



MARYMOUNT  
UNIVERSITY

# CAMPUS SAFETY REPORT

FALL 2014



ARLINGTON, VIRGINIA

## REPORTING CRIMES, SUSPICIOUS ACTIVITIES, AND/OR EMERGENCIES

Crimes, suspicious activities, and emergencies occurring on campus should be reported immediately to Campus Safety either in person or by calling ext. 1600. Campus Safety personnel will investigate the incident, document the information, and take appropriate action. When warranted, incidents may be referred to the Arlington County Police Department. Broken windows, doors that don't close properly, etc., should also be reported to Campus Safety immediately. Victims of crimes against persons, such as robbery or sexual assault, are encouraged to seek confidential counseling services from Marymount's Counseling Center, Student Health Center, or Office of Campus Ministry.

### Crime and Fire Log

Marymount University maintains a Crime and Fire Log which lists all crimes committed and fires occurring on University property. The Crime and Fire log is kept in the Office of Campus Safety in Ireton Hall and is updated every two business days.

### Security Escort Service

The Office of Campus Safety offers 24-hour escort service to all students and employees to and from any location on the Main Campus and at the Ballston Center. Escort requests are made by calling ext. 1600 or by stopping by any campus security station.

### Keeping Informed

The university offers programs designed to provide crime prevention education and teach safety precautions. Programs are offered annually during Orientation and at other times as announced in *The Bark*, a newsletter published by the Office of Student Development, and by other means. Information about common-sense safety precautions is included in this brochure and in the *Student Handbook*.

Crimes that are considered to be a threat to students and employees, and that are reported to any of the offices listed in this brochure, are reported to the Marymount University community in a timely manner. These timely warnings may be by text message, email, flyer, or other forms of mass communication.

### What You Can Do

- ◆ Do not leave purses, wallets, or valuables in open areas or unattended.
- ◆ Do not leave car doors or room doors unlocked, or windows open in your absence.
- ◆ Walk on lighted sidewalks, and do not take shortcuts through dark areas.
- ◆ Walk with someone in the evenings.

If you see suspicious persons or a crime being committed, report it to Campus Safety at ext. 1600. The more alert you are, the safer the campus will remain.

## DRUG AND ALCOHOL POLICY

Marymount University expects all members of its community to abide by applicable federal, state, and local laws regarding alcohol and drug use. Illegal possession, use, or sale of drugs or alcohol is strictly prohibited. Students are responsible for knowing how these laws pertain to them. Alcohol and drug education programs are offered on a regular basis by the Student Health Center, Counseling Center and the Office of Campus and Residential Services. The university's complete policy statements on alcohol and other controlled substances are in the Student Handbook and the Employee Handbook, and all students and employees are required to be familiar with them.

## CAMPUS BUILDINGS

Access to residence hall living areas is card-controlled, available only to those authorized to enter these areas. Emergency exits and other side doors are electronically monitored by computer and/or equipped with local alarm bells to prevent propping and illegal entry. Several campus buildings are equipped with electronic burglar-intrusion devices and are monitored by Campus Safety personnel. Other campus buildings, such as classroom buildings, the library, and the Rose Benté Lee Center, are kept secured when not in use.

## SEX OFFENSE POLICIES

### Education Programs

The university offers educational programs to promote awareness of rape, acquaintance rape, and other sex offenses. These programs are held throughout the year, as announced. The University's Sexual Harassment and Misconduct Policy is easily accessible online and the document provides detailed information about resources and processes.

### If a Sex Offense Occurs

The University encourages all individuals to seek assistance from a medical provider and/or law enforcement immediately after an incidence of sexual violence whether or not the individual plans to pursue criminal action. This is the best option to ensure preservation of evidence and to begin a timely response by law enforcement and/or the University.

A student may confidentially contact the Student Health Center or the Counseling Center. Students may report to responsible employees in Campus Safety (24-hour availability), the Office of Student Development, the Counseling Center, one of the University's Deputy Title IX Coordinators or the Office of Campus and Residential Services for assistance and guidance. If a student wishes to notify local police of the alleged offense, university officials can assist.

## Disciplinary Procedures

Sexual assault is a violation of the University's Community Conduct Code. Investigatory and disciplinary procedures described in the University's Sexual Harassment and Misconduct Policy Handbook will be followed in cases of alleged sexual assault. Outcomes during each step of the investigation are communicated to both the complainant and respondent. Possible sanctions for sex offenses include, but are not limited to, dismissal, suspension, probation, educational sanctions, and loss of housing privileges.

