint
- F.** Abuse of, assault and/or battery upon, or threat of force or violence against any member of the University community.
1. Physical abuse or assault or placing another in reasonable apprehension thereof;
 2. Expressed or implied threats and/or intimidation including bullying
 3. Verbal Abuse: use of language to undermine an individual's dignity and security through insults and/or humiliation in an persistent or pervasive manner
- G.** Violations of the Sexual Misconduct Policy
1. <http://www.jefferson.edu/university/academic-affairs/schools/student-affairs/sexual-misconduct/Policy.html>
- H.** Actual or attempted unauthorized possession or misappropriation of any property of the University, a member of the University community, or other personal, public, or intellectual property, either on or off campus.
- I.** Abuse, malicious misuse, damage, destruction, or vandalism to public property, private property, University property, or property permanently or temporarily located on campus.
- J.** Unauthorized entry into, use of, occupation of, or obstruction of any University facilities (including computing networks), buildings, structures or part thereof at any time anywhere on any Jefferson property.
- K.** Intentional obstruction or disruption of teaching, research, administration, disciplinary procedures, other University activities or other activities authorized to take place on University property or creation of an unreasonable risk of harm to any member of the

University community (including on premises owned or controlled by the enterprise or premises on which students pursue activities in their roles as students of the University).

- L. Disorderly conduct, including acts which breach the peace and/or are lewd, indecent, or obscene.

- M. Failure to comply with the reasonable directions of University, local, state, or federal officials performing official duties including, but not limited to:
 - 1. Falsification of or failure to provide personal identification when requested by an authorized official or faculty member of the University
 - 2. Failure to complete assigned conduct sanctions
 - 3. Failure to vacate any premises when requested

- N. Violations of the Weapons policy
 - 1. Possession of weapons on campus including, but not limited to, firearms of any kind, numchucks, klackers, kung fu sticks (or any other similar weapon consisting of two sticks of wood, plastic, or metal connected at one end by a length of rope, chain, wire or leather), shuriken (or any other similar pointed star-like objects intended to injure a person when thrown), knives (other than eating utensils), cap guns, air guns, ammunition and explosives (or explosive chemicals), among other dangerous weapons or substances.
 - 2. Weapons Policy: <http://www.jefferson.edu/university/academic-affairs/schools/student-affairs/student-handbooks/university-policies/weapons-policy.html>

- O. Being complicit in any act which violates the community standards.

- P. Violations of any other duly established rules, regulations or policies of the University including but not limited to:

1. University, College, and departmental/program policies
 2. All rules governing University facilities, programs or services including but not limited to:
 - a. Academic Policies
 - b. Financial Policies
 - c. Housing and Residence Life Policies and procedures
 - d. Student Life and Engagement policies and procedures
- Q.** Violations of statutes, laws, ordinances and/or regulations locally, state, federal and/or any other jurisdictions in which the University resides.
- R.** Failure to safeguard confidential information including but not limited to:
1. Sharing of computer ID or password.
 2. Accessing medical records computer based or otherwise for purposes unrelated to personal responsibility for patient care.
 3. Accessing or sharing confidential information of another student.
 4. Violation of the HIPAA Privacy Policy (#122.0)
- S.** When a student fails to abide by these guidelines, the University will investigate and resolve any concerns through the University student conduct system as described below.

IV. Organization of the Conduct System

A. Filing a Complaint

Any individual (“Complainant”) wishing to initiate a formal complaint against a Thomas Jefferson University student (“Respondent”) should refer to the chart below for reporting information.

College(s)	Complaint	Contact Person
Jefferson Colleges of Nursing, Health Professions, Pharmacy, Population Health, Rehabilitation Sciences or Life Sciences	Community Standards Violation	Office of Student Affairs, (215) 503-6335
	Sexual Misconduct Policy Violation	Deputy Title IX Coordinator, Center City: Nannette Vliet, Associate Dean, (215) 503-7941
	Academic Integrity Violation	College Dean or Office of Student Affairs, (215) 503-6335
College of Architecture & The Build Environment, Kanbar College of Design, Engineering & Commerce, College of Humanities & Sciences, School of Continuing & Professional Studies	Community Standards Violation	Dean of Students Office, (215) 951-2805
	Sexual Misconduct Policy Violation	Title IX Coordinator: Zoe Gingold, (215) 951-2733
	Academic Integrity Violation	College Dean or Provost
Sidney Kimmel Medical College	Community Standards Violation	Office of Student Affairs and Career Counseling, (215) 503-6988

	Sexual Misconduct Policy Violation	Deputy Title IX Coordinator, Center City: Katherine Traves, Associate Dean, Sidney Kimmel Medical College, (215) 503-6988
	Academic Integrity Violation	Office of Student Affairs and Career Counseling, (215) 503-6988

While prompt reporting may aid an investigation, there is no time limit imposed as to when a formal complaint may be initiated against a current student, provided he/she was a Thomas Jefferson University student at the time of the alleged incident. Any passage of time may decrease the efficacy of an investigation.

The Dean of Students Office, Provost’s Office, or the designee of either office reserves the right to pursue disciplinary action on behalf of the University and serve as the Complainant and to initiate or pursue an action.

In addition to the above general guidelines for filing a complaint within the University, procedures specific to reporting mechanisms and the resolution of allegations of sexual misconduct are described in the Student Sexual Misconduct Policy.

B. Disciplinary Actions

1. **Written Warning or Reprimand:** A written notice to the student that he or she is violating or has violated The Community Standards, and that such conduct will not be tolerated within the University community.
2. **Educational Activity:** An educational sanction is a required activity that is intended to engage the student in a positive learning experience related to the student’s inappropriate behavior. An educational sanction may include, but is not limited to: (1) writing

a reflection paper (2) performing community service on and/or off campus; (3) attending programs or workshops at the student's own expense; (4) drug or alcohol counseling.

3. **Loss of Privileges:** Denial or restriction of specified privileges or use of specified facilities for a designated period of time.
4. **Fines and/or Restitution:** Compensation for loss, damage or injury through the payment of money or through appropriate work requirement related to the offense.
5. **Referral to Community Standards Board:** If a Community Standards Officer feels a violation needs further review or suspension or expulsion might be an appropriate sanction the case will be referred to the Community Standards Board.
6. **Report to the College or School in which the student resides for appropriate disciplinary action.**
7. **Disciplinary Hold:** Restricts a student's ability to conduct the following nonexclusive list of activities: register for classes, drop or add classes, receive a diploma, participate in experiential learning (clinical, internships, etc.), and have access to grades. Disciplinary hold will be used if a student receives sanctions based on a finding that he/she was in violation of a University policy but has not completed the sanctions.
8. **Parental Notification:** The University may notify parents/guardians if a student under the age of 21 is found responsible for an alcohol and/or illegal drug violation. The purpose of this practice is to both keep parents informed and to help provide students additional assistance as they cope with the consequences of their actions. The parental notification recommends to parents that if they haven't, to have a conversation with their student about the events that have precipitated this incident.
9. **Housing Actions**

- a. Room/building reassignment: Immediate relocation of the student to another campus residence.
 - b. Termination of the Housing Agreement; removal from campus residence halls and/or restriction from access to campus housing.
 - c. Restriction of access to housing or loss of privileges in housing

10. Probation: Probation is for a designated period of time and includes the probability of more severe judicial sanctions if the student is found to be in violation of The Community Standards during a probationary period. Some University programs and activities consider a student's probationary status when determining their eligibility for participating in the program/activity (for example study abroad, or varsity athletic competition).

11. Interim Suspension: Where it is determined that a student's presence on campus should not be allowed to continue during the pendency of a Community Standards proceeding or other inquiry into the student's conduct, an interim suspension may be imposed. A student who is subject to an interim suspension pursuant to this policy must immediately leave University property until the completion of the Community Standards proceeding or other inquiry or until such time as University Administration determines that the student may return. During this time, the student may not attend classes, clinical or experiential education, or other University events. Students living in University owned or operated housing must vacate their room and turn in all keys and University identification cards. For additional information please see IV:C below.

12. Suspension: Removal from classes and other privileges or activities as a student for a designated period of time. A suspended student must turn in campus photo ID, University keys, and all other University property at the time the suspension goes into effect. Students on suspension lose all privileges of enrolled students and there may be financial repercussions when removed from the

institution. The University may specify conditions prior to reinstatement.

