



# Rowan University

## Rowan University Annual Security and Fire Safety Report 2023

Information for the 2023-2024 Academic Year

Covering Crime and Fire Statistics for Calendar Years **2020**, **2021** and **2022**



## October 1, 2023 Issue

### Covering Crime and Fire Statistics for Calendar Years **2020, 2021** and **2022**

The crime and fire statistics in this report are submitted to the U.S. Department of Education. This report is provided in compliance with the Disclosure of Campus Security Policy and Campus Crime Statistics Act (also known as the Clery Act) and the associated amendments including the Violence Against Women Reauthorization Act (VAWA). Rowan University is committed to providing a safe and secure environment for all students, faculty, staff, and visitors.

Unless otherwise noted the information and policy statements provided in the Annual Security and Fire Safety Report is applicable to all Rowan University campuses.

Information for the campuses of Rowan University:

- Glassboro (Main)
- West Campus (South Jersey Technology Park)
- Cooper Medical School Rowan University (CMSRU)
- Camden Academic Building (RUCAB)
- Rowan-Virtua School of Osteopathic Medicine - Stratford (Rowan-Virtua SOM-Stratford)
- Rowan-Virtua School of Osteopathic Medicine - Sewell (Rowan-Virtua SOM-Sewell)

Clery "Separate Campuses":

- Rowan University at Rowan College at Burlington County
- Rowan University at Rowan College South Jersey-Gloucester

The Annual Security and Fire Safety Report provides many resources and links to online material, which were current as of the time of the release of this report. Due to upgrades and changes to websites, links may change over time. If so, please refer to the Rowan University's main web page.

Anyone, including prospective students and employees, may obtain a paper copy of the Annual Security and Fire Safety Report by stopping by the Department of Public Safety Office at Bole Hall Annex, 201 Mullica Hill Road, Glassboro, NJ 08028 or requesting a mailed copy by calling (856) 256-4562 or emailing [cleryact@rowan.edu](mailto:cleryact@rowan.edu). This report is also available online for review at the Department of Public Safety website at: [https://sites.rowan.edu/publicsafety/docs/annual\\_security\\_report.pdf](https://sites.rowan.edu/publicsafety/docs/annual_security_report.pdf)

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## History and Questions about the Clery Act

The Jeanne Clery Act, a consumer protection law, requires all colleges and universities who receive federal funding to share information about crime on campus and their efforts to improve campus safety as well as inform the public of crime in or around university facilities. This information is publicly accessible through the University's website and Annual Security and Fire Safety Report. The Clery Act was named in memory of a student, Jeanne Clery, who was murdered and raped in her dorm room at Lehigh University in 1986. Her attacker was also a student at the University whom Jeanne did not know prior to the attack. Her parents championed laws requiring the disclosure of campus crime information, and the federal law that now bears their daughter's name was enacted in 1990. The Clery Act requires colleges and universities to keep records and report on the nature, date, time, and place of crimes occurring on campus, including hate crimes. It also prescribes several security-related protocols for emergency response procedures, timely notifications for on-campus crimes and missing students, fire incident reporting, and the like. It is one of the most frequently modified sections of the Higher Education Act since signed into law in 1990. The Act provides current and future students, their families and university staff, as higher education consumers, with accurate, complete, and timely information about safety on campus so they can make informed decisions. Choosing a college or university is a major decision for students and their families. The issue of campus safety is a vital concern, which drives this nationwide law. In essence, the law requires colleges and universities to collect, report and disseminate crime information to the campus community with the goal of maintaining a safe environment for students to learn, faculty to teach and staff and administrators to work by increasing the awareness of crimes committed on campus.

The Clery Act Appendix for FSA (October 2020): This Appendix to the Federal Student Aid Handbook was developed by the U.S. Department of Education to assist postsecondary institutions in meeting the campus safety and security requirements of the Higher Education Act of 1965, as amended. The Appendix replaces the 2016 Handbook for Campus Safety and Security Reporting, which has been rescinded. Other than the statutory and regulatory requirements included in this document, the contents of the new Appendix do not have the force and effect of law and are not meant to bind the public. The document is intended only to provide clarity to the public regarding existing requirements under the applicable statutory and regulatory provisions. <https://www2.ed.gov/admins/lead/safety/cleryappendixfinal.pdf>

Rowan University Clery Act Policy: *Compliance with Clery Act Policy, PS:2021:02, 5-14-21*  
<https://confluence.rowan.edu/display/POLICY/Clery+Act+Policy>

For any questions regarding Clery Act compliance, feel free to contact the Associate Director for Clery Compliance, (856) 256-4562, [cleryact@rowan.edu](mailto:cleryact@rowan.edu).

## Preparation of the Annual Security Report and Disclosure of Crime Statistics

The Rowan University Department of Public Safety's Clery Compliance Office prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The process includes collecting statistics obtained from multiple sources and then reporting them to the Rowan University community by October 1<sup>st</sup>. The report is compiled using information maintained by the Rowan University Department of Public Safety (Police Department), by other University offices such as the Office of Student Equity and Compliance, Residential Learning and University Housing, Office of Community Standards (Student Conduct), Campus Security Authorities (CSAs) and information provided by local law enforcement agencies surrounding the University's campuses. These agencies are municipal law enforcement which include the Glassboro, Camden County, Harrison Twp., Mantua Twp., and Stratford Police Departments as well as other county and state law enforcement agencies. Crime statistics reported by any of these sources are recorded in the calendar year in which the crime was reported. An annual written request for statistical information is made to designated non-police reporting officials at the University known as Campus Security Authorities (CSAs). The University has a Clery Act Committee comprised of representatives from key departments and campuses at Rowan. The Department of Public Safety, in conjunction with the Offices of the Vice President for Student Life and Dean of Students, Residential Learning and University Housing, Office of Student Equity and Compliance and General Counsel share the responsibility for this report at Rowan University.

Each of these University offices provides updated policy information and data. All statistics are gathered, compiled, and reported to the University community via the published Annual Security and Fire Safety Report by the Rowan Department of Public Safety (DPS). The Department of Public Safety submits the annual crime statistics published in this report to the U.S. Department of Education. This statistical information is also available to the public through the U.S. Department of Education website.

On a semesterly basis enrolled students and current employees of the University are notified via email by the Department of Public Safety of the Annual Security and Fire Safety Report. This “Notice of Availability” of the Annual Security and Fire Safety Report is distributed by October 1<sup>st</sup> to all members of the Rowan University community. The email message provides an overview of the Annual Security and Fire Safety Report, the address for the Rowan Department of Public Safety website where the report can be obtained on-line and how a hard copy “printed version” can be obtained. This information is also made available through multiple campus sources, such as postings, campus newspaper ads, speaking presentations and other venues. The Annual Security and Fire Safety Report contains information regarding campus security and personal safety including topics such as: crime prevention, public safety authority, crime reporting policies, fire safety, disciplinary procedures and other matters of importance related to security on campus. The report also contains information about fire statistics in Rowan University Residential Facilities and crime statistics for the three previous calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by the University; and on public property within, or immediately adjacent to and accessible from the campus.

### **Web Page Resources Links**

#### University Campuses

Glassboro Campus - <http://www.rowan.edu/home/>

West Campus (South Jersey Technology Park) - <http://sjtechpark.org/>

Cooper Medical School of Rowan University - <http://www.rowan.edu/coopermed/>

Rowan University Camden Academic Building

<https://sites.rowan.edu/student-success/global-learning-and-partnerships/camden/>

Rowan-Virtua School of Osteopathic Medicine - Stratford - <https://som.rowan.edu/>

Rowan-Virtua School of Osteopathic Medicine -Sewell – <https://som.rowan.edu/oursom/campus/sewell/>

#### Policies/Other Important Resources Links

Site to search policies: <https://confluence.rowan.edu/display/POLICY/Home>

Important Consumer Disclosures: <https://sites.rowan.edu/consumer-disclosures/>

Office of Employee Equity: <https://sites.rowan.edu/equity/index.html>

Employee HR Policies: <https://sites.rowan.edu/hr/policies/index.html>

Office of Student Equity and Compliance (Title IX): <https://sites.rowan.edu/diversity-equity-inclusion/titleix/index.html>

- Policies: <https://sites.rowan.edu/osec/titles/ix/ix-policies.html>
- Sexual Assault/Domestic Violence Prevention Videos: <https://sites.rowan.edu/osec/titles/ix/resources/ix-videos.html>
- Reporting Sexual Misconduct: <https://sites.rowan.edu/diversity-equity-inclusion/departments/osec/titleix/ix-reporting.html>
- Resources for Victims: <https://sites.rowan.edu/osec/titles/ix/resources/>

Student Code of Conduct: <https://confluence.rowan.edu/display/POLICY/Student+Code+of+Conduct>

Alcohol and Other Drugs Policy: <https://confluence.rowan.edu/display/POLICY/Alcohol+and+Other+Drugs+policy>

Student Off-Campus Conduct Policy: <https://confluence.rowan.edu/display/POLICY/Off-Campus+Conduct>

Good Samaritan Policy: <https://confluence.rowan.edu/display/POLICY/Good+Samaritan+policy>

CMSRU Student Handbook: <https://cmsru.rowan.edu/students/files/handbook.pdf>

Rowan-Virtua SOM Student Handbook: <https://som.rowan.edu/documents/studenthandbook.pdf>

RUCAB /Rowan Global Handbook: <https://sites.rowan.edu/student-success/graduate-student-information/graduate-policies.html>

### Departments and Other Resources

Campus Security Authority (CSA): <https://sites.rowan.edu/publicsafety/clery/csa/index.html>

Campus Security Authority “Delayed” Incident Report Form: [CSA Reporting Form](#)

Community Standards: <https://sites.rowan.edu/communitystandards/>

- Violation/Complaint Report Form: [https://sites.rowan.edu/communitystandards/report\\_violations/index.html](https://sites.rowan.edu/communitystandards/report_violations/index.html)

Disruptive Behavior/Workplace Violence:

<https://confluence.rowan.edu/display/POLICY/Disruptive+Behavior+and+Workplace+Violence+Policy>

Facilities Department: <http://www.rowan.edu/adminfinance/facilities/ehs/>

Healthy Campus Initiatives: <http://www.rowan.edu/open/studentaffairs2/hci/>

Student Affairs: <https://sites.rowan.edu/studentaffairs/index.html>

Residential Learning and University Housing: <https://sites.rowan.edu/housing/>

- Policies: <https://confluence.rowan.edu/display/POLICY/Student+Housing+Policies>

Student Health: <https://sites.rowan.edu/wellness/health/index.html>

Wellness Center: <https://sites.rowan.edu/wellness/index.html>

Student Organizations: <https://sites.rowan.edu/studentactivities/> & <https://sites.rowan.edu/sga/>

Travel-Off Campus/Academic Space Use Clery Reporting Form: <https://docs.google.com/forms/d/e/1FAIpQLScY-JMsJ4xK4dYQMKM-j6aR928RSi0zAGGRpnhA4VLtbLGw6Q/viewform>

### **Directory of Key Contacts**

#### Emergency

For Police-Fire-Medical Emergencies: Call 4911 or 911

A one-touch dialing feature is also available on eligible university phones on the Glassboro Campus for Police, Fire or Medical emergencies only.