## Counseling and Support

The Counseling Center and the Student Health Center can provide support to victims of sexual assault. If a student prefers to receive counseling off-campus, these staff can provide referrals based on the student's needs. If necessary, interim measures can be instituted to provide for the safety of all members of the community and could include changing academic and living situations, if such changes are reasonably available.

## Sex Offender Registry

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders can be obtained. The information for the State of Virginia can be obtained at <http://sex-offender.vsp.virginia.gov/sor>.

## THREAT ASSESSMENT TEAM

Marymount University has a standing Threat Assessment Team. The role of this team is to assess whether an individual poses, or may reasonably pose, a threat of violence to self, others, or the Marymount community and to intervene to avert the threat. The team responds to behaviors exhibited by students, employees, visitors, and non-affiliated persons prior to a critical incident, in an attempt to prevent violence so that the Marymount campus remains a safe and secure working and learning environment.

Marymount's Threat Assessment Team is comprised of four permanent members:

- Director of Campus Safety, chair
- Dean of Student Development and Engagement
- Executive Director of Human Resource Services
- Director of the Counseling Center

In addition to the permanent membership, other Marymount staff and faculty, as well as outside experts, may be called to participate on the team as circumstances dictate.

## EMERGENCY RESPONSE & EVACUATION PROCEDURES

The university's Emergency Procedures Overview includes information regarding emergency notification procedures, emergency reporting and contact information, evacuation, timely warnings, personal preparedness, and specific emergency instructions. Detailed information can be found at [www.marymount.edu/studentlife/safety/emergency](http://www.marymount.edu/studentlife/safety/emergency).

## Missing Resident Student Procedure

While many missing resident student reports at universities are the result of a student changing their normal routine and neglecting to inform their roommates, friends, and/or family of their whereabouts, Marymount University takes reports of missing resident students seriously. The University handles missing resident student reports pursuant to the following procedures.

The University defines a missing resident student as any currently enrolled resident student who has not been in contact with roommates, friends, family, faculty or staff for a reasonable period of time (usually a period of twenty-four [24] hours) and whose whereabouts have been questioned and brought to the attention of a University official.

Any member of the University community who has reason to believe a student residing in on-campus housing has been missing for 24 hours should immediately contact the Office of Campus Safety and Emergency Management at (703) 284-1600.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially one or more individuals to be contacted ("Confidential Contact") by the University in the event the student has been determined to be missing for 24-hours, or is otherwise determined to be missing. A student who wishes to designate a Confidential Contact may do so at the same time he/she provides general emergency contact information or by contacting the Office of Campus and Residential Services (OCRS). The Confidential Contact will remain until revoked or changed by the student. The Confidential Contact information will be kept confidential and will be accessible only to authorized University officials and law enforcement in furtherance of a missing person investigation.

When the Office of Campus Safety and Emergency Management receives a missing student report, it will promptly initiate an investigation and notify OCRS and the Office of Student Development. If a student has designated a Confidential Contact(s), the Office of Student Development will notify the Confidential Contact(s) within 24 hours of the determination that the student is missing. In the event that the missing resident student is a minor (under the age of 18 years) and is not emancipated, the parent or legal guardian, if different than the designated Confidential Contact, will also be notified within 24 hours of the determination that the student is missing. The Office of Campus Safety and Emergency Management will notify the Arlington County Police Department within 24 hours of the determination that the student is missing.

## CRIME REPORT

This report is prepared by the Office of Campus Safety and Emergency Management. It includes any of the specified crimes reported to Campus Safety officials or other offices listed in this brochure. Disciplinary referrals include those reported to the Office of Campus and Residential Services and to the Office of Student Development. Information about crimes on property adjacent to Marymount University is provided by Arlington County Police.

### Classification of Crimes

Crimes are classified based on the Federal Bureau of Investigation's Uniform Crime Reporting Program definitions, as required by the Clery Act. Questions regarding these definitions may be directed to the director of Campus Safety and Emergency Management at (703) 284-1601.

Crime statistics do not include general theft (for example, items taken from unlocked rooms or offices or unattended items taken from common areas).