13. **Expulsion:** Permanent removal from classes and other privileges or activities as a student. Expelled students must turn in their campus photo ID, University keys, and all other University property at the time expulsion goes into effect and are no longer part of University.

C. Interim Suspension

The University may impose an interim suspension in order to ensure the safety and well-being of members of the University community, to protect University property, to prevent disruption of University operations, or for other good reason.

Examples of conduct which may result in an interim suspension include, but are not limited to, the following:

1. **Violations of the University Policy related to health, safety or welfare of the University or any of its community members**
2. **Unlawful possession, sale, distribution or trade of illegal or prescription drugs.**
3. **Distribution, sale or trade of alcoholic beverages on University property to underage members of the community.**
4. **Active discrimination or harassment against another individual under circumstances that in the University's discretion warrants an interim suspension.**
5. **Physical abuse or assault.**
6. **Obstruction or disruption of teaching, research, administration, disciplinary procedures, or other activities authorized to take place on University property.**
7. **Disorderly conduct, including without limitation acts which breach the peace and/or are lewd, indecent, or obscene.**
8. **Where a student is arrested and/or charged with violation of State or Federal laws.**

Upon initiating an interim suspension, the University will notify the

student in writing of the suspension including the reason for interim suspension and the student's right to have the suspension reviewed.

A student may request to have the interim suspension reviewed by submitting an appeal in writing within five (5) business days of the imposition of the suspension. The appeal should be submitted to Office of the Vice Provost of Student Affairs or Dean of Students office. The interim suspension will remain in effect for the duration of the appeal. If requested, the student may, in the University's discretion, be granted the opportunity to appear personally before Vice Provost or Dean of Students within three (3) business days of submitting the appeal to review the interim suspension. The student is permitted to have a non-speaking support person of their choice attend the review. The purpose of the review is to determine whether the interim suspension was improvidently imposed, and only facts and issues related to the decision to impose the interim suspension may be addressed.

As a result of the review, the Dean or Vice Provost may

1. Uphold the interim suspension;
2. Revoke the suspension; or
3. Amend the suspension (e.g., permit the student to attend classes but otherwise remain off campus).

The Community Standards process is the final decision on the student's future status at the University.

D. Community Standards Officers and Administrative Hearings

The Community Standards are implemented by a system composed of several officials at the institution called Community Standards Officers and the Community Standards Board. The following members of the university community are Community Standards Officers:

1. Vice Provost, Student Affairs
2. Associate Provost, Student Affairs
3. Dean of Students
4. Associate Dean of Students

5. College Deans
6. College Associate Deans
7. Housing and Residence Life Directors
8. Housing Assistant Directors
9. Area Coordinators
10. Residence Coordinators
11. Other Student Affairs Staff Members as designated by the Offices of the Provost or Dean of Students

When a report of the violation of the Community Standards is received the University will determine if the violation is referred to an administrative hearing or the Community Standards Board. An administrative hearing involves a meeting between the Community Standards Officer, or a committee assigned by the Community Standards Officer, and the student charged with a violation of the Community Standards (respondent). While there may be disciplinary actions imposed following an administrative hearing the purpose is to be educational, corrective, and developmental. Administrative hearings will not be utilized in cases where the student could be suspended or expelled from the institution. In those situations the case will be referred to the Community Standards Board.

To begin the administrative hearing process the Community Standards Officer will meet with the respondent. The respondent will then have the opportunity to present their side of the situation and either take responsibility or not take responsibility for the alleged violation. If necessary, the Community Standards Officer may conduct an investigation and meet with the reporter of the violation, witnesses and others involved and obtain and review relevant information. The Community Standards Officer will determine whether the respondent is responsible for the alleged Community Standards violation, and, if so, issue appropriate actions. If the respondent is not satisfied with the outcome of an administrative hearing he/she has the ability to appeal the decision. See section IV:F:6 for information about the appeal process.

E. Board and Hearing Panels

1. Community Standards Board

The Community Standards Board hears non-sexual misconduct cases involving alleged violations of the Community Standards.² The board is made up of faculty, administration, and students from the institution.

When a Community Standards case needs to be heard a hearing panel will be compiled. Panels are comprised of, at minimum, three administrative/faculty Community Standards Board members and two student Community Standards Board members. During summer session or semester breaks, any three Community Standards Board members may hear a case.

2. Additional participants in the Hearing Panel Process

a. Community Standards Officer

A Community Standards Officer acting as a hearing moderator will be present at a hearing to control the hearing and ensure the hearing follows procedural guidelines.

b. University Resource Person

A university resource person is generally a Community Standards Board member who can assist a student charged with misconduct in responding to the allegation. Any other current member of the University community can also act as a resource person if he/she agrees to act in that capacity. A resource person should not speak for the student but can attend a hearing, assist the student in developing and presenting a response to the charges, and act as a general support for the student.

² Sexual misconduct matters will be heard by a decision-maker following the procedures set forth in the Sexual Misconduct Policy.

c. Support Person

A student can choose to bring a person to the hearing to support them through the process. The support person must be willing to assist and advise the student during the hearing but may not speak on behalf of the student. The support person may be any individual of the accused student's choosing, as long as he or she is not also a hearing witness. Students may choose to bring an attorney as their support person.

F. Panel Hearing Process

1. Investigation

Where appropriate, the University shall investigate allegations of misconduct. Such investigations may be performed by appropriate administration authorities including, but not limited to, Student Affairs, Security, college based committees, and the respective college deans or their designees. Investigations will occur in the event of violation of the Student Sexual Misconduct policy at the discretion of the Title IX Coordinator.

Investigations may include interviews of the complainant, the respondent and any material witness presented by either party and/or the review of any material evidence. Both parties will have the opportunity to present witnesses and other evidence during the process.

The University may conduct other forms of investigation as needed before the matter is referred for a hearing. In the event of an Administrative Hearing a full investigation may not be required.

2. Evidence

For hearings, parties will be allowed to present witnesses and other evidence at the hearing so long as such witnesses or evidence were presented during the investigation. All evidence and witness names must be submitted three business days prior to the hearing. All

evidence will be available for review by all parties two business days prior to the scheduled hearing and will be available to all participants during the hearing. The respondent will be asked to present a statement during the hearing regarding responsibility for alleged violation. Newly discovered evidence will be allowed only at the discretion of the Community Standards Officer.³ Parties are not be allowed to directly question or cross-examine witnesses but may submit questions to the Hearing Panel for its consideration. References to prior incidents or prior behavior of any party will not normally be permitted unless probative and material to the matter at hand in the opinion of the Community Standards Officer.

3. Hearing Protocols

- a.** All hearings shall be conducted in private and are confidential. Participants may not disclose any part of the proceedings outside the hearing. Hearings are limited to the Community Standards Officer, respondent, complainant, University Resource Person, a support person, approved witnesses and the hearing panel members. A representative from the University's Office of Legal Affairs may also be present at the University's discretion.
- b.** In hearings involving more than one respondent, the Community Standards Officer determines whether the hearings will be held jointly or separately.
- c.** All procedural questions are subject to the final decision of the Community Standards Officer. Technical rules of evidence associated with criminal and civil courts are not applicable to University community standards hearings.

³ In sexual misconduct matters, the decision-maker shall have the authority to make evidentiary decisions.

- d. Hearings will be conducted in a timely manner, as determined by the Community Standards Officer appointed by the Dean of Students or Provost's Office.
- e. At least five days' notice of a hearing will be provided to the parties. Postponements or other changes to the hearing schedule will only be considered in the case of an emergency.
- f. All Panel Hearings will provide opportunities to present statements as well as opportunities for questioning facilitated through the Community Standards Officer.

4. Determination of Responsibility

After all parties have participated, the respondent and complainant will be asked to make closing statements. All persons will then be dismissed, and the hearing panel will deliberate in closed session to determine whether the respondent is responsible for violation of The Community Standard in question.

In the case of a finding of responsible, the hearing panel will assign the appropriate sanctions. If the respondent has prior violations of the Community Standards, they will be introduced in the consideration of appropriate sanctions.⁴

Decisions made by a hearing panel shall be final, pending the appeal process delineated below. Following the hearing, the respondent and the complainant will be informed of the decision of the hearing and of the sanctions imposed in writing through their University email account. It is very important that the respondent check their University email account daily throughout the hearing process. In sexual misconduct cases, the complainant will also receive written notice of the outcome of the proceeding.