#### Non-Emergency

Public Safety Dispatch Center-All Campuses (856) 256-4922

Parking Services (856) 256-4575

Professional Standards (856) 256-4922

Crime Prevention (856) 256-4922

Clery Act Compliance (856) 256-4562

CMSRU (Camden)-Security Office (856) 361-2880/2881

Office of Emergency Management (856) 256-4922

RUCAB (Camden)-Security Office (856) 361-2992/2991

Public Safety Administrative Office (856) 256-4568

Rowan-Virtua SOM – Stratford - DPS Office (856) 566-6033

Rowan-Virtua SOM – Sewell – RCSJ Security Office (856) 681-6287 (Mon.-Fri. 7am-10:30pm & Sat. 7am-4pm)

#### Campus Services

Community Standards (856) 256-4242

Student Health Services/Wellness Center (856) 256-4333

Counseling and Psychological Services (856) 256-4222

Student Equity and Compliance/Title IX Coordinator (856) 256-5440

Dean of Students Office-Glassboro (856) 256-4283

Veteran Affairs (856) 256-4233

Facilities (856) 256-4650

Victim Advocacy (856) 256-4283

Fire Safety Environmental Health & Safety (856) 256-5105



Student Affairs-CMSRU (856) 361-2850  
Greek Organizations (856) 256-4042  
Academic and Student Affairs-Rowan-Virtua SOM (856) 566-6972/6740  
Legal Assistance (Office of Student Govt.) (856) 256-4540  
Dean's Office-Rowan-Virtua SOM (856) 566-6995  
Residential Learning and University Housing (856) 256-4266  
Student Services and Financial Aid-Rowan-Virtua SOM (856) 566-6008  
Student Services and Financial Aid-Glassboro (856) 256-4250  
Student Services-RUCAB (856) 361-2900

#### Additional "Need to Know" Resources

**Emergency Counseling:** Rowan's Counseling and Psychological Services provides emergency services available to students through the Wellness Center on the Glassboro campus. A counselor is available Monday through Friday during regular office hours for emergency walk-ins. Visit the Wellness Center and ask to speak with someone immediately, for mental health crisis call (856) 256-4333. After regular business hours, a counselor is available for emergencies through Public Safety. Just call (856) 256-4911 or call (856) 256-4333 and press the number 3 and ask to speak with the Counselor on Call. If you or someone you know is thinking about suicide you may use these resources or call 911, visit your nearest emergency room or call the National Suicide Hotline: #988 988lifeline.org.

**Services Empowering the Rights of Victims (SERV):** Referrals are made, as needed from Counseling Services to additional resources, such as Services Empowering the Rights of Victims (SERV), another 24-hour hotline (866) 295-7378 that provides free counseling, access to advocacy and support to victims of sexual assault and dating/domestic violence. An on-call counselor staffs it around the clock.

**Confidential Counseling for Employees:** Employees may contact the New Jersey EAS Service directly at (866) 327-9133. If an employee needs assistance, Human Resources may be reached at (856) 256-4134. The Office of Employee Equity is responsible for employee complaints related to discrimination, disruptive behavior/workplace violence, accommodation requests and search compliance. <https://sites.rowan.edu/equity/>

**Integrity Hotline:** The University maintains an anonymous reporting service of abuse and harassment violations at the University through an independent provider. Called the Integrity Hotline (or "Whistleblower Hotline"), reports can be given over the web or to a confidential telephone number; and the independent provider then provides electronic reports to university personnel for response. The Hotline is accessible by telephone at (855) 431-9967 or website: <https://rowan.alertline.com/gcs/welcome>

**Crisis Information on Rowan websites:** Can be found on the Yellow Box ! button which allows immediate access to information that may be needed in times of crisis. <https://sites.rowan.edu/deanofstudents/handbook.html>

**Sexual Assault Student Policy/Procedures:** How Rowan responds to Title IX student sexual assaults policies and procedures are available online at: <https://sites.rowan.edu/osec/>

**Protecting Minors Policy:** Rowan University is committed to providing a safe environment for all minors (individuals under the age of 18) who participate in Rowan sponsored programs and activities. A safe environment includes, but is not limited to, the absence of any type of neglect or abuse. Therefore, Rowan has a formal Protecting Minors Policy in support of its commitment to provide a safe environment and promptly report any suspected cases of abuse (Please note, other than the mandatory reporting requirements of the policy, the policy does not apply to Rowan's traditional academic activities involving enrolled students who are under the age of 18). Reporting Minor Abuse: All adults (18 years of age or older) who suspect a minor has been subject to abuse or neglect are required by New Jersey law (NJSA 9:6-8.10) to report the suspected abuse. Reports of child abuse should be made immediately, and can be done anonymously, to the Rowan Department of Public Safety at (856) 256-4922 and to the New Jersey Division of Child

Protection and Permanency at 1-877-NJABUSE (1-877-652-2873). Anonymous reports can also be made through the 24-hour Integrity Hotline (855) 431-9967, or via the web at: <https://rowan.alertline.com>

**Healthy Campus Initiatives:** The Office of Healthy Campus Initiatives (HCI) is committed to educating the Rowan University community about making healthy choices and decisions regarding their personal wellness that will enhance the college experience. HCI uses evidence-based practices to reach students, faculty, and staff through the development of initiatives and interactive programs to keep the Rowan community informed of current health trends. Students are encouraged to take an active part in their own personal health as well as the health of the campus. Working in collaboration with other Student Life and academic departments on the Rowan campus allows for a multi-faceted approach to prevention and health promotion.

<https://sites.rowan.edu/wellness/hci/index.html>

**RU a Lifesaver** is a suicide prevention program that focuses on reducing the stigma of mental health concerns as well as increasing help-seeking behavior. <https://sites.rowan.edu/wellness/hci/rualifesaver/index.html>

**Green Dot** is a bystander intervention program aimed to reduce power-based personal violence on our campus.

<https://sites.rowan.edu/sexualviolenceresponse/index.html>

**Alcohol-Wise** is part of Healthy Campus Initiatives overall alcohol and other drug education program.

<https://sites.rowan.edu/wellness/hci/alcohol-wise.html>

**Healthy Campus Initiatives** does several events and programs focused on mental health, healthy relationships, and stress reduction throughout the year. Find out more information.

<https://sites.rowan.edu/wellness/hci/mentalhealthinformation/index.html>

**Rowan Thrive** is our community's commitment to help each person cultivate well-being throughout life's journey of highs and lows. Rowan Thrive is a toolkit for developing a mindset, actions and behaviors that will help build a life of purpose, resilience, and engagement. Rowan Thrive is designed to help students live according to their values, maximize potential and find their best self. <https://sites.rowan.edu/studentaffairs/initiatives/well-being/index.html>

### **Clarification Information about Rowan University Operations at County Colleges**

There are two county colleges bearing the Rowan name: Rowan College at Burlington County (RCBC) and Rowan College South Jersey (RCSJ) created in July 2019 (formerly Rowan College at Gloucester County and Cumberland County College). Each Rowan College is its own autonomous institution of higher education, with its own administration, rules, and governing board, each independent of Rowan University. The respective Public Safety/Security Departments at these campuses have the responsibility for the safety and security of students, visitors, and faculty/staff at their campuses. The Rowan University Department of Public Safety does not share any of that responsibility. All criminal activity, suspicious activity, and other emergencies on the RCBC or RCSJ campuses should be reported directly to that specific college's Public Safety/Security Department, in accordance with the procedures at those institutions. Not to the Rowan University Department of Public Safety (unless the reporting person is a designated Rowan University Campus Security Authority (CSA) at those colleges, Information on safety and security at these colleges can be found in their Annual Security Reports and web pages. Please contact their respective offices for further information, to include their emergency notification process and alerting system for their campuses and how to register.

<https://www.rcbc.edu/publicsafety>

<https://www.rcsj.edu/security/gloucester/services>

The Rowan University's Department of Public Safety will only collect Clery Crime statistical data on Rowan University "space under university control" at these county colleges and will not provide immediate public safety services as outlined above. Rowan University may offer university courses in buildings at those host colleges, for Rowan students, conducted by Rowan faculty, with a Rowan administrator present on that campus, leading to a Rowan University degree.

In those cases, Rowan University would be responsible to report Clery Act reportable crime incidents in only the space under the “university’s control” to include classrooms and space shared with the host institution. Rowan University is responsible for reporting crimes that occur in that specific space during those times. For reporting purposes this space would be designated as a “separate campus” under the Clery Act. Rowan University students at Rowan courses at these campuses, in space “under control” of Rowan University, considered separate campuses would follow the University policies, etc. as explained in this report.