CRIMES		2011	2012	2013
Murder		0	0	0
Aggravated Assault	(a) On-campus	0	4	0
	(b) Residence Halls	0	2	0
	(d) Off-campus/public area	0	0	1
Sex Offenses, Forcible	(a) On campus	2	3	2
	(b) Residence Halls	1	3	2
Sex Offenses, Non-forcible	(c) Non-campus property	0	1	0
Robbery		0	0	0
Burglary	(a) On-campus	2	4	1
	(b) Residence Halls	2	3	1
	(c) Non-campus property	0	1	0
Motor Vehicle Theft		0	0	0
Arson		0	0	0
ARRESTS				
Liquor Law Violations	(a) On-campus	1	1	0
	(b) Residence Halls	1	0	0

ARRESTS (CONT.)		2011	2012	2013
Drug Law Violations	(a) On-campus	3	3	0
	(b) Residence Halls	2	3	0
Weapons Violations		0	0	0
Hate Crimes		0	0	0
DISCIPLINARY REFERRALS				
Liquor Law Violations	(a) On-campus	86	140	120
	(b) Residence Halls	82	133	114
	(c) Non-campus property	0	2	0
	(d) Off-campus/public area	0	0	1
Drug Law Violations	(a) On-campus	23	46	31
	(b) Residence Halls	23	36	31
	(d) Off-campus/public area	0	0	2
Weapons Violations	(a) On-campus	0	0	1
	(b) Residence Halls	0	0	1
Hate Crimes		0	0	0
VIOLENCE AGAINST WOMEN CRIMES				
Stalking	(a) On-campus	N/A	N/A	3
	(b) Residence Halls	N/A	N/A	3
Dating Violence	(a) On-campus	N/A	N/A	2
	(b) Residence Halls	N/A	N/A	1

The 1998 Higher Education Amendments require that campuses record the number of crimes, arrests, and disciplinary referrals reported in each of four geographic areas. The letters on the chart to the left correspond to the following locations and their definitions:

- a. On-campus: Includes Marymount's Main Campus and nearby Ballston Center
- b. Residence Halls: These buildings are considered "on-campus," thus the statistics for them are also included in the total under "a. On-campus."
- c. Non-campus building or property: University-sponsored or leased off-campus residential and academic facilities meet the definition in the statute.
- d. Off-campus: Refers to public property immediately adjacent to Marymount's Main Campus and Ballston Center. Statistics provided by Arlington County Police Department may include public and private property adjacent to campus.

The Clery Act requires institutions of higher education to disclose three general categories of crime statistics:

- ◆ Criminal Offenses – Criminal homicide, including a) murder and non-negligent manslaughter, and b) negligent manslaughter; sex offenses, including a) forcible, and b) non-forcible; robbery; aggravated assault; burglary; motor vehicle theft; and arson.
- ◆ Hate Crimes – Any of the above-mentioned offenses, and any incidents of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property that were motivated by bias; and
- ◆ Arrests and Referrals for Disciplinary Action for Weapons – Carrying or possessing weapons; drug abuse violations and liquor law violations

## FIRE POLICIES, EVACUATION, AND TRAINING

The Higher Education Opportunity Act of 2008 requires that institutions of higher education report policies, procedures, and statistics related to residence hall fire safety.

### Fire Policies

Marymount University considers fire safety extremely important. Students and employees have an obligation to adhere to the university's safety regulations, as well as city and state statutes. Fire and evacuation information is posted in each residence hall room, classroom, and office area on campus. Occupants should be familiar with this information.

The Office of Campus and Residential Services conducts fire drills once each semester for all residence halls, in coordination with the Office of Campus Safety and Emergency Management and the Office of Physical Plant. All residents participate in fire drills; failure to respond appropriately to fire alarms will result in judicial action for those involved and necessitate additional drills for all residents.

The following are violations of fire policies at Marymount University, as described in the *Student Handbook*:

- 5.b.11. Use of alarmed doors for entry into or exit from a Marymount University building. Activating an alarm may result in a \$75 fine.
- 5.b.13. Violation of local, state, federal, or campus fire policies, including but not limited to: failure to evacuate a university-controlled building during a fire alarm; improper use of university fire safety equipment; or tampering with or improperly engaging a fire alarm or fire detection/control equipment while on university property. Such action may result in a \$1,000 fine in addition to university sanctions.
- 5.e.9. Intentionally or recklessly causing a fire that damages university or personal property or causes injury to any member of the community.
- 5.f.6. Possession of non-approved appliances, appliances in excess of 1,000 watts, oversized/non-approved refrigerators.
- 5.f.7. Possession or use of items determined to be a fire hazard, including, but not limited to, two-prong extension cords, halogen lights or lamps, high-heat or open-coil appliances.
- 5.f.8. Possession or use of open-flame source or flammable liquid in the residence halls, including, but not limited to, oil lamps, candles, incense, gasoline, and lighter fluid.
- 5.f.11. Covering more than one-third of the wall or door space of a residence hall room.