⁴ For sexual misconduct matters, please refer to the Student Sexual Misconduct Policy.

5. Standard of Proof

The decision of the judicial hearing board shall be made on the basis of the preponderance of evidence; that is, whether it is more likely than not that the respondent committed the violation.

6. Appeals

A decision reached by a Community Standards Officer in an administrative hearing or by a hearing panel may be appealed by the respondent(s) or the complainant(s).⁵ A request for an appeal must be submitted in writing to the Community Standards Officer within two business days of the decision being delivered in the University email account. The Community Standards Officer will direct the appeal to the appropriate appellate officer.

Appeals must be submitted in writing and be based on at least one of the following criteria:

- a. Violation of the University's hearing procedures.
- b. Misinterpretation of the policies alleged to be violated.
- c. New evidence not reasonably available at the time of the hearing.
- d. Decision not supported by a preponderance of evidence

Appeals are heard as follows:

- a. Appeal of a decision of Administrative Hearing or a hearing panel: Provost Office or Dean of Students / Designee.
- b. Appeals of academic integrity violations:
 - i. East Falls Campus: The Dean of the School in which the violation occurred.
 - ii. Center City Campus: Provost Office or Designee

⁵ For sexual misconduct matters, please refer to the Student Sexual Misconduct Policy.

Upon receipt of the appeal, the appellate officer may take the following action:

- a. Deny the appeal for lack of sufficient reason for appeal.
- b. Agree to re-hear the case.
- c. Investigate and amend the decision and/or the sanction.

Each alleged offender shall have the right to a final appeal to the Provost of Thomas Jefferson University within five (5) business days of the rendering of an appeal decision. The Provost will only consider appeals that meet the criteria listed below. Upon such appeal, the Provost may:

- a. affirm the decision,
- b. require the Hearing Panel to reconsider the decision or rehear the case,
- c. reduce the severity of the penalty.

All decisions of the Provost are final. In reaching his or her decision, the Provost may discuss the case with any witness, the alleged offender or any participant in the process.

Review of all hearing transcripts or supporting materials will be available to the appellate officer upon request.

SEX OFFENDER REGISTRY

The identity of registered sexual offenders residing in the vicinity of Jefferson locations in Pennsylvania may be found at www.meganslaw.state.pa.us. Similar information for locations in New Jersey may be found at <https://www.njsp.org/sex-offender-registry/>.

CRIME STATISTICS

Jefferson Public Safety is responsible for preparing the annual disclosure of crime statistics. We obtain statistics from the Philadelphia Police for the Center City and East Falls Campuses and Non-Campus Properties. We also obtain statistics from the Abington Township, Upper Moreland Township, and Bensalem Township Police for our Abington and Bucks County Campuses. We

have been in contact with the Galloway Township. Police and Warren County Sheriff's Department for our now closed Atlantic City Campus. Additionally, on Campus sources for statistical requests/information in preparation for the Annual Security Report are made from the Department of Public Safety, Residence Life/Student Conduct, the Title IX Coordinator, Human Resources and Athletics.

DEFINITIONS OF CRIMES REPORTABLE UNDER THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT, AS AMENDED BY THE HIGHER EDUCATION OPPORTUNITY ACT AND THE VIOLENCE AGAINST WOMEN ACT

Criminal homicide

Murder: The willful (non-negligent) killing of one human being by another.

Manslaughter

Non-negligent Manslaughter [Murder]: the willful (non-negligent) killing of one human being by another.

Manslaughter by Negligence [Criminal Homicide]: the killing of another person through gross negligence.

Sex offenses

Rape: is the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration of a sex organ of another person, without the consent of the victim.

Fondling: is the touching of the private body parts of another for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.

Incest: is Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory rape: Sexual intercourse with a person who is under the statutory age

of consent.

In Pennsylvania, it is illegal for an adult (someone 18 or older) to have sex with a minor (someone younger than 16), even if the sex is consensual.

Robbery

The taking or attempting to take anything from the care, custody, or control of a person or persons by force, or threat of force, or violence and/or by putting the victim in fear.

Aggravated Assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of attack is usually assault accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury results from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed).

Burglary

The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle. (Classify as a motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding).

Arson

Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Domestic Violence

A pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or

threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim is dating violence. The existence of such a relationship shall be determined based on a consideration of the length of the relationship; the type of relationship and the frequency of interaction between the persons involved in the relationship.

Stalking

A pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear.

Hate Crimes

Includes all of the crimes listed above, where the law requires the release of statistics by category of prejudice where the victim was intentionally selected because of the perpetrator's bias against the victim based on one of the Categories of Prejudice listed below, plus the following crimes.

- Larceny Theft: The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another.
- Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- Destruction/Damage/Vandalism of Property: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
- Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggrieved bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Categories of Prejudice under Hate Crimes are as follows:

- Race – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind.
- Gender – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
- Religion – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
- Sexual Orientation – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.
- Ethnicity/national origin – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions.
- Disability – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.
- Gender Identity – A preformed negative opinion or attitude toward a group of persons because the perceived gender of those persons may be different from the gender traditionally associated with their gender at birth.

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Liquor Law Violations: The violation of laws or ordinances prohibiting: the

manufacture, sale, transportation, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Public Drunkenness and Driving Under the Influence are not included in this definition).

CENTER CITY - CAMPUS CRIME REPORT

January 01, 2018 through December 31, 2018

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	1	1	0	0
Incest	0	0	0	0	0
Rape	0	0	0	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	2
AGGRAVATED ASSAULT	0	5	5	0	0
BURGLARY	0	1	1	0	0
MOTOR VEHICLE THEFT	0	1	1	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	1	1	0	0
JUDICIAL REFERRALS					

Liquor Law Violations	2	0	2	0	0
Drug Law Violations	1	0	1	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					
Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

CENTER CITY - CAMPUS CRIME REPORT

January 01, 2017 through December 31, 2017

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	1	1	0	1
Incest	0	0	0	0	0
Rape	0	0	0	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	1	1	0	1
AGGRAVATED ASSAULT	1	0	1	0	2
BURGLARY	0	1	1	0	0
MOTOR VEHICLE THEFT	0	1	1	0	0
ARSON	0	0	0	0	1
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0

JUDICIAL REFERRALS

Liquor Law Violations	0	0	0	0	0
Drug Law Violations	3	0	3	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0

VAWA CRIMES

Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

CENTER CITY - CAMPUS CRIME REPORT

January 01, 2016 through December 31, 2016

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	0	1
Incest	0	0	0	0	0
Rape	0	0	0	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	2
AGGRAVATED ASSAULT	0	1	1	0	1
BURGLARY	0	3	3	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS	0	0	0	0	0

Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					
Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

CENTER CITY - CAMPUS CRIME REPORT

CENTER CITY	2018 CY	2017 CY	2016 CY
Criminal Homicide	0	0	0
Forcible Rape	0	0	0
Robbery	2	2	6
Aggravated Assault	5	3	2
Simple Assault	5	4	5
Burglary	1	1	5
Theft	85	81	61
Motor Vehicle Theft	1	1	0
Attempted MV Theft	0	0	0
Arson	0	1	0
Total Part 1	99	93	79
Forgery/Counterfeiting	0	0	0
Fraud	0	1	1
Embezzlement	0	0	0
Stolen Property (Buying, Receiving, Possessing)	0	0	0
Vandalism	4	4	3
Weapons Offense	0	0	0
Prostitution and Commercialized Vice	0	0	0
Sex Offenses (except Rape and Prostitution)	1	2	0
Drug Abuse Violations	0	0	0
Gambling	0	0	0
Offenses Against Family	0	0	0
Driving Under Influence	0	0	0
Liquor Laws	0	0	0
Drunkenness (except Liquor Violation Laws)	0	0	0
Disorderly Conduct	4	2	2
Vagrancy	0	0	0
All Other Offenses*	10	2	4
Total Part 2	2	11	10

Grand Totals

*All other offenses include harassment, harassment by communication, threats, unlawful restraint, loitering and prowling and trespass.