**Rowan University at Rowan College at Burlington County:** For reporting purposes under the Clery Act criteria is designated as a “separate campus.” For immediate Public Safety services, please contact Public Safety at Rowan College at Burlington County if attending a Rowan University course on this campus (856) 222-9311, extension 2100, Mt. Laurel Police Department is the responding police agency-(856) 234-8300 or Call 911 if it is an emergency.

**Rowan University at Rowan College South Jersey- Gloucester:** For reporting purposes under the Clery Act criteria is designated as a “separate campus.” For immediate Public Safety services, please contact Public Safety at Rowan College South Jersey-Gloucester if attending a Rowan University course on this campus (856) 681-6287, on campus extension 4444, the responding police agencies are the Deptford Twp. Police Department-(856) 845-2220 and Gloucester County Sheriff’s Department (856) 415-2200 or Call 911 if it is an emergency.

**Rowan-Virtua School of Osteopathic Medicine - Sewell:** Opened in April 2021, (a new expansion campus at Sewell, on the campus of Rowan College of South Jersey-Gloucester). Note: For reporting of 2022 crime statistics, Rowan-Virtua School of Osteopathic Medicine –Sewell does not meet the definition of a separate campus under the Clery Act criteria. For immediate Public Safety services, please contact Public Safety at Rowan College South Jersey-Gloucester (856) 681-6287 (M-F 7am-10:30pm & Sa 7am-4pm) on campus extension 4444, the responding police agencies are the Deptford Twp. Police Department (856) 845-2220 and Gloucester County Sheriff’s Department- (856) 415-2200 or Call 911 if it is an emergency.

Alerts at Rowan University at Rowan Colleges: Rowan University students attending (RCBC and RCSJ) should contact the RCBC and RCSJ Public Safety Departments and request access also to those specific institutions’ emergency notification system for alerts (timely warnings/emergency notifications) for those independent college campuses.

## **Department of Public Safety**

### Overview

The Rowan University Department of Public Safety provides proactive, community focused, professional services to all the Rowan University campuses. Public Safety is comprised of University Police and Security officers who cover the Glassboro (Main and West) and Stratford campuses. University Security officers are only assigned to the Camden campuses. The Department consists of approximately 120 employees and 20 student workers across four service sections: University Police and Emergency Service, Security Service Patrols, Communications, Parking Service and Administration Support, to include Clery Act Compliance.

The University Police Department has achieved accreditation through the Commission on the Accreditation of Law Enforcement Agencies (CALEA <https://www.calea.org/>), which administers a rigorous accreditation process whereby law enforcement agencies must adhere to over 459 standards, codes, and state-of-art practices. The police department was the first university in State of New Jersey to receive this prestigious recognition and one of a small group in the nation. In March 2021, the department was reaccredited.

In July 2021 the department was reaccredited, with the designation of excellence, “Accreditation as a Campus Public Safety Department” by the International Association of Campus Law Enforcement Administrators (IACLEA <https://www.iaclea.org/>). The standards of the IACLEA accreditation program are intended to reflect the best professional practices for campus public safety agencies. Rowan Public Safety officers were also the first in a university department in New Jersey to wear body cameras.

### University Police Arrest Authority

Rowan University police have the authority to enforce State laws, local ordinances, and University policies. University police are armed commissioned police officers with full arrest powers in New Jersey, on and off campus. They are graduates of New Jersey Police Academies and undergo continuing training to upgrade their skills and abilities. They provide police services to the university community and work with area police departments to provide a safe living and learning environment. The Campus Police section provides patrol, investigative, and crime prevention services. The officers patrol the campus on foot, mountain bikes and cars equipped with computers and radio communication systems.

### University Police Jurisdiction

Rowan University police patrol jurisdiction covers the following assigned campuses (Glassboro and West Campus/South Jersey Tech. Park and Rowan-Virtua SOM-Stratford). Campus Police Officers do have arrest powers outside of their campuses. University police not only patrol their assigned campuses but, also patrol roads that intersect, border, and run through these campuses. On occasion University Police may be called upon through mutual aid to assist local communities. They may also respond into the surrounding community to assist local police with University related issues and for crime preventive patrols. According to Public Safety General Orders, Public Safety Security Officers have no arrest powers and patrol the specific campuses for which they are assigned. They can only temporarily detain and must turn custody over to a police officer to effect a formal arrest. Public Safety Security Officers have authority to enforce University policies.

### **Rowan University Police do not patrol the following campuses.**

Camden Campuses: At Rowan University Camden Academic Building (RUCAB) and Cooper Medical School of Rowan University (CMSRU) the Camden County Police Department have police patrol jurisdiction. Camden County Sheriff's Department respond to police calls at the CMSRU Parking Garage. Rowan University security (non-police) patrol these campuses and is responsible for security. Note: See next section "Law Enforcement Relationships with Other Agencies" for further information. Camden County Police: Call 911 or (856) 757-7400 Camden County Sheriff's Department: Call 911 or (856) 225-5470 (non-Emergency)

Rowan University at Rowan College at Burlington County: The Mt. Laurel Police Department has police patrol jurisdiction. Rowan College at Burlington County security (non-police) patrols the college and is responsible for security. Mt. Laurel Police: Call 911 or (856) 234-8300

Rowan University at Rowan College South Jersey-Gloucester and Rowan-Virtua School of Osteopathic Medicine-Sewell: The Deptford Twp. Police Department and the Gloucester County Sheriff's Department have police patrol jurisdiction. Rowan College South Jersey security (non-police) patrols the college and is responsible for security. Gloucester County Sheriff's Department: Call 911 or (856) 415-2200, the Deptford Twp. Police Department: Call 911 or (856) 845-2220.

### Law Enforcement Relationships with Other Agencies

Rowan has a written Memorandum of Understanding with the Glassboro and Stratford Police Departments which governs the relationship between Rowan and those police departments. Rowan Public Safety has primary jurisdiction for all law enforcement services, including the investigation of criminal incidents, on all Rowan owned, operated, and controlled property. Currently, Rowan University does not have a Memorandum of Understanding with the Harrison Twp. and Mantua Twp. Police Departments and the Camden County Police and Camden County Sheriff's Department at the Camden campuses. As pointed out, the Camden County Police Department has police patrol jurisdiction of the Camden campuses. "Mutual aid" agreements are involved with all police agencies. These agencies work closely together with the Rowan University Department of Public Safety, coordinating patrols, participating together on various criminal investigations, and sharing information.

The Department also works cooperatively with the New Jersey State Police, Gloucester, and Camden County Prosecutor's Offices and related federal, state, county, and municipal law enforcement agencies. Rowan University Police Department communicates with local law enforcement at the scene of incidents that occur in and around the

campus areas. Annually, the Department of Public Safety collects, reviews, and compiles crime statistics from local law enforcement agencies with jurisdiction within Rowan's Clery geographic areas, for Clery Act reporting purposes.

#### Monitoring and Reporting of Criminal Activity (Other Agencies)

Currently, there are no officially recognized student organizations with non-campus housing facilities, buildings, or property locations. Many students live off campus (not university housing) in the communities surrounding Rowan University. At Rowan there are no non-campus housing facilities owned, leased, or operated by affiliated student organizations. Houses may be leased by individuals and groups of individuals as co-signors, but their organizations are not the leaseholder. Criminal activity in which students engage in off campus may be monitored by local police. Rowan Department of Public Safety works with these agencies and departments to share information and collect applicable criminal statistics and information for reporting and follow up purposes. These departments routinely communicate and share information with the Department of Public Safety, as well as the Dean of Students Office, regarding criminal activity in these surrounding areas. When assigned, Rowan University police officers may make preventive patrols in Glassboro to assist local police in areas generally frequented by students and related to the University. Annually, the Rowan University Public Safety collects, reviews, and compiles Clery crime statistics from local law enforcement agencies with jurisdiction at non-campus defined locations. This data is made part of this report and reported to the Department of Education as required by the Clery Act.

#### Security Section

Security is a staff of non-sworn officers who have authority to enforce University policies. Security Officers do not have arrest authority and are responsible for various functions for the campuses to which they are assigned. They are responsible for buildings and grounds security, special events planning, and parking control and enforcement. Security patrols provide services for the Glassboro, South Jersey Technology Park (West Campus), Cooper Medical School of Rowan University, Camden Campus, Rowan-Virtua SOM-Stratford, and Rowan-Virtua SOM-Sewell. They also monitor the campus-wide emergency phones on the Glassboro and Rowan-Virtua SOM campuses. Rowan University Public Safety security officers (non-police) have patrol jurisdiction only on each respective campus which they are assigned. In addition, to the Bole Annex Main Office, on the Glassboro Campus, the Department of Public Safety also maintains offices at CMSRU, RUCAB and Rowan-Virtual SOM-Stratford.

#### Campus Safety and Emergency Services Section

The Safety Section is responsible for the 24-hour dispatch center, safety programs and education, HAZMAT response, alarm systems, and emergency operations. The Department of Public Safety Communications Center, located in Bole Annex, Glassboro Campus handles dispatching for all Rowan campuses, (except RU at RCBC and RCSJ as noted). The Communications Center was enhanced in 2020 with new equipment and extensive upgrades to better serve the growing campuses.

#### Investigations Section

The Rowan University Detective Bureau is staffed by specially trained police officers who are responsible for the investigation of all criminal acts reported to the Rowan University Department of Public Safety and on the University's campuses. A detective is on call twenty-four hours a day, seven days a week in the event a major crime occurs on campus. The detectives conduct follow-up investigations to detect and apprehend criminal offenders. In addition to their investigative duties, detectives maintain property and evidence, monitor the crime tip hotline, and provide information of the many resources offered by Rowan University. Detectives are trained in many areas such as Major Crime Investigation, Crime Scene processing and management, Intelligence Sharing, Gang Awareness, Bias Crime, Sexual Assault and Narcotics Investigations and Identification.