## ANNUAL FIRE SAFETY REPORT

### Fire Statistics – 2013

RESIDENCE HALL	TOTAL NUMBER OF FIRES	FIRE RELATED DEATHS	FIRE RELATED INJURIES	AMOUNT OF DAMAGE TO PROPERTY	CAUSE
Berg Hall	0	n/a	n/a	n/a	n/a
Butler Hall	0	n/a	n/a	n/a	n/a
Gerard Hall	0	n/a	n/a	n/a	n/a
Lee Ostapenko Hall	0	n/a	n/a	n/a	n/a
Rowley Hall	0	n/a	n/a	n/a	n/a
St. Joseph Hall	0	n/a	n/a	n/a	n/a

(A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled area.)

### Fire Safety System

RESIDENCE HALL	MONITORED DETECTION & ALARMS	SMOKE DETECTORS	PULL STATIONS	SPRINKLER SYSTEMS	FIRE EXTINGUISHER
Berg Hall	Yes	Yes	Yes	Yes	Yes
Butler Hall	Yes	Yes	Yes	Yes	Yes
Gerard Hall	Yes	Yes	Yes	Yes	Yes
Lee Ostapenko Hall	Yes	Yes	Yes	Yes	Yes
Rowley Hall	Yes	Yes	Yes	Yes	Yes
St. Joseph Hall	Yes	Yes	Yes	Yes	Yes

### Fire Evacuation Procedures

Detailed information is posted on each floor in the residence halls. When the alarm sounds, residents are required to follow the established procedures:

Residents should begin an immediate and orderly evacuation along the designated evacuation route established for the area. Residents should not run. They should move quickly to the nearest designated stairwell and exit. They should exit the building and move a distance of at least 100 feet from it and wait for instructions or permission to re-enter the building.

Residence hall staff will signal when the building is safe and ready for re-entry. No one is allowed to re-enter until this signal is given. Personnel authorized to give re-entry instructions include the OCRS Primary on Call. Please note that firefighters may indicate that a building is safe, but they cannot give permission to re-enter the building. Firefighters should be treated with respect at all times. Anyone who does not evacuate or who does not comply quickly and properly with the instructions of a staff member will be referred to the Student Conduct Office.

### Fire Safety Education

Fire safety information is provided to all students in Marymount University's Student Handbook.

## **SAFETY FIRST**

Marymount University is committed to safety education and to practicing good safety measures that discourage criminal activity and encourage crime prevention.

### **Important Safety Phone Numbers**

Security/Campus Emergency	(703) 284-1600
Police/Fire/Rescue	911
Campus Safety Office	(703) 284-1601
Office of Campus and Residential Services	(703) 284-1608
Security Escort	(703) 284-1600

### **The Office of Campus Safety**

The university's Office of Campus Safety currently has a force of 25 full-time security officers who receive state training and certification. Before being hired, all Campus Safety officers must pass a criminal and employment background check. The office maintains an ongoing relationship with the Arlington County Police Department that includes emergency services, assistance in criminal investigations, and crime prevention programs. Campus Safety officers do not have arrest authority.

This report is published in accord with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. This Act requires institutions that receive federal financial aid to publish and distribute to their students and employees sex offense policies and other campus crime information.

Hate Crimes - Legislation requires that institutions report if any of the listed crimes manifested evidence of prejudice as described by the Hate Crimes Statistics Act.

Disciplinary Referrals - Beginning in 1999, colleges were required to report the number of disciplinary referrals for campus violations that would also be violations of state law regarding alcohol, drugs, and weapons. Violations of university policies that are not violations of state law are not included. The university has made a good-faith effort to determine which alcohol violations would also constitute a violation of law, such as possession or consumption of alcohol by a minor or furnishing alcohol to a minor. The fact that a disciplinary referral was made does not necessarily mean that a violation was ultimately found to have occurred. Reported crimes may involve individuals not associated with the institution.