EAST FALLS - CAMPUS CRIME REPORT

January 01, 2018 through December 31, 2018

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Rape	1	0	1	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	1
AGGRAVATED ASSAULT	0	0	0	1	0
BURGLARY	1	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	1
Drug Law Violations	1	0	1	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	58	5	63	0	0
Drug Law Violations	20	0	20	0	0
Illegal Weapons Possession	1	0	1	0	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					
Dating Violence	1	0	1	0	0

Domestic Violence	0	0	0	1	1
Stalking	1	0	1	0	0

EAST FALLS - CAMPUS CRIME REPORT

January 01, 2017 through December 31, 2017

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	1	0	1	0	0
Incest	0	0	0	0	0
Rape	1	0	1	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	1
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	1	0	1	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	1
Drug Law Violations	0	0	0	8	0
Illegal Weapons Possession	0	0	0	2	0
JUDICIAL REFERRALS					
Liquor Law Violations	25	3	28	0	0
Drug Law Violations	21	1	22	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					
Dating Violence	2	0	2	1	0

Domestic Violence	0	0	0	0	1
Stalking	1	0	1	0	0

EAST FALLS - CAMPUS CRIME REPORT

January 01, 2016 through December 31, 2016

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Rape	1	0	1	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	2
AGGRAVATED ASSAULT	0	0	1	0	0
BURGLARY	1	0	1	2	0
MOTOR VEHICLE THEFT	0	0	1	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	106	0	106	0	0
Drug Law Violations	37	0	37	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	1	0	0
VAWA CRIMES					
Dating Violence	1	0	1	1	0

Domestic Violence	0	0	0	4	0
Stalking	0	0	3	0	0

THE PENNSYLVANIA UNIFORM CRIME REPORTING ACT

EAST FALLS	2017 CY	2017 CY	2016 CY
Criminal Homicide	0	0	0
Forcible Rape	0	1	1
Robbery	0	1	2
Aggravated Assault	0	0	0
Simple Assault	1	0	7
Burglary	1	1	1
Theft	30	30	25
Motor Vehicle Theft	0	0	1
Attempted MV Theft	0	0	0
Arson	0	0	0
Total Part 1	32	33	37
Forgery/Counterfeiting	0	0	1
Fraud	1	0	0
Embezzlement	0	0	3
Stolen Property (Buying, Receiving, Possessing)	0	0	0
Vandalism	2	0	9
Weapons Offense	1	0	0
Prostitution and Commercialized Vice	0	0	0
Sex Offenses (except Rape and Prostitution)	1	0	1
Drug Abuse Violations	20	22	27
Gambling	0	0	0
Offenses Against Family	0	0	0
Driving Under Influence	0	0	0
Liquor Laws	63	28	106
Drunkenness (except Liquor Violation Laws)	3	0	0
Disorderly Conduct	7	12	12
Vagrancy	0	0	0
All Other Offenses*	3	0	3
Total Part 2	101	62	162
Grand Totals	133	95	199

ABINGTON-WILLOW GROVE - CAMPUS CRIME

January 01, 2018 through December 31, 2018

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Rape	0	0	0	1	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	1	0
2AGGRAVATED ASSAULT	0	0	0	0	
BURGLARY	0	0	0	1	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	1	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					

Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	1	0
Stalking	0	0	0	0	0

ABINGTON-WILLOW GROVE - CAMPUS CRIME

January 01, 2017 through December 31, 2017

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	1	1	0	0
Incest	0	0	0	0	0
Rape	0	0	0	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	2
2AGGRAVATED ASSAULT	0	0	0	0	2
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					

Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

ABINGTON-WILLOW GROVE - CAMPUS CRIME

January 01, 2016 through December 31, 2016

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Rape	0	0	0	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	1
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	3
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					

Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

BUCKS COUNTY - CAMPUS CRIME REPORT

January 01, 2018 through December 31, 2018

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Rape	0	0	0	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	1	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					
Dating Violence	0	0	0	0	0

Domestic Violence	0	0	0	1	0
Stalking	0	0	0	0	0

BUCKS COUNTY - CAMPUS CRIME REPORT

January 01, 2017 through December 31, 2017

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Rape	0	0	0	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					
Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0

Stalking

0

0

0

0

0

BUCKS COUNTY - CAMPUS CRIME REPORT

January 01, 2016 through December 31, 2016

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Rape	0	0	0	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					
Dating Violence	0	0	0	0	0

Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

THE PENNSYLVANIA UNIFORM CRIME REPORTING ACT

BUCKS COUNTY	2018 CY	2017 CY	2016 CY
Criminal Homicide	0	0	0
Forcible Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	1	0	0
Simple Assault	0	0	0
Burglary	0	0	0
Theft	0	0	0
Motor Vehicle Theft	0	0	0
Attempted MV Theft	0	0	0
Arson	0	0	0
Total Part 1	1	0	0
Forgery/Counterfeiting	0	0	0
Fraud	0	0	0
Embezzlement	0	0	0
Stolen Property (Buying, Receiving, Possessing)	0	0	0
Vandalism	0	0	0
Weapons Offense	0	0	0
Prostitution and Commercialized Vice	0	0	0
Sex Offenses (except Rape and Prostitution)	0	0	0
Drug Abuse Violations	0	0	0
Gambling	0	0	0
Offenses Against Family	0	0	0
Driving Under Influence	0	0	0
Liquor Laws	0	0	0
Drunkenness (except Liquor Violation Laws)	0	0	0
Disorderly Conduct	0	0	0
Vagrancy	0	0	0
All Other Offenses*	1	0	0
Total Part 2	1	0	0
Grand Totals	2	0	0

ATLANTIC CITY - CAMPUS CRIME REPORT

January 01, 2018 through December 31, 2018⁶

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	1	0
Incest	0	0	0	0	0
Rape	0	0	0	1	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	12	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0

⁶ The Atlantic City Campus was closed in 2019 and relocated to Voorhees Township, New Jersey.

VAWA CRIMES

Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	1	0
Stalking	0	0	0	1	0

ATLANTIC CITY - CAMPUS CRIME REPORT

January 01, 2017 through December 31, 2017

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Rape	0	0	0	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	12	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					

Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

ATLANTIC CITY - CAMPUS CRIME REPORT

January 01, 2016 through December 31, 2016

CRIME CLASSIFICATION	ON-CAMPUS		ON-CAMPUS TOTALS	NON CAMPUS	PUBLIC PROPE RTY
	Student Housing	Other			
CRIMINAL HOMICIDE					
Murder/Non-Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
SEX OFFENSES					
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Rape	0	0	0	0	0
Statutory Rape	0	0	0	0	0
ROBBERY	0	0	0	0	1
AGGRAVATED ASSAULT	0	0	0	1	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
ARRESTS					
Liquor Law Violation	0	0	0	0	0
Drug Law Violations	0	0	0	4	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	0	0	0	0	0
Drug Law Violations	0	0	0	0	0
Illegal Weapons Possession	0	0	0	1	0
HATE CRIMES	0	0	0	0	0
VAWA CRIMES					
Dating Violence	0	0	0	0	0

Domestic Violence	0	0	0	2	0
Stalking	0	0	0	0	0

Annual Student Housing Fire Report

THE HIGHER EDUCATION OPPORTUNITY ACT

The Higher Education Opportunity Act, signed on August 14, 2008, requires institutions of higher education to prepare and report annual fire safety information on student housing. The content of this report as mandated by the Act shall include the following:

- Description of each on-campus housing facility fire safety system;
- Written policies regarding the fire safety education and the training programs provided to students, faculty, and staff;
- Written procedures in the event of an evacuation;
- The number of regular mandatory supervised fire drills;
- The number of fire incidents and the cause of each fire;
- The number of injuries related to the fire that resulted in treatment at a medical facility;
- The number of deaths related to a fire;
- The value of property damage caused by a fire;
- Written policies or rules related to the use of portable electrical appliances, smoking, and open flames, and
- A plan for future improvements in fire safety, if determined to be necessary by the University.

DESCRIPTION OF FACILITY FIRE SAFETY SYSTEMS

Center City Campus

Jefferson University has three on-campus student residence buildings: Barringer, Orlowitz and Martin. All buildings are fully (100%) equipped with fire suppression. The Barringer and Orlowitz buildings have the SIEMAN Model MXL as the monitoring fire alarm system. The Martin Building is monitored by a SIMPLEX- 4100U Fire Alarm System. All three buildings are monitored 24/7 with all systems being communicated to the Security Response Center (SRC). Each building is equipped with portable firefighting equipment (fire extinguishers) throughout each floor and smoke detectors throughout the student living areas.