To provide any information that may assist in an investigation, please contact the anonymous crime tip line at (856) 256-7428. Please provide as much information as possible, such as crime date, time of incident, suspect's name, and/or location. All information will be kept confidential.



#### Detective Bureau Contact Information:

Lieutenant Frank Davey, (856) 256-4996, daveyf@rowan.edu

Detective Sergeant Kevin Fennal, (856) 256-4991, fennal@rowan.edu

Detective Sergeant Greg Farrar, (866) 256-4563, farrarg@rowan.edu

Investigator Laura Gage, (856) 256-4564, neale@rowan.edu

#### **Security and Access to Campus Facilities**

During normal business hours, academic and administrative facilities are open (generally depending on the site, 7am–10pm) and accessible to the public. To promote personal safety and the protection of property, campus facilities are secured after business hours according to established schedules set by Public Safety and the department controlling the location. Entry into secured areas requires written approval from the controlling department head and notification to the Public Safety Department. Officers conduct routine patrols of academic and administrative facilities to monitor security related matters. All members of the University community should always carry their Rowan identification cards with them, as they may be requested to present them by a university official/administrator, public safety officer or staff members. Failure to do so may result in university disciplinary action.

**Glassboro and West (South Jersey Technology Park) Campuses security and access controls include:** The Department of Public Safety provides service to all campus residence and apartment complexes on a 24-hour basis. During the fall and spring terms, the Student Patrol program provides additional services to resident facilities and grounds during evening and night hours on the campus in Glassboro. Services include patrols to the housing complexes and personal safety walking escorts. These officers have the responsibility ensuring that exterior doors are kept locked and are not propped open. They do not enter individual rooms or apartments, except in the event of an emergency, a fire alarm, or when asked.

**Campus residence facilities:** (Only located on the Glassboro campus) are restricted to residents and invited guests. Accordingly, the exterior doors of residence halls are kept locked, and residents must use their assigned key or card access to enter. Residents of apartment complexes are strongly encouraged to keep their exterior doors always locked. Anyone who is found attempting to override the security measures is subject to sanctions through the Student Conduct System. Residence halls have lights on the outside entrances and windows have locking devices. Some residence halls have security screens on the ground level windows. The University utilizes cameras at locations for the safety and security of the campus community. Campus-wide emergency phones are available on the Glassboro (and Rowan-Virtua SOM campuses). Security and Campus Police are proactive in patrolling the campus and the surrounding perimeters to enhance security and safety on both the Glassboro and West (South Jersey Technology Park) Campuses.

#### **Additional information on Security and Access at these campuses**

Cooper Medical School of Rowan University (CMSRU)

- Security lighting on building.
- Camera surveillance system is utilized on interior and exterior of building and parking garage.
- Safety escorts are provided by Security Officers by vehicle or on foot.
- Emergency Call Boxes are available on each floor and in elevators.
- CMSRU is not open to the public. Security Officers staff the building 24 hours a day, seven days a week, year-round.
- Access controlled by Security Officers at entry desk during business hours/swipe card system after hours.
- Students must always wear Identification badges on CMSRU campus.
- Security Officers patrol interior and exterior of the building and parking garage, along with certain fixed posts.
- Camden County Police and Camden County Sheriff's Department patrol the exterior of the building and the rest of the Camden Health Sciences building. Camden County Sheriff's Department respond to calls for service at the parking garage.
- Admittance to parking garage will be by Camden County Improvement Authority issued electronic device.

#### Rowan University Camden Academic Building (RUCAB)

- Camera surveillance system is utilized on the exterior and interior of building.
- Safety escorts offered by Security by vehicle and on foot.
- Security officers staff the building 24 hours a day, year-round.
- Building is closed overnight and on weekends.
- Emergency call boxes on each floor and in elevators.
- Access controlled by officers at front desk during business hours.
- Access controlled by swipe cards after hours.
- Security Officers patrol interior and exterior of the building.
- Camden County Police Department patrol exterior of the building.

#### Rowan-Virtua School of Osteopathic Medicine (Rowan-Virtua SOM) – Stratford

- Campus parking and walkways are lighted with overhead lights.
- Most interior doors are locked by using keys.
- Safety escorts are provided by University Police.
- Exterior doors to buildings are controlled by card swipes/certain interior doors have card access.
- Parking permits are utilized and displayed within the vehicle.
- Campus patrols are conducted by University Police Officers utilizing vehicles, bicycle, and foot patrols in and outside of the buildings and around the campus community.
- Security Officers patrol the interiors of the buildings.
- Emergency call boxes on campus.

#### Rowan-Virtua School of Osteopathic Medicine (Rowan-Virtua SOM) – Sewell

- Campus parking and walkways are lighted with overhead lights.
- Most interior doors are locked by using keys.
- Exterior doors to building are controlled by card swipes/certain interior doors have card access.
- Parking permits are utilized and displayed within the vehicle.
- Security Officers patrol the interiors of the building.
- Emergency call boxes on each floor and in elevators.

#### Maintenance of Campus Facilities

The Department of Public Safety works closely with the Facilities Department at all campuses to maintain a safe environment and reports unsafe conditions to the department. Patrols are regularly conducted by Public Safety on all Rowan campuses, checking for security and safety concerns as explained previously in this section. University Police, Security and Student Patrol do report security related problems and concerns. Members of the university are encouraged to report lock problems, lighting problems, or other security concerns or unsafe conditions as soon as possible to Public Safety or Facilities depending on the problem.

**For Maintenance Emergencies:** Emergencies are situations described as causing threat to life or property such as leaks, power outages, unusual odors, no heat, broken windows, unsecured doors, etc. call Public Safety at (856) 256-4922 immediately. On the Rowan-Virtua SOM-Stratford campus: Call (856) 566-6032

<https://som.rowan.edu/oursom/campus/facilities.html>.

**Non-emergency work requests:** Log onto RowanWorks and submit a work order.

<http://www.rowan.edu/adminfinance/facilities/servicerequests/Maint.html>

#### **Reporting Criminal Activity and Emergencies**

Rowan University encourages all campus community members and guests to immediately and accurately report all crimes, suspicious activity, and emergencies directly to the Rowan Department of Public Safety, (except at Rowan

College at Burlington County or Rowan College of South Jersey). This is especially important if the victim of a crime elects not to or is unable. This is also important for the purposes of assessing the incident for distributing a timely warning or emergency notification and for disclosure in the annual crime statistics. Additionally, as outlined below, the University has also identified a list of primary campus security authorities (CSA) or preferred receivers of reports to whom crimes can be reported.

Primary Campus Security Authorities (CSA) or Preferred Receivers of Reports:

- Call Rowan Public Safety by dialing (856) 256-4911 or on-campus x4911
- Report in person to Rowan Public Safety Office at Bole Hall Annex, 201 Mullica Hill Rd., Glassboro NJ
- Crimes or emergency situations can be reported by dialing 911
- Sex offenses and other incidents of sexual or relationship violence can also be reported to the University's Title IX Coordinator, by dialing (856) 256-5440 or on-campus x5440, or in person at the Office of Student Equity & Compliance, 333 Savitz hall.
- Contact the Human Resources Office by dialing (856) 256-4134 or on-campus x4134
- Contact the Vice President for Student Life and Dean of Students by dialing (856) 256-4283 or on-campus x4283, or in person at 339 Savitz hall.

### How to Report

For Police, Fire or Medical Emergencies Call 911. The caller will be connected to the appropriate emergency response center in each county - Gloucester County and Camden County Communication Centers. The Rowan Public Safety Department Communications Center has a direct link to each County's 911 Center and will be advised of the emergency. Criminal activity, emergencies and public safety problems on each campus can be reported directly to Public Safety by any student, employee or visitor, 24 hours a day, by calling 911 directly. For non-emergency-general business, call (856) 256-4922 or the number for that specific campus.

The following exceptions for Public Safety/Police Services:

- Rowan College at Burlington County: The contact at that campus is the Rowan College at Burlington County Public Safety and the Mt. Laurel Police Dept.
- Rowan University at Rowan College South Jersey-Gloucester: The contact at that campus is the Rowan College South Jersey Public Safety, Deptford Twp. Police Dept., and Gloucester County Sheriff's Dept.

Remember when reporting an incident include as much of the following information as possible, including, but not limited to:

- Location of emergency (you should also indicate that you are at Rowan University as part of your location and your telephone number)
- Nature of the emergency (medical, police, etc.)
- Status of the emergency condition (i.e., in progress or completed)
- Report Need for medical or other assistance.
- Any immediate threat(s) to life
- Description, location, or direction of travel of suspect(s), description of motor vehicle(s) involved, presence of weapons.
- Any danger to emergency responders
- Please remain on the telephone until the dispatcher has disconnected.

### Other Reporting Resources

Emergency Phones: The Glassboro and Rowan-Virtua SOM campuses have emergency phones placed at strategic locations throughout the campuses. For assistance-push the button, which will connect you to the Department of Public Safety Communication Center. Emergency Phone locations on the Glassboro Campus can be found at:

[https://sites.rowan.edu/publicsafety/\\_docs/blue-light.pdf](https://sites.rowan.edu/publicsafety/_docs/blue-light.pdf)

**Police and Security Officers:** Are always on duty, patrolling on foot or in public safety vehicles. Any campus public safety officer-security or police officer, emergency services personnel or administrator within the Department may be contacted to receive a report of criminal activity or emergencies.

**Campus Security Authorities (CSAs):** Certain circumstances may dictate that a victim or witness (students, faculty, staff, or visitor) make their initial report of a criminal offense to a designated Campus Security Authority (CSA). A Campus Security Authority includes but is not limited to professional staff members in the following offices: Dean of Students, Student Equity & Compliance, Residential Learning & University Housing, and Community Standards. Additional CSAs are academic deans and department heads, advisors to student organizations, athletic coaches, and local law enforcement agencies on duty.

When informed of a crime, Campus Security Authorities (CSAs) are encouraged to report this information accurately and promptly to the attention of Rowan Public Safety so that proper investigative action can be taken, statistical disclosures can be made and an accurate assessment of any potential ongoing threat to the University can be evaluated for potential distribution of a Rowan Alert or Rowan Timely Warning notice. In a delayed report to the CSA, reports may be made either on the CSA Reporting Form or another designated reporting form based on the nature of the incident (i.e., Sexual assault/Sexual misconduct, Harassment). Certain CSAs such as Residential Learning and University Housing staff and Public Safety officers, may submit these reports via designated incident reports.

**In-person reporting to Public Safety:** Reports can also be made in person at the Department of Public Safety offices located in Bole Annex at the Glassboro/Main Campus, University Educational Center building of the Rowan-Virtua SOM-Stratford, Security Offices at Cooper Medical School of Rowan University-CMSRU, (front desk lobby area) and at the Camden Academic Building-RUCAB, (front desk lobby area) and Rowan-Virtua SOM-Sewell (front desk lobby area).

**Reporting Under the Good Samaritan Policy:** Rowan University recognizes there are times when students or members of a university organization find themselves in a position where medical assistance is needed to ensure the proper care of a person who is significantly intoxicated, under the influence of drugs, or has been the victim of an assault. All students are expected to act first out of concern for themselves and others by contacting appropriate University personnel, i.e., a Community Assistant (CA), Community Director (CD), Residential Learning Coordinator, or Public Safety Officers to obtain emergency assistance. Under the Good Samaritan Policy, students and/or organizations that seek assistance from Public Safety or medical authorities to address a situation involving an individual who is significantly intoxicated, under the influence of drugs, or has been the victim of an assault will not be charged with a violation of the University's Alcohol and Other Drugs policy. The policy applies to both the individual who sought the assistance and the student who needed assistance if they are under the legal drinking age. (It does not apply to charges involving the sale or distribution of illegal substances). Resources such as the Office of Public Safety and Emergency Management, Residential Learning and University Housing, Student Health Services, Vice President of Student Life/Dean of Students, and the Office of Student Affairs at Rowan-Virtua SOM are available for students to seek assistance for themselves, and equally important, their fellow students. *Good Samaritan Policy, SL: 2016:03, revised 8-20-21:*

<https://confluence.rowan.edu/display/POLICY/Good+Samaritan+Policy>

**Reporting Suspicious Activity:** The University, like any other community in our nation, is at risk of terrorism or other threats to life and property. Vigilance is a key protective measure that can help reduce risk. All members of the University community, when on and off campus, are urged to be attentive to their surroundings, notice suspicious behavior or circumstances and to report their observations to authorities.

When noticing something that may be suspicious:

- Place the observation into context. Is there a plausible explanation that would account for the activity observed?
- Do not attempt to rationalize the suspicions.
- Suspicious activities on campus should be reported to the Rowan University Police Department at (856) 256-4911. If the suspicious activity is in progress and poses an immediate threat, call 911.

- Suspicious activities observed off campus should be reported to the appropriate municipal police department. Note: Contact may be made to the New Jersey State Office of Homeland Security & Preparedness (OHSP) for homeland security concerns in one of the following methods: <https://www.njhomelandsecurity.gov/>
  - 24-hour, toll-free tip line: 866-4-SAFE-NJ (866-472-3365) or Call 211
  - E-mail: [tips@njohsp.gov](mailto:tips@njohsp.gov)

Remember when reporting suspicious behavior or circumstances, be prepared to include as much of the following information as possible:

- Who? Describe who is involved in suspicious activity.
- What? Describe the suspicious activity. Indicate if there is an immediate threat to persons nearby or to responding officers (such as an unattended package, an individual acting strangely, the presence of weapons, hazardous materials, etc.).
- When? Indicate if the activity is in progress. Give the time(s) that the activities occurred.
- Where? Give the location of the suspicious activity, and the location of the suspect(s).
- Why? Indicate why the activity is suspicious. Who the target might be.

Stay on the telephone until released by the dispatcher. Follow emergency instructions and if in a position of safety, maintain observation and report developments until the arrival of emergency response personnel.

**Response to Reported Incidents:** Upon receiving a report, Public Safety will take the required action, either dispatching an officer or asking the victim to report to Public Safety to file an incident report. Arrests, if warranted, can be made by the Rowan University Police. Security officers can detain a suspected criminal under certain circumstances until police arrive. Reports of incidents are written, and information may be shared with the Glassboro Police, Stratford Police and Camden County Police or other agencies. A Department supervisor who coordinates follow-up investigations reviews all reports. Reports of stolen property, with serial numbers are entered into the National Crime Information database to facilitate recovery. All reported crimes will be investigated by the University and may become a matter of public record. Public Safety incident reports may be forwarded to the offices within the Division of Student Life, Office of Community Standards for review and for their potential action as appropriate. Public Safety investigators will investigate a report when it is deemed appropriate. If assistance is required from the local police or fire agency, Public Safety will contact the appropriate service. If a sexual assault or rape should occur, staff on the scene, including Public Safety, will offer the victim a wide variety of services.

**Voluntary/Confidential Reporting:** Some individuals may wish to confidentially report a crime, ask a question, or explore what types of victim services that are available to them. Contact the communications center at (856) 256-4922 and advise the dispatcher of the desire to speak with a police officer confidentially. Crime Tip Hotline: 856-256-7428 (can be anonymous).

A victim of a crime who does not want to pursue action within the criminal justice system or through Rowan University may still consider making a confidential report. The purpose of a confidential report is to comply with a victim's wish to keep the matter confidential, while taking steps to ensure the future safety of those involved and others. With such information, the University can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime regarding a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

### **Campus Security Authorities (CSA)**

Campus Security Authorities (CSAs) are individuals associated with the University who are mandated reporters to the Clery Compliance Office for those reported allegations of Clery Act crimes which they receive in their capacity as a CSA.



### Campus Security Authorities reporting

CSAs should report all crimes immediately and directly to the Rowan Department of Public Safety. If the crime is still happening or recently happened, or if the CSA becomes aware of a serious crime against persons or property it may warrant a review for Rowan Timely Warning or Rowan Alert mass notifications. If the crime brought to the CSA's attention was a delayed report, Campus Security Authorities must submit either a CSA Reporting Form or another designated reporting form based on the nature of the incident (i.e., Sexual assault/Sexual misconduct, Harassment). In most cases it is possible for a CSA to fulfill their responsibilities while still maintaining victim confidentiality. Campus Security Authority reports are used by the University to compile statistics for Clery Act reporting, Daily Crime log, and to help determine if there is a serious or continuing threat to the safety of the campus community that would require a mass notification (Rowan Timely Warning or Rowan Alert). However, those responsibilities can usually be met without disclosing personally identifying information. A CSA report does not need to automatically result in the initiation of a police or disciplinary investigation if the victim does not want to pursue this action.

Note: Residential Learning staff submit incident reports via the Maxient Reporting System and Public Safety via DPS system are forwarded to the Clery Compliance Office for review.

**Who are Campus Security Authorities?** Campus Security Authority (CSA) is a Clery Act-specific term that encompasses four groups of individuals and organizations associated with an institution.

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute the campus police department or campus security department.
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of the University who has significant responsibility for student and campus activities, including, but not limited to, student housing, campus judicial proceedings.
  - An official is defined as any person who has the authority and the duty to act or respond to issues on behalf of the institution.

**Some Examples of Campus Security Authorities (CSAs) at Rowan** include but are not limited to:

- Rowan University Police and Security Officers, Event Security Staff
- Deans
- Advisors
- Department Heads/Chairs/Directors
- Residential Learning and University Housing professional staff
- Student conduct staff (Office of Community Standards)
- Student Center or student extracurricular activities staff
- Director of Athletics, all athletic coaches (including part-time employees and graduate assistants)
- Faculty /Staff advisor to a student group
- Community Directors and Community Assistants
- Title IX Coordinator/Investigator
- Director of a campus health or counseling center (Wellness Center)
- Victim advocates or others who are responsible for providing victims with advocacy services, such as assisting with housing relocation, disciplinary action, or court cases, etc.
- Members of a sexual assault response team or other sexual assault advocates

Examples of individuals who would not meet the criteria for being Campus Security Authorities include:

- Faculty member who does not have any responsibility for student and campus activity beyond the classroom.
- Clerical or cafeteria staff (not supervising student workers)

### Campus "Pastoral Counselors" and Campus "Professional Counselors"

When acting as such, pastoral and professional counselors are not considered to be Campus Security Authorities (CSAs) and are not required to report crimes for inclusion into the annual disclosure of crime statistics. The pastoral or

professional counselor exemption is intended to ensure that these individuals can provide appropriate counseling services without an obligation to report crimes they may learn about. This exemption is intended to protect the counselor-client relationship. However, even the legally recognized privileges acknowledge some exemptions, and there may be situations in which counselors are in fact under a legal obligation to report a crime. They are encouraged when they deem it appropriate to inform person being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual statistics. Counselors review all options for reporting the crime to appropriate authorities (for example: Public Safety, Clery Compliance, Student Equity & Compliance-Title IX) as well as confidentially reporting the crime for statistical purposes.

- Pastoral Counselor is defined as a person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor.
- Professional Counselor is defined as a person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification. This definition applies even to professional counselors who are not employees of the institution but are under contract to provide counseling at the institution.

CSAs are identified by the function of their position, through a semi-annual review process, involving audits being conducted by database reviews and University departments of their staff. The list of CSAs is maintained by the Clery Compliance Office. Training is provided to Campus Security Authorities (CSAs) through online and in person presentations. The Department of Public Safety's Clery Compliance Officer (856) 256-4562 can assist you with any questions.