East Falls Campus

Jefferson University has seven on-campus student residence buildings on the East Falls Campus: Fortress Hall, Independence Plaza (IP is made up of the following three buildings Franklin, Jefferson and Madison), Mott Hall,

Partridge Hall, and Ronson Hall and Scholler Hall. Fortess Hall has a central pull station and smoke detection alarm system in place, a 110 volt smoke detection in each bedroom and is monitored by a SIMPLEX-4002 Fire Alarm System. IP is fully (100%) equipped with fire suppression, a central pull station and smoke detection alarm system in place, 110 volt smoke detection in each bedroom, 110 volt common area smoke detection in each apartment, fire extinguishers in each apartment and is monitored by (3) SIMPLEX - 4004/4005 Fire Alarm Systems. Mott Hall is fully (100%) equipped with fire suppression, a central pull station and smoke detection alarm system in place, 110 volt smoke detection in each bedroom and is monitored by a SIMPLEX -4001U Fire Alarm System. Partridge Hall is fully (100%) equipped with fire suppression, a central pull station and smoke detection alarm system in place, 110 volt smoke detection in each bedroom, hose standpipes and is monitored by a SIMPLEX -4004/4005 Fire Alarm System. Ronson Hall is partially equipped with fire suppression because it has a sprinkler system present in common area stairwells and foyers, central pull station and smoke detection alarm system in place, 110 volt smoke detection in each bedroom, hose standpipes and is monitored by SIMPLEX -4002 Fire Alarm System. Scholler Hall has a central pull station and smoke detection alarm system in place, a 110 volt smoke detection in each bedroom and is monitored by a SIMPLEX Prog-4010 Fire Alarm System. The Townhouses have a central pull station in place, 110 volt common area smoke detection in each apartment and fire extinguishers in each townhouse. All residence halls are checked monthly by the Department of Public Safety, have fire extinguishers in common areas, have their detection systems certified annually by an independent service and conduct fire drills four times a year.

FIRE SAFETY EDUCATION AND EVACUATION POLICY/PROCEDURE

Center City Campus

Jefferson students receive fire safety and emergency response instructions upon arrival on campus. In October of each year (Fire Safety Month), the Department of Housing and Residence Life (DHRL) in collaboration with the Office of the Fire Marshal promotes fire safety and safety procedures by distributing to all students a “Fire Safety Packet” with fire safety information and conducting hands on fire extinguisher training. Faculty and staff receive fire safety instruction upon hiring (orientation) and annually as part of the employee mandatory safety training, which is an online course. Students, faculty and staff receive training on evacuation procedures prior to supervised fire drills.

During scheduled housing meetings, students have an opportunity to discuss evacuation procedures, fire safety or any safety concerns with the University Fire Marshal. Each hallway is equipped with an evacuation map located on the back of the door, directing the student to the safest and quickest exit routes from the student room, should a “Code Red” condition occur. Student Resident Assistants (RA) are assigned to each building. Students are instructed to contact the Public Safety Department at **215-955-8888** if they discover a fire, smell smoke, discover any other hazardous emergency

condition in any of the buildings, or to report a fire for statistical collection and reporting purposes. A student Resident Assistant (RA) is assigned to each floor. An internal Emergency Response Team, composed of representatives from the Environmental Health and Safety Department and the Public Safety Department, are dispatched to all fire-related calls while the local fire department is being summoned by the Security Response Center.

East Falls Campus

Fire safety and education is provided to all first year students as part of their orientation on campus. Building specific information on fire safety and evacuation is provided in the first Residence Hall meeting for student housing. Faculty and staff receive fire safety information in the Employee Handbook and all hazard approach to safety issues such as evacuation in orientation programs. Additional fire safety education and training is offered based on activities, responsibility and assignments of students, faculty and staff on campus.

Fire alarms alert community members of potential hazards and community members are required to heed their warning and evacuate the buildings immediately upon hearing a fire alarm in any facility including student housing. Use the nearest stairwell and/or exit to leave the building immediately. Community members should familiarize themselves with the exits in each building. Elevators should not be used for an exit of fire alarms. The elevators in most buildings will automatically stop on the nearest floor with an exit.

SUPERVISED FIRE DRILLS/FIRE ALARM SYSTEM

“The Occupant will comply with all regulations now in force or hereafter adopted by Thomas Jefferson University and the Department of Housing and Residence Life.”

Every year the Office of the Fire Marshal, in collaboration with the DHRL Administration, develops a schedule for all supervised fire drills and fire alarm system testing. Mandatory supervised fire drills are executed four times a year (quarterly), and fire system tests are conducted annually in accordance with the NFPA 72, National Fire Alarm Code, and the Philadelphia Fire Department, Fire Prevention Code. An additional alarm system test may be warranted if, and when, impairment is identified and a corrective action is completed, to ensure that the system is back in operable condition. Students are observed for response to the drill and are consulted if and when there is notice of a failure to respond to the alarm.

Authorized University personnel or their agents may enter the unit at reasonable times for any of the following reasons:

- To inspect the condition of the unit;

- To inspect for fire and/or health hazards: remove signs, locks, fixtures, alterations, or additions to the unit or premises that violate the student's housing agreement.

FIRE SAFETY VIOLATIONS/PROHIBITION INSTRUCTIONS

Center City Campus

A fine of \$500 is charged to any student found tampering with fire safety equipment within the Barringer, Martin or Orlowitz Buildings. To minimize the potential of fire in any of the buildings, Thomas Jefferson University's Department of Housing and Residence Life's (DHRL) standard Housing Agreement is provided to each individual student residing in the residence halls, with instructions regarding what is allowed/permitted or is prohibited. All occupants must refrain from:

- Altering any Jefferson Fire Safety Equipment or adding to the present locks;
- Smoking or burning tobacco products, which are prohibited inside the residence halls. Smoking is ONLY permitted outside, and only if it occurs 20 feet or more from the building;
- Using or storing hot plates, space heaters or toaster ovens;
- Using or storing explosive or highly inflammable material on Jefferson premises;
- Using or storing exploding fireworks in or around Jefferson premises;
- Obstructing the hallways, stairways, sidewalk, leading and sidewalk, including the basement and storage areas;
- Any action or lack of action that would constitute a fire hazard (including, but not limited to failing to evacuate during a fire alarm);
- Using, installing or storing any of the following articles in the unit or on the premises, unless prior written authorization is obtained from the University: candles and incense, open flames of any kind, large appliances (clothes washers/dryers), outdoor antennas or satellite dishes, heating equipment, including kerosene or electric space heaters, and halogen lamps.

The Assistant Director, DHRL or the RA will consult with any student who is identified to have caused an alarm or violated any of the University's fire-related policies or procedures. After every alarm (false, unwanted or actual fire) a

"Fire Safety Memorandum" is posted and copies made available to the students explaining the cause of the fire and the necessary corrective action taken.

It is the responsibility of each occupant (student) to ensure that

his/her smoke detectors are tested weekly and batteries are replaced regularly, as well as to report any malfunction to the DHRL Administration.

East Falls Campus

A monetary fine, depending on the incident, is charged to any student found tampering with fire safety equipment within any building on campus. To minimize the potential of fire in any of the buildings, Residence Life requires all students to sign a standard Housing Agreement if they are residing in the residence halls, with instructions regarding what is allowed/permitted or is prohibited. All occupants must follow these rules:

- When a fire alarm sounds, students shall vacate the building and cooperate fully with University officials and safety officials, including during fire drills, which may be held at regular intervals.
- Fire equipment is to be used only as necessary in the case of a fire. Any use or misuse of fire equipment, including tampering with fire bells, horns, alarms, extinguishers, exit signs, evacuation signs, smoke detectors and other equipment is prohibited.
- Candles, incense, lanterns, potpourri and other flammable items including but not limited to hot plates, electric frying pans, halogen lamps, immersion coils, fireworks, flammable liquids, open flames, smoking and flammable decorations are not permitted in student housing facilities unless officially sanctioned and supervised by University officials.

The Area Coordinator of Housing and Judicial Affairs, Resident Coordinator or the RA will consult with any student who is identified to have caused an alarm or violated any of the University's fire-related policies or procedures. After every alarm (false, unwanted or actual fire) an incident report is written documenting the cause of the fire and the necessary corrective action taken.