Note: CSAs under the Clery Act are not the same as "Responsible Employees" under Title IX:

Title IX is the law requiring equal opportunity regardless of gender in the educational environment.

- Title IX requires that Rowan promptly redress allegations of sexual discrimination and harassment and the law requires that "Responsible Employees" promptly report acts of harassment and discrimination that come to their attention to the Office of Student Equity and Compliance for review by the Title IX Coordinator, (856) 256-4251.

A Responsible Employee is any employee (full-time, part-time, or volunteer) who:

- has the authority to take action to redress sexual harassment.
- has the duty to report to appropriate school officials, sexual harassment, or any other student misconduct (i.e., plagiarism, alcohol/drug violations, or other student code of conduct violations); or students would reasonably believe has the authority or responsibility.

There are circumstances where a person may be a Campus Security Authority and a Responsible Employee.

For further information and any questions regarding "Title IX-Responsible Employees", please contact the Title IX Coordinator.

#### Reporting Requirements for University Student Trips and Non-Campus Academic Space Use

The Clery Act requires Rowan University to report publicly on any crimes that occur on university premises - a requirement that includes University rental properties and University sponsored trips to non-campus locations under certain circumstances. University personnel who are responsible for students on university sponsored trips (both domestic and international) are considered "Campus Security Authorities ("CSAs") under the law and are legally obligated to report those crimes. These statistics are tracked through the information provided to the Clery Compliance Office and included in the Annual Security Report and provided to U.S. Department of Education for reporting purposes. The reporting forms and instructions can be found at:

<https://docs.google.com/forms/d/e/1FAIpQLScY-JMsJ4xK4dYQMkM-j6aR928RSi0zAGGRpnhA4VLtbLGw6Q/viewform>

**“Whistleblower” Policy:** The University maintains an anonymous reporting service through an independent provider. Called the Integrity Hotline (or “Whistleblower Hotline”), reports can be given over the web or to a confidential telephone number; and the independent provider then provides electronic reports to university personnel for response. A confidential report of possible misconduct may be submitted via:

- Website: <http://rowan.edu/integrityline> Telephone: (855) 431-9967

Rowan University is committed to ethical conduct in all its operations. At the very minimum, all employees, contractors, representatives, or agents are responsible to ensure that their activities on behalf of the University, and those of their colleagues, comply with all applicable federal and state laws and Rowan University policies. To that end, all employees have a responsibility and an affirmative duty to report actual or suspected wrongful conduct, and the University has a responsibility to make sure that they can do so without fear of retaliation or reprisal. All such reports that are filed in good faith shall be accepted, kept confidential to the extent possible in conformance with applicable laws, regulations and University policies and procedures, evaluated fairly and addressed promptly and appropriately.

*Whistleblower Policy (“Reporting Compliance and Ethics Concerns”), ELO: 2014:01, revised. 1-8-21:*

<https://confluence.rowan.edu/pages/viewpage.action?pageId=59676524>

**For Employees,** Human Resources policies can also be found on the Human Resources Department webpage:

<https://sites.rowan.edu/hr/>

Additional Information on policies at these campuses:

Cooper Medical School of Rowan University (CMSRU):

- <http://www.rowan.edu/coopermed/students/files/handbook.pdf>

Rowan-Virtua School of Osteopathic Medicine (Rowan-Virtua SOM):

- <http://www.rowan.edu/som/hr/>

## **Emergency Preparedness**

### Office of Emergency Management

The Office of Emergency Management coordinates all campus emergency planning, activities, mitigation, response, and recovery efforts. This includes the development, maintenance, and approval of an Emergency Operations Plan and all training, preparation, and development of an Executive Management Team (EMT) and the Emergency Operations Team (EOT). This department is also responsible for being the primary liaison between the University and other outside municipal, state and federal agencies related to, or directly responsible for, emergency management. The Office of Emergency Management develops and maintains the Emergency Operations Plan for the University, ensures regular tests of emergency management systems are conducted and makes sure the necessary emergency services, police and security services and other support personnel are available when requested.

<https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/index.html>

Emergency Management Chain of Incident Command:

- The University President has the authority for the University's overall response to emergencies and incidents which may affect the University and its operations.
- The University President or his/her designees, in times of emergency or threat to the university community, may declare a campus emergency which may modify the University's or an individual campus' operational status as well as make available University resources and direct university operations to the incident. The size and scope of the emergency will be conveyed at the time of the declaration in accordance with the Emergency Operations Plan. Campus resources may be directed and made available to be utilized to prepare for the threat, to mitigate the incident and/or restore the University to an operational status.

- The Assistant Vice President of the Department of Public Safety and the Office of Emergency Management serves as the University's Emergency Management Coordinator, and as such, functions as the President's direct representative during public safety emergency operations. The Assistant Vice President of the Department of Public Safety and the Office of Emergency Management also has delegated authority to engage in mutual aid agreements and partnerships with responders and services to provide additional resources beyond the campus' capabilities to assist during an incident.
- The Office of Emergency Management Associate Director shall maintain, review, and ensure compliance of the Emergency Operations Plan. The Emergency Operations Center Annex Manager reports to the Associate Director of the Office of Emergency Management and provides assistance and support during any major, declared disaster or event, specifically if outside resources are required and requested.
- During an incident or heightened periods of increased risk, the Assistant Vice President of the Department of Public Safety, and the Office of Emergency Management, in consultation with the Incident Commanders, Executive Management Team members, Emergency Operations Team members, and the President, if warranted, has the authority to take the necessary steps to maintain or restore normal university operations.
- Normal day-to-day public safety duties provided on the Rowan campuses shall be the responsibility of the respective departments, after consultation with the University President, and the Assistant Vice President of the Department of Public Safety and the Office of Emergency Management.

*Office of Emergency Management-Policy DPS:2015: 03, revised. 12-7-15:*

<https://confluence.rowan.edu/display/POLICY/Emergency+Preparedness>

Priorities are:

Priority 1: Protection of Human Life

Priority 2: Support of Health, Safety and Basic Care Services

Priority 3: Protection of University Assets

Priority 4: Maintenance of University Services

Priority 5: Assessment of Damages

Priority 6: Restoration of Campus Operations

#### Rowan Emergency Preparedness Information

The Office of Emergency Management provides information about communications and basic safety procedures to use in the event of an emergency that threatens public safety. Immediately report emergency situations occurring (such as fire, explosion, storm damage, hazardous material spills, chemical odors, flooding, accidents, injuries, criminal or suspicious activities, etc.) to the Rowan University Department of Public Safety or by using a campus emergency telephone.

Non-Emergency Numbers:

- All Campuses: (856) 256-4922
- Main Campus-Glassboro: (856) 256-4922
- Rowan-Virtua SOM-Stratford: (856) 566-6033
- Rowan-Virtua SOM-Sewell: RCSJ Security – (856) 681-6287 (M-F 7am-10:30pm & Sa 7am-4pm)
- CMSRU-Camden: (856) 361-2880/2881
- RUCAB-Rowan Camden: (856) 361-2992/2991

#### General Emergency/Evacuation Procedures

In the event of an emergency such as fire, explosion, hazardous materials/waste spill or leak, or personal injury accident, Call 911 and do the following:

- Provide name and telephone number.
- Describe the location of the emergency.
- Describe the situation (i.e., smell of smoke, fire, chemicals).

- If possible, describe what is burning (i.e., wastebasket, fume hood) or what has spilled (i.e., acid, solvents).
- Hang up the phone only after the emergency operator has disconnected.

If the emergency cannot be immediately contained:

- Initiate a fire alarm by activating the nearest Fire Alarm Box to start a building evacuation.
- Close the door of the room(s) involved while exiting.
- If possible, shut off all utilities into the room, but don't waste time attempting to do so.

#### Individuals with Special Needs or Disabilities- Planning for Emergencies

Preparation is the key to success in dealing with an emergency. Follow these steps before an emergency occurs.

- Become familiar with important locations in each building, such as a primary and secondary exit routes, stairways, phones, elevators, etc.
- Identify someone who can help, should an emergency occur and discuss any specific needs with them so they can assist when, or if the time comes.
- If unable to speak or speak loudly, carry a whistle or other audible signals as a means of attracting attention in the case of emergency.

When Evacuating Individuals with Special Needs or Disabled:

- Do not use elevators-Individuals using wheelchairs should be moved or accompanied to a safe location.
- Notify emergency response personnel of their location and request rescue assistance as soon as possible.
- Guide those with special needs out of the building via the nearest emergency exit.
- When reaching safety, advise the individual of their location and stay with them if necessary.

Note: Except in life threatening situations, a person should only be carried by trained emergency response personnel.

**Transportation Issues:** If a disability requires special assistance, the Department of Public Safety (856) 256-4922 can help getting from any parking area on campus to a specific building; this includes disabilities that require wheelchairs.

**Special Accommodation Request:** If a disability that requires special, or unique accommodations call the Academic Success Center (856) 256-4234 to arrange those requests.

**Hearing Impaired Access:** The Rowan Department of Public Safety is outfitted to assist individuals who are hearing impaired with a Text Telephone system, or TTY.

#### General Building Emergency Evacuation

During an emergency, proper action saves lives. These basic steps pertain to students, faculty, and staff on all University campuses.

- If there is a declared emergency, and occupants are ordered to evacuate a building, leave as directed.
- If the evacuation is a result of a fire alarm, or any declared emergency, the occupants must immediately exit the building. All doors should be closed. Use the nearest exit and do not use elevators. No re-entry is permitted until approved from the appropriate emergency personnel.
- Each building has posted an evacuation route to assist and direct occupants during an emergency.
  - Stay at least 200 feet from the main entrance of the building where approaching emergency first responders and/or equipment will not be hindered. Upon arrival at the assembly point, a survey of staff members/students/visitors who are present should be conducted to determine if anyone failed to evacuate. If anyone is discovered to be missing, immediately report that information to the emergency personnel. For evacuation reference, please follow the [Assembly Areas](#) that have been designated for each building.
  - Assembly areas area guide may at the discretion of emergency personnel be changed depending on the location of the emergency.
- If caught in smoke or heat, stay low where the air quality is better and attempt to reach a safe exit or area of refuge.
- Know the location of all exits in your building. All exits at the University are properly marked with illuminated EXIT signs.



- If unable to leave a room or office due to heat or heavy smoke in the hallway, or due to physical disability, call the Department of Public Safety and give an exact location so the emergency personnel can be directed to assist. If special assistance is required during an evacuation, advise Rowan Communications so they can respond accordingly.

### Evacuating Campuses

If the University in part, or whole must be evacuated, Rowan's Emergency Management Coordinator would consult with the President of Rowan University and Executive Management Team regarding the circumstances that are causing the evacuation. The President would make the decision through consultation with senior leadership. In the absence of the President of the University, the Emergency Management Coordinator is authorized to order the evacuation. An evacuation, in part, or whole would vary depending on the nature of the incident or disaster.

The purpose of the campus-wide evacuation procedure is to disperse the University community away from the area in question and vacate the campus when required to do so. Once the emergency or dangerous situation is confirmed, the University will immediately notify the University community of the immediate threat to the health or safety of students or employees and begin the evacuation process. This procedure provides public safety officials a methodical procedure to assist and direct vehicles and pedestrians in the fastest and safest manner during an emergency. Under a mandatory evacuation order it is the responsibility of the individual to self-evacuate using their own means of transportation; however, it does identify rally points at each campus for those who cannot immediately depart and may require further assistance. A campus-wide evacuation could vary depending on the nature of the incident or disaster. Once a decision has been made, a campus-wide evacuation would be a coordinated, methodical process that will be executed in stages, beginning with the area closest to the threat. A graduated evacuation minimizes panic and avoids gridlock to campus roadway systems that are being used by responding emergency vehicles. If someone cannot immediately vacate the campus, buildings have been designated to temporarily hold pedestrians until arrangements can be made. The Department of Public Safety would notify, via the mass notification system, what facility would be opened during the emergency. For further details on Campus Evacuation refer to:

<https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/emergency-action-guide/>

In circumstances where an immediate campus evacuation may not be warranted, persons you will be notified of what action to take, via the established communication, such as the Rowan Mass Notification System, a uniformed responder, 911 dispatcher, supervisors, telephone, webpage, or an emergency radio broadcast.

### Lockdown

Used for imminent threat of violence or personal harm and when it is more dangerous to evacuate the building or area. If aware of a potential or imminent threat of violence, immediately notify the Department of Public Safety. For further details on Lockdown Procedures refer to:

<https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/emergency-action-guide/lockdown.html>

### Post Incident

Once an incident is over, police, fire or other appropriate Emergency Official(s) will return the building back over to the Facility Management. Management will then prepare for re-entry by announcing that it is safe and clear, or clear with conditions for re-occupancy. In coordination, Public Safety and building Management should communicate re-entry instructions. This can be facilitated by:

- Public Safety Personnel
- Building Facility Staff
- Door Monitors
- Rowan Mass Notification System

\*Community members with special needs should be assisted by staff members as much as is reasonable and safe. If additional assistance is needed, consult with on-scene emergency responders.

### Sheltering In Place

An emergency such as a hazardous materials release outside of building, major storm, terrorism incident, etc. may require students and employees to take shelter in their facility:

- Identify safe areas within the facility (preferably interior, windowless rooms) in which to take shelter when the threat is occurring outside of the building and the safest place is inside of the building. Ideally this occurs well before the need, i.e., do this today.
- In the event of hazardous materials incidents requiring sheltering in place, close exterior windows and turn off heating, ventilation, and air conditioning (HVAC) systems.
- Account for students and staff. Call the Department of Public Safety to report the names and location of those who are present.

<https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/emergency-action-guide/shelter.html>

As to what should be put in a Basic Disaster Supplies Kit, visit [ready.gov](https://www.ready.gov)

### Communications To Campus During an Emergency

Always call 911 if involved in or are witnessing an emergency. If the situation deems it necessary, Rowan University will update the university community via methods such as:

email, text messaging, voicemail, Rowan's homepage [www.rowan.edu](http://www.rowan.edu), media (radio, television, and newspapers), group meetings, social media

### Active Shooter

If encountering someone who is behaving in a way that seems suspicious, such as trying to hide, enter unauthorized offices, or attempting to conceal a weapon, Call 911. Be prepared to provide their description and location. Take note of age, personal appearance, clothing, and weapon (if known). When law enforcement arrives, lay on the floor and keeping hands exposed. Do not approach, grab, point with fingers, shout at, or in any other way distract the law enforcement responders. Their priority at that time is to find and neutralize the shooter(s). If injured, remain still and quiet.

Assistance will not usually be given until after the shooter is either captured or neutralized and the situation is resolved.

Active Shooter Event Quick Reference Guide:

<https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/shooter.html>

### Intruder/Suspicious Person

If encountering someone who is behaving in a way that seems suspicious, such as trying to hide, enter unauthorized offices, or attempting to conceal a weapon, Call 911. Be prepared to provide their description and location. If an armed or threatening intruder enters a facility report it immediately and take protective actions. Rowan University maintains an open campus which creates unique challenges when encountered by unfamiliar or suspicious persons.

If an armed intruder is seen, leave the building immediately.

- If unable to leave immediately lock all doors or move to a secure area and Call 911
- The alternate RU DPS phone number is (856) 256-4911.
- Remain calm; give an accurate description of the person or person(s). Note clothing, height, weight, gender, and any other descriptive information that is particular to the individual(s). Report the type of weapon (if known) and direction of travel or building entered.
- Turn off lights and all audio equipment.
- Stay out of the open areas and be as quiet as possible.
- Keep classroom or office secure until police arrive and provide further instructions.

If caught in an open or exposed area and it is not possible to get to a secure area or office, a course of action must be determined:

Run - Stay low and do not run in a straight line. Attempt to stay behind objects (trees, vehicles, trash cans, etc.) When away from immediate area of danger, summon help and warn others.

Hide - Look for a safe and secure hiding area. Once in place remain calm and alert. Stay hidden; await emergency personnel and follow their instructions.

Fight - If directly confronted by someone who is causing death or physical injury, the last option is to fight back. Work together with other trapped persons. This is extremely dangerous; however, depending on situation this could be the only option to survive.

### Suspicious Package

A backpack, briefcase, lunchbox, or other type of package left alone and unattended may be cause for suspicion, especially if left in a congested public area or near vital facilities or equipment, or in a filled parking lot. Call 911 from a safe area. Do not move, touch, or approach the package, treat it as suspect, isolate it. Advise passersby to do the same.

### Bomb Threat

- Keep the caller on the line and attempt to obtain as much information as possible.
- Ask for the message to be repeated to confirm it. Write down all information received.
- If possible, record the message.
- Possible questions to ask the caller include:
  - When is the bomb going to explode?
  - Where is the bomb located?
  - What kind of bomb is it?
  - What does it look like?
  - Why was the bomb placed there?
- Listen closely to the voice and try to note characteristics (calm or excited), accents, age of caller and speech impediments. Try to obtain the caller's identity.
- Pay particular attention to background noises, which may give a clue as to the location of the caller.
- Report the threat immediately by calling 911.
  - Rowan Department of Public Safety (856) 256-4911
- Wait for instructions from emergency responders (e.g., Police Dispatchers, Police, Bomb Squad, etc.).
- Do not activate the fire alarm, unless instructed to do so by emergency responders.
- If found do not touch the suspicious package or use cellular near it.

### Workplace Violence

Rowan University Policy prohibits workplace violence. Specifically, the University will respond promptly to violence, threats of violence, harassment, intimidation, bullying or disruptive behavior of a threatening nature towards people or property. Individuals who violate this policy may be removed from Rowan property and are subject to disciplinary and/or personnel action up to, and including, termination and/or criminal prosecution. Workplace violence is defined as any actual or threatening behavior of a violent nature, as understood by a reasonable person, exhibited by faculty, staff, student employees, or others. Examples of workplace violence include, but are not limited to:

- Intentional physical contact for the purpose of causing harm (such as slapping, punching, striking, shoving, or otherwise physically attacking a person).
- Menacing or threatening behavior (such as throwing objects, waving fists, damaging property, stalking, or otherwise acting in an aggressive manner; or using oral or written statements specifically intended to frighten, coerce, or cause distress) where such behavior would be interpreted by a reasonable person as being evidence of intent to cause physical harm to individuals or property.
- Possessing any firearm, imitation firearm, or any components which can readily be assembled into a firearm or other weapon, as defined by the Laws of New Jersey (NJSA 2C:39-6).

*Rowan University Workplace Violence Policy: Disruptive Behavior and Workplace Violence Policy, OED: 2011: 03, revised. 12-4-20: <https://confluence.rowan.edu/display/POLICY/Disruptive+Behavior+and+Workplace+Violence+Policy>*

**Reporting Workplace Violence:** Complaints of prohibited behavior/harassment (i.e., intimidation, threats, bullying, threatening behavior) should be immediately reported to the Office of Employee Equity. Complaints of physical violence should be reported immediately to Rowan Public Safety.

**False Reports:** Employees who intentionally file false reports pertaining to workplace violence will be subject to penalties, up to, and including disciplinary action, termination, and criminal prosecution.