It is the responsibility of each occupant (student) to report any malfunction to the Facilities to be corrected.

CENTER CITY FIRE LOG STATISTICS

CC CAMPUS HOUSING FIRE LOG: 1/18 – 12/18

Building	False Alarms	Unwanted Alarms	Cause of Unwanted Alarms	Fire Damage (\$)	# of Deaths or Injuries	Fire Drill
Martin	0	1	Damaged electric panel	\$100	0	n/a
Martin	0	1	Malfunctioning light ballast	\$0	0	n/a
Martin	0	2	Air Handler Malfunction	\$0	0	n/a
Martin	0	2	Steam Leak	\$0	0	n/a
Martin						4
Barringer	0	1	Burnt Food in Commercial Space	\$0	0	n/a
Barringer	0	1	Steam Leak	\$0	0	n/a
Barringer						4
Orlowitz	0	1	Steam Leak	\$0	0	n/a
Orlowitz	0	2	Faulty Water Flow Switch	\$0	0	n/a
Orlowitz						4

CAMPUS HOUSING FIRE LOG: 1/17 – 12/17

Building	False Alarms	Unwanted Alarms	Cause of Unwanted Alarms	Fire Damage (\$)	# of Deaths or Injuries	Fire Drill
Martin	0	1	Resident cooking	\$99	0	n/a
Martin	0	1	Smoke from cooking	\$0	0	n/a
Martin	0	3	Malfunctioning water flow pump	\$0	0	n/a
Martin						4
Barringer	0	1	Resident cooking	\$99	0	n/a
Barringer	0	1	Smoke from cooking	\$0	0	n/a
Barringer	0	1	Steam from cleaning in commercial space	\$0	0	n/a
Barringer						4
Orlowitz	0	2	Smoke from cooking	\$0	0	n/a
Orlowitz	0	1	System malfunction water flow pump	\$0	0	n/a
Orlowitz						4

CAMPUS HOUSING FIRE LOG: 1/16 – 12/16

Building	False Alarms	Unwanted Alarms	Cause of Unwanted Alarms	Fire Damage (\$)	# of Deaths or Injuries	Fire Drill
Martin	0	2	Belt on air handler failed and sent smoke into building setting off alarm	\$0	0	n/a
Martin						4
Barringer	0	2	Dust from construction work in basement	\$0	0	n/a
Barringer	0	1	Smoke from cooking in retail space	\$0	0	n/a
Barringer	0	3	Malfunction of fire alarm in retail space activated building alarm	\$0	0	n/a
Barringer						4
Orlowitz	0	2	Malfunction of water flow components of building sprinkler system	\$0	0	n/a
Orlowitz						4

EAST FALLS FIRE LOG STATISTICS

EF CAMPUS HOUSING FIRE LOG: 1/18 – 12/18						
Building	False Alarms	Unwanted Alarms	Cause of Unwanted Alarms	Fire Damage (\$)	# of Deaths or Injuries	Fire Drill
Ronson	0	1	Malfunctioning Heater	\$0	0	n/a
Ronson	0	1	Resident smoking in room	\$0	0	n/a
Ronson	0	1	Malfunctioning Smoke Detector	\$0	0	n/a
Ronson						4
Scholler	0	1	Resident cooking	\$0	0	n/a
Scholler	0	1	Unknown/System Malfunction	\$0	0	n/a
Scholler						4
IP-Franklin	0	1	Accidental by Contractor	\$0	0	n/a
IP-Franklin	0	1	Unknown/System Malfunction	\$0	0	n/a
IP-Franklin	0	1	Faulty/Malfunctioning Smoke Detector	\$0	0	n/a
IP-Franklin						4
Falls Center	0	2	Faulty/Malfunctioning Alarm Panel	\$0	0	n/a
Falls Center	0	5	Resident Cooking	\$0	0	n/a
Falls Center	0	1	Steam from Shower	\$0	0	n/a
Falls Center						2*
Partridge	0	0	NA	\$0	0	n/a
Partridge						4
Mott	0	0	NA	\$0	0	n/a
Mott						4
IP-Madison	0	0	NA	\$0	0	n/a
IP-Madison						4
IP-Jefferson	0	0	NA	\$0	0	n/a
IP-Jefferson						4
Townhouse G-T	0	0	NA	\$0	0	n/a
Townhouse G-T						4

*Note: Falls Center was occupied by Jefferson 1/1/2018-5/31/2018

EF CAMPUS HOUSING FIRE LOG: 1/16 – 12/16						
Building	False Alarms	Unwanted Alarms	Cause of Unwanted Alarms	Fire Damage (\$)	# of Deaths or Injuries	Fire Drill
Ronson	0	0	NA	\$0	0	n/a
Ronson						4
Scholler	0	0	Unintentional fire incident	\$100	0	n/a
Scholler						4
IP-Franklin	0	0	NA	\$0	0	n/a
IP-Franklin						4
Falls Center	0	0	NA	\$0	0	n/a
Falls Center						4
Partridge	0	0	NA	\$0	0	n/a
Partridge						4
Mott	0	0	NA	\$0	0	n/a
Mott						4
IP-Madison	0	0	NA	\$0	0	n/a

IP-Madison						4
IP-Jefferson	0	0	NA	\$0	0	n/a
IP-Jefferson						4
Townhouse G-T	0	0	NA	\$0	0	n/a
Townhouse G-T						4

EF CAMPUS HOUSING FIRE LOG: 1/17 – 12/17

Building	False Alarms	Unwanted Alarms	Cause of Unwanted Alarms	Fire Damage (\$)	# of Deaths or Injuries	Fire Drill
Ronson	0	0	NA	\$0	0	n/a
Ronson						4
Scholler	0	0	NA	\$0	0	n/a
Scholler						4
IP-Franklin	0	0	NA	\$0	0	n/a
IP-Franklin						4
Falls Center	0	0	NA	\$0	0	n/a
Falls Center						4
Partridge	0	0	Electrical Malfunction	\$100	0	n/a
Partridge						4
Mott	0	0	NA	\$0	0	n/a
Mott						4
IP-Madison	0	0	NA	\$0	0	n/a
IP-Madison						4
IP-Jefferson	0	0	NA	\$0	0	n/a
IP-Jefferson						4
Townhouse G-T	0	0	NA	\$0	0	n/a
Townhouse G-T						4

*Note: Fire Alarm data incomplete due to change in reporting system

Personal Safety

AT HOME, IN AN APARTMENT BUILDING OR IN A RESIDENCE HALL

- Keep your room door locked at all times.
- Never let unauthorized persons come into your room, enter residence halls or enter apartment security doors.
- Never prop open inside or outside doors.
- Do not hide keys outside of your room or apartment. Do not put your name or address on your key rings.
- Avoid working or studying alone in a campus building.
- Never dress in front of a window. Close blinds or curtains after dark.
- If you are awakened by an intruder inside your room, do not attempt to apprehend the intruder. Try to get an accurate description of the intruder and then call campus security.
- Any suspicious activity should be reported to Jefferson Public Safety immediately.

WHEN DRIVING

- Carry your car keys when approaching your vehicle so you can enter quickly.
- Always check underneath your car upon approach and in the rear seat for intruders before entering your automobile.
- Lock your doors and keep windows rolled up whenever possible.
- Drive on well-traveled and well-lit streets.
- Never hitchhike, and never pick up hitchhikers.
- If someone tries to enter your stopped vehicle, sound the horn and drive to a safe area such as a convenience store.
- If your vehicle breaks down, ask any person who stops to help to call the police. Do not allow any person access to you or inside your car. Roll down your window no more than an inch. Be aware that an accident may be staged to provide the other driver an opportunity to commit a criminal act.
- Leave enough room between your car and the one ahead so you can drive around it if necessary.
- Call ahead when driving to your home or apartment late at night and have someone watch you walk from your car to the residence.
- Limit distractions such as cell phones.

WHILE WALKING OR JOGGING

- Avoid walking or jogging alone, and try not to walk or jog after dark.
- Avoid dark or vacant areas. Walk along well-lit routes.
- Be alert to your surroundings. If you suspect you are being followed, run in a different direction, go to the other side of the street and yell for help, or move quickly to a lighted area, a group of people, or a blue light emergency phone.
- Have your keys ready when returning to your residence hall or apartment. Keep your personal or valuable items concealed and close to your body.
- Avoid wearing headphones when walking or jogging. Always be aware of your surroundings and practice risk avoidance techniques.
- If you need an escort call Jefferson Public Safety: **215-955-8888**.

AVOID VICTIMIZATION

Property protection

- Lock your door whenever you leave your room for ANY length of time or when sleeping.
- Secure your vehicle. Close all windows and lock all doors.
- Never prop open any door.
- Adequately protect all valuables in your room, such as wallets, jewelry, credit cards, cash and computers. Do not leave valuables or cash in plain view.
- Protect your books and put your name in them. Do not leave them in public places.
- Do not loan your keys to anyone.
- Never hide your keys outside your apartment or room. Do not put your name or address on your key rings.
- Take all valuable items home with you during vacations.
- When in a public place, keep valuable possessions out of sight. If you must leave an area for any length of time, take personal items with you.

Appendix A

Commonwealth of Pennsylvania Statutory Definitions

The following definitions apply to the Center City, East Falls, Abington-Willow Grove, and Bucks County Campuses, which are all located in the Commonwealth of Pennsylvania.

Domestic Violence:

There is no distinct definition of "Domestic Violence" under the Pennsylvania Crimes Code. The following section describes probable cause in domestic violence cases.

§ 2711. Probable cause arrests in domestic violence cases. General rule—A police officer shall have the same right of arrest without a warrant as in a felony whenever he has probable cause to believe the defendant has violated section 2504 (relating to involuntary manslaughter), 2701 (relating to simple assault), 2702(a)(3), (4) and (5) (relating to aggravated assault), 2705 (relating to recklessly endangering another person), 2706 (relating to terroristic threats) or 2709.1 (relating to stalking) against a family or household member although the offense did not take place in the presence of the police officer. A police officer may not arrest a person pursuant to this section without first observing recent physical injury to the victim or other corroborative evidence. For the purposes of this subsection, the term "family or household member" has the meaning given that term in 23 Pa.C.S. § 6102 (relating to definitions).

Dating Violence:

The state of Pennsylvania does not have a definition of dating violence.

Sexual Assault:

The state of Pennsylvania defines sexual assault as follows:

§ 3121. Rape: (a) Offense defined—A person commits a felony of the first degree when the person engages in sexual intercourse with a complainant: (1) By forcible compulsion; (2) By threat of forcible compulsion that would prevent resistance by a person of reasonable resolution; (3) Who is unconscious or where the person knows that the complainant is unaware that the sexual intercourse is occurring; (4) Where the person has substantially impaired the complainant's power to appraise or control his or her conduct by administering or employing, without the knowledge of the complainant, drugs, intoxicants or other means for the purpose of preventing resistance; (5) Who suffers from a mental disability which renders the complainant incapable of consent. (b) Rape of a child—A

person commits the offense of rape of a child, a felony of the first degree, when the person engages in sexual intercourse with a complainant who is less than 13 years of age. (c) Rape of a child with serious bodily injury—A person commits the offense of rape of a child resulting in serious bodily injury, a felony of the first degree, when the person violates this section and the complainant is under 13 years of age and suffers serious bodily injury in the course of the offense.

§ 3122.1. Statutory sexual assault: (a) Felony of the second degree—Except as provided in section 3121 (relating to rape), a person commits a felony of the second degree when that person engages in sexual intercourse with a complainant to whom the person is not married who is under the age of 16 years and that person is either: (1) four years older but less than eight years older than the complainant; or (2) eight years older but less than 11 years older than the complainant. (b) Felony of the first degree—A person commits a felony of the first degree when that person engages in sexual intercourse with a complainant under the age of 16 years and that person is 11 or more years older than the complainant and the complainant and the person are not married to each other.

§ 3123. Involuntary deviate sexual intercourse: (a) Offense defined—A person commits a felony of the first degree when the person engages in deviate sexual intercourse with a complainant: (1) by forcible compulsion; (2) by threat of forcible compulsion that would prevent resistance by a person of reasonable resolution; (3) who is unconscious or where the person knows that the complainant is unaware that the sexual intercourse is occurring; (4) where the person has substantially impaired the complainant's power to appraise or control his or her conduct by administering or employing, without the knowledge of the complainant, drugs, intoxicants or other means for the purpose of preventing resistance; (5) who suffers from a mental disability which renders him or her incapable of consent; (6) (Deleted by amendment); (7) who is less than 16 years of age and the person is four or more years older than the complainant and the complainant and person are not married to each other. (b) Involuntary deviate sexual intercourse with a child—A person commits involuntary deviate sexual intercourse with a child, a felony of the first degree, when the person engages in deviate sexual intercourse with a complainant who is less than 13 years of age. (c) Involuntary deviate sexual intercourse with a child with serious bodily injury.--A person commits an offense under this section with a child resulting in serious bodily injury, a felony of the first degree, when the person violates this section and the complainant is less than 13 years of age and the complainant suffers serious bodily injury in the course of the offense.

§ 3124.1. Sexual assault: Except as provided in section 3121 (relating to rape) or 3123 (relating to involuntary deviate sexual intercourse), a person commits a felony of the second degree when that person engages in sexual intercourse or deviate sexual intercourse with a complainant without the complainant's consent.

§ 3125. Aggravated indecent assault: (a) Offenses defined—Except as provided in sections 3121 (relating to rape), 3122.1 (relating to statutory sexual assault), 3123 (relating to involuntary deviate sexual intercourse) and 3124.1 (relating to sexual assault), a person who engages in penetration, however slight, of the genitals or anus of a complainant with a part of the person's body for any purpose other than good faith medical, hygienic or law enforcement procedures commits aggravated indecent assault if: (1) the person does so without the complainant's consent; (2) the person does so by forcible compulsion; (3) the person does so by threat of forcible compulsion that would prevent resistance by a person of reasonable resolution; (4) the complainant is unconscious or the person knows that the complainant is unaware that the penetration is occurring; (5) the person has substantially impaired the complainant's power to appraise or control his or her conduct by administering or employing, without the knowledge of the complainant, drugs, intoxicants or other means for the purpose of preventing resistance; (6) the complainant suffers from a mental disability which renders him or her incapable of consent; (7) the complainant is less than 13 years of age; or (8) the complainant is less than 16 years of age and the person is four or more years older than the complainant and the complainant and the person are not married to each other. (b) Aggravated indecent assault of a child—A person commits aggravated indecent assault of a child when the person violates subsection (a)(1), (2), (3), (4), (5) or (6) and the complainant is less than 13 years of age.

§ 3126. Indecent assault: (a) Offense defined—A person is guilty of indecent assault if the person has indecent contact with the complainant, causes the complainant to have indecent contact with the person or intentionally causes the complainant to come into contact with seminal fluid, urine or feces for the purpose of arousing sexual desire in the person or the complainant and: (1) the person does so without the complainant's consent; (2) the person does so by forcible compulsion; (3) the person does so by threat of forcible compulsion that would prevent resistance by a person of reasonable resolution; (4) the complainant is unconscious or the person knows that the complainant is unaware that the indecent contact is occurring; (5) the person has substantially impaired the complainant's power to appraise or control his or her conduct by administering or employing, without the knowledge of the complainant, drugs, intoxicants or other means for the purpose of preventing resistance; (6) the complainant suffers from a mental disability which renders the complainant incapable of consent; (7) the complainant is less than 13 years of age; or (8) the complainant is less than 16 years of age and the person is four or more years older than the complainant and the complainant and the person are not married to each other.

§ 4302. Incest. (a) General rule—Except as provided under subsection (b), a person is guilty of incest, a felony of the second degree, if that person knowingly marries or cohabits or has sexual intercourse with an ancestor or descendant, a brother or sister of the whole or half blood or an uncle, aunt, nephew or niece of the whole blood. (b) Incest of a minor—A person is guilty of incest of a minor, a

felony of the second degree, if that person knowingly marries, cohabits with or has sexual intercourse with a complainant who is an ancestor or descendant, a brother or sister of the whole or half blood or an uncle, aunt, nephew or niece of the whole blood and: (1) is under the age of 13 years; or (2) is 13 to 18 years of age and the person is four or more years older than the complainant. (c) Relationships—The relationships referred to in this section include blood relationships without regard to legitimacy, and relationship of parent and child by adoption.