For more information:

[https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/criminal/workplace\\_violence.html](https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/criminal/workplace_violence.html)

### Medical and Mental Health Emergencies

The Rowan University Wellness Center at Winans Hall on the main campus in Glassboro is a fully integrated health and wellness facility for Rowan University students. The clinical services integrated within the Wellness Center include, Student Health Services (SHS), Counseling and Psychological Services (CPS), and Alcohol and Other Drugs Services (AOD). Dedicated staff and licensed professionals collaborate to provide quality health and wellness clinical care to Rowan University students.

Winans Hall, 201 Mullica Hill Rd., Glassboro, NJ 08028

Phone: (856) 256-4333, Fax: (856) 256-4427, [wellnesscenter@rowan.edu](mailto:wellnesscenter@rowan.edu)

**After Hours Emergency Phone** (if you or someone you know is in crisis): (856) 256-4911

- Student Health Services: <https://sites.rowan.edu/wellness/health/index.html>
- Resources: <https://sites.rowan.edu/wellness/health/resources/index.html>
- Counseling: <https://sites.rowan.edu/wellness/counseling/index.html>

### **In Medical Emergencies (Emergency and after-Hours Care)**

Student Health Services is not an emergency room. Medical emergency situations should be handled as follows:

- For on-campus medical emergencies, call 911 from any campus telephone or (856) 256-4911 from any cell phone. This will connect to immediate assistance and dispatch emergency medical transportation to the nearest emergency facility.
- For off-campus medical emergencies, call 911. If using a cell phone, a 911 call will be answered by New Jersey State Police and re-directed to the local 911 operator.

Give as much information as possible including:

- Nature and severity of the illness or injury.
- Victim's location.
- Is victim conscious, breathing and/or bleeding.
- If chemicals or radioactive materials were involved, provide as much detail as possible.
- Send someone to the building entrance to meet the ambulance.

<https://sites.rowan.edu/wellness/health/appointments/emergency-and-after-hours-care.html>

If first aid or CPR training is desired, contact Rowan Emergency Medical Services: [EMS@rowan.edu](mailto:EMS@rowan.edu)

### **Psychological Crisis/Suicide Threat**

If thinking about suicide, any of the following resources can be contacted for support.

- Call 911 or visit the nearest emergency room or crisis response clinic.
- Call Public Safety at (856) 256-4911 and ask to speak with the Counselor on Call.
- Call the National Suicide Prevention Lifeline at 1-800-273-TALK (8255).
- Crisis Counseling: <https://sites.rowan.edu/wellness/counseling/services/crisis.html>

### **Fire Safety**

<https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/fire/index.html>

## Environmental Health and Safety

An environmental disaster, whether man-made, or natural requires a coordinated response to save lives, protect health and stabilize the situation to avoid making the emergency worse. With any environmental disaster, please call 911.

Rowan University Environmental Health and Safety:

<https://sites.rowan.edu/facilities/Departments/Operations/EHS/index.html>

For further response details see:

<https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/environmental/index.html>

## Inclement Weather Closing

The University will remain open, and classes will be held during inclement weather whenever possible. It is a personal decision, based on the assessment of the situation, whether to attend class. If not attending, arrangements should be made with the instructor as to how the missed work will be completed. Rowan will notify the University community of a closing through the following ways:

- Rowan Mass Notification System ([register](#))
- Rowan homepage <https://www.rowan.edu/home/>
- Email
- Rowan Radio 89.7 WGLS-FM
- Dial (856) 256-INFO (856.256.4636), press "1"

## Weather Emergencies

Such as earthquake, thunderstorm, lightning, tornado, hurricane, winter storms and extreme cold, see the OEM website:

<https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/weather/index.html>

Questions on Emergency Management concerns please contact:

Michael Kantner, Asst. Vice President; OEM Coordinator

Steve Rolando, Assoc. Director OEM

(856) 256-4922

## Emergency Preparedness Quick Reference Guide for Faculty and Staff

[https://sites.rowan.edu/publicsafety/docs/rowan\\_emergency\\_preparedness\\_sheet.pdf](https://sites.rowan.edu/publicsafety/docs/rowan_emergency_preparedness_sheet.pdf)

## Mass Notification System

Quick and reliable communication is critical during a campus emergency. The Rowan Mass Notification System relies on several ways to communicate to students and employees, including email, text messaging, voicemail, Internet, the media, and social media. The best and fastest way to reach everyone is through their cell device. The University's mass notification system can send emergency emails, text messages, warnings, and advisories. The Department of Public Safety and the Office of Emergency Management encourage the entire University community to register and periodically update personal contact information. Subscribers to the Rowan Mass Notification System will receive information about:

- Rowan Alert: used for University Emergency (Immediate) Notifications
- Rowan Timely Warnings: used for incidents involving specific Clery Act crimes that occurred on or within the University's Clery geography (on-campus, non-campus property or adjacent public property), that may represent a serious or continuing threat.
- Rowan Advisory: used for situations that do not meet the criteria for Rowan Alerts or Rowan Timely Warning Notices i.e., Power Outage, traffic advisory, snow closure, building closure, string of campus thefts, police activity in area.

Note: These notifications and their process will be explained in detail in the next section of this report.

To subscribe to the mass notification system: <http://www.getrave.com/login/rowan>



Any questions or concerns about the system, feel free to call: Technology Support Desk at (856) 256-4400

### **County and State Resources**

The Gloucester and Camden County alert systems provide county-wide weather alerts and emergency information.

- To register for Gloucester County: <http://www.gloucesteralert.com/>
- To register for Camden County, visit Camden County Alert System website.  
<http://www.camdencounty.com/public-safety/emergency-management-and-homeland-security/emergency-notification-system>

**State of New Jersey Office of Emergency Management** information: <http://www.ready.nj.gov/>

### **Overview Emergency Notification (Rowan Alert) and Timely Warning (Rowan Timely Warning)**

There are two types of notifications required under the Clery Act. They are Emergency Notifications and Timely Warnings. Rowan also uses the Rowan Advisory which covers non-emergent notifications. For incidents where only a segment of the University is to receive either a Rowan Alert or Rowan Advisory, it will be determined by the Rowan Department of Public Safety Lieutenant(s) or the Officer in Charge (OIC) who will receive the message. The process is explained further in the upcoming sections of this report.

Note: Rowan Timely Warnings are issued to the entire University.

#### **Rowan Alerts (Emergency Notifications)**

- Broader Focus-any significant emergency or dangerous situation
- For anywhere on campus
- Issued to entire campus or segment(s) depending on incident.
- Alert immediately issued upon confirmation.

#### **Rowan Timely Warnings**

- Narrower Focus-Clery Act crimes
- For Clery Act geographic area (on-campus, non-campus property or adjacent public property)
- Issued to reach entire campus community.
- Warning issued as soon as pertinent information is available.

#### **Rowan Alert (Emergency Notification)**

Rowan University will initiate and provide, without delay immediate notification to the appropriate segment(s) of the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees, and visitors. "Immediate" threat as used here includes an imminent or impending threat, such as an approaching serious weather event, or a fire currently burning in a campus building. These are issued through the Department of Public Safety.

#### **Rowan Alert Examples**

Some examples of significant emergencies or dangerous situations are:

- outbreak of meningitis, norovirus, or other serious illness
- approaching hurricane or other extreme weather conditions
- earthquake
- gas leak
- terrorist incident
- armed intruder; active shooter
- bomb threat
- civil unrest or rioting

- fire in a campus building or explosion
- nearby chemical or hazardous waste spill

Note: If there is an immediate threat to the health or safety of students or employees occurring on campus, an institution must follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed.

All members of the Rowan University community are notified on an annual basis that they are required to notify the Department of Public Safety of any situation or incident on campus that involves a significant emergency or dangerous situation that involves an immediate threat to the health and safety of students and/or employees on campus. Rowan University also has designated Campus Security Authorities (CSA's) throughout the campuses who have the additional responsibility to report suspicious activity to Public Safety, specifically if it puts a student or the campus in danger.

#### The Rowan Alert (Emergency Notification) Process

- Rowan Alert will be used by the Department of Public Safety, the Office of Emergency Management and University Relations Office upon confirmation for an immediate threat (as defined previously) to the health or safety of students or employees, requiring an emergency notification.
- All emergency notifications using Rowan's mass notification system, are prefaced with "ROWAN ALERT" to clearly identify the emergency message.

There are additional methods that could support the mass notification systems if needed, depending on the circumstances of the incident:

- Rowan Mass Notification System (text messaging, voice, email, social media)
- Rowan University Webpage and/or Rowan Announcer
- Public address systems in Public Safety vehicles
- Fire Alarm System to evacuate a building.

In a Rowan Alert situation some or all the systems may be used to immediately notify the campus community upon confirmation, that a dangerous situation or an emergency exist involving an immediate, serious, or ongoing threat to the health or safety of students or staff and when immediate action is required. If any of these systems fail, Rowan may use verbal communication or use the public address system in Public Safety vehicles. The University will without delay, upon confirmation, considering the safety of the community, initiate the notification system, unless in the judgment of the authorities and first responders will compromise the efforts when providing aid to victims, mitigate the emergency or hinder response efforts. Follow up messaging with significant updates will be sent using some or all the systems previously listed as determined by the Public Safety Lieutenant(s) or the Officer in Charge (OIC). Rowan University Public Safety personnel have an Emergency Operation Communications Plan and Emergency Notification Procedures that provide for the immediate notification of the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students and/or staff.

An emergency or dangerous situation that requires the activation of the Mass Notification System will be identified and confirmed by appropriate Public Safety Lieutenant(s) or the Officer in Charge (OIC), prior to activating the system. As explained, an incident that occurs on the campus, or near the campus even if on public property, may require a Rowan Alert to the University community, according to the Clery Act.

- The Lieutenant(s) or Officer in Charge (OIC) is responsible for notification to the Rowan community of any situation that may pose an immediate threat to the campus community and must issue the mass notification alert without delay (following confirmation of the incident). This is coordinated by the Lieutenant(s) or the Officer in Charge (OIC), along with the Rowan Public