Stalking:

The state of Pennsylvania defines stalking as follows:

§ 2709.1. Stalking: (a) Offense defined—A person commits the crime of stalking when the person either: (1) engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or (2) engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person. (b) Venue: (1) An offense committed under this section may be deemed to have been committed at either the place at which the communication or communications were made or at the place where the communication or communications were received. (2) Acts indicating a course of conduct which occur in more than one jurisdiction may be used by any other jurisdiction in which an act occurred as evidence of a continuing pattern of conduct or a course of conduct. (c) Definitions—As used in this section, the following words and phrases shall have the meanings given to them in this subsection: "Communicates." To convey a message without intent of legitimate communication or address by oral, nonverbal, written or electronic means, including telephone, electronic mail, Internet, facsimile, telex, wireless communication or similar transmission. "Course of conduct." A pattern of actions composed of more than one act over a period of time, however short, evidencing a continuity of conduct. The term includes lewd, lascivious, threatening or obscene words, language, drawings, caricatures or actions, either in person or anonymously. Acts indicating a course of conduct which occur in more than one jurisdiction may be used by any other jurisdiction in which an act occurred as evidence of a continuing pattern of conduct or a course of conduct. "Emotional distress." A temporary or permanent state of mental anguish. "Family or household member." Spouses or persons who have been spouses, persons living as spouses or who lived as spouses, parents and children, other persons related by consanguinity or affinity, current or former sexual or intimate partners or persons who share biological parenthood.

State of New Jersey Statutory Definitions

The following definitions applies to the Voorhees Campus which is located in New Jersey.

Domestic Violence:

There is no distinct definition of “Domestic Violence” under the New Jersey Code of Criminal Justice. The following section describes probable cause in domestic violence cases.

Domestic violence means the occurrence of one or more of the following acts inflicted upon a person protected under this act by an adult or an emancipated minor:

- a. Homicide N.J.S. 2C:11-1 et seq.
- b. Assault N.J.S. 2C:12-1
- c. Terroristic threats N.J.S. 2C:12-3
- d. Kidnapping N.J.S. 2C:13-1
- e. Criminal restraint N.J.S. 2C:13-2
- f. False imprisonment N.J.S. 2C:13-3
- g. Sexual assault N.J.S. 2C:14-2
- h. Criminal sexual contact N.J.S. 2C:14-317
- i. Lewdness N.J.S. 2C:14-4
- j. Criminal mischief N.J.S. 2C:17-3
- k. Burglary N.J.S. 2C:18-2
- l. Criminal trespass N.J.S. 2C:18-3
- m. Harassment N.J.S. 2C:33-4
- n. Stalking P.L.1992, c.209 (C.2C:12-10)

When one or more of these acts is inflicted by an un-emancipated minor upon a person protected under this act, the occurrence shall not constitute “domestic violence,” but may be the basis for the filing of a petition or complaint pursuant to the provisions of section 11 of P.L.1982, c.77 (C.2A:4A-30).

“Victim of domestic violence” means a person protected under this act and shall include any person who is 18 years of age or older or who is an emancipated minor and who has been subjected to domestic violence by a spouse, former spouse or any other person who is a present or former household member. “Victim of domestic violence” also includes any person, regardless of age, who has been subjected to domestic violence by a person with whom the victim has a child in common, or with whom the victim anticipates having a child in common, if one of the parties is pregnant. “Victim of domestic violence” also includes any person who has been subjected to domestic violence by a person

with whom the victim has had a dating relationship.

“Emancipated minor” means a person who is under 18 years of age but who has been married, has entered military service, has a child or is pregnant or has been previously declared by a court or an administrative agency to be emancipated. For more information, see <http://statutes.laws.com/new-jersey/title-2c/section-2c-25/2c-25-19#>.

Dating Violence:

The state of New Jersey does not have a definition of dating violence. Under New Jersey law, when certain criminal offenses are committed in the context of certain personal relationships, including a current or former dating relationship, they may be termed a domestic violence offense.

Sexual Assault:

The state of New Jersey defines sexual assault as follows:

1. An actor is guilty of aggravated sexual assault if he commits an act of sexual penetration with another person under any one of the following circumstances:
 - (a) The victim is less than 13 years old;
 - (b) The victim is at least 13 but less than 16 years old; and
 - i. The actor is related to the victim by blood or affinity to the third degree, or
 - ii. The actor has supervisory or disciplinary power over the victim by virtue of the actor’s legal, professional or occupational status, or
 - iii. The actor is a resource family parent, a guardian or stands in loco parentis within the household;
 - (c) The act is committed during the commission, or attempted commission, whether alone or with one or more other persons, of robbery, kidnapping, homicide, aggravated assault on another, burglary, arson or criminal escape;
 - (d) The actor is armed with a weapon or any object fashioned in such a manner as to lead the victim to reasonably believe it to be a weapon and threatens by word or gesture to use the weapon or object;
 - (e) The actor is aided or abetted by one or more other persons and the actor uses physical force or coercion;
 - (f) The actor uses physical force or coercion and severe personal injury is sustained by the victim;
 - (g) The victim is one whom the actor knew or should have known was physically helpless, mentally incapacitated, or had a mental

disease or defect which rendered the victim temporarily or permanently incapable of understanding the nature of his conduct, including, but not limited to, being incapable of providing consent.

- (h) Aggravated sexual assault is a crime of the first degree.
- 2. An actor is guilty of sexual assault if he commits an act of sexual contact with a victim who is less than 13 years old and the actor is at least four years older than the victim.
- 3. An actor is guilty of sexual assault if he commits an act of sexual penetration with another person under any one of the following circumstances:
 - (a) The actor uses physical force or coercion, but the victim does not sustain severe personal injury;
 - (b) The victim is on probation or parole, or is detained in a hospital, prison or other institution and the actor has supervisory or disciplinary power over the victim by virtue of the actor's legal, professional or occupational status;
 - (c) The victim is at least 16 but less than 18 years old and:
 - i. The actor is related to the victim by blood or affinity to the third degree; or
 - ii. The actor has supervisory or disciplinary power of any nature or in any capacity over the victim; or
 - iii. The actor is a resource family parent, a guardian or stands in loco parentis within the household;
 - iv. The victim is at least 13 but less than 16 years old and the actor is at least four years older than the victim.

Sexual assault is a crime of the second degree.

Stalking:

The state of New Jersey defines stalking as follows:

- 1. As used in this act:
 - a) "Course of conduct" means repeatedly maintaining a visual or physical proximity to a person; directly, indirectly or through third parties, by any action, method, device or means, following, monitoring, observing, surveilling, threatening or communicating to or about, a person, or interfering with a person's property; repeatedly committing harassment against a person; or repeatedly conveying, or causing to be conveyed, verbal or written threats or threats conveyed by any other means of communication or threats implied by conduct or a combination thereof directed at or toward a person.
 - b) "Repeatedly" means on two or more occasions.
 - c) "Emotional distress" means significant mental suffering or distress.

- d) "Cause a reasonable person to fear" means to cause fear which a reasonable victim, similarly situated, would have under the circumstances.
2. A person is guilty of stalking, a crime of the fourth degree, if he purposefully or knowingly engages in a course of conduct directed at a specific person that would cause a reasonable person to fear for his safety or the safety of a third person or suffer other emotional distress.
 3. A person is guilty of a crime of the third degree if he commits the crime of stalking in violation of an existing court order prohibiting the behavior. 18
 4. A person who commits a second or subsequent offense of stalking against the same victim is guilty of a crime of the third degree.
 5. A person is guilty of a crime of the third degree if he commits the crime of stalking while serving a term of imprisonment or while on parole or probation as the result of a conviction for any indictable offense under the laws of this State, any other state or the United States.
 6. This act shall not apply to conduct which occurs during organized group picketing.

Consent:

In New Jersey, the age of consent is 16, but individuals who are at least 13 years of age can legally engage in sexual activities if the defendant is less than 4 years older than the victim. All forms of sexual misconduct are regarded as serious University offenses, and violations will result in discipline, including the possibility of separation from the University. Sexual misconduct involving force, duress or inducement of incapacitation, or where the perpetrator has deliberately taken advantage of another person's state of incapacitation, will be deemed especially egregious and may result in permanent suspension, expulsion or termination of employment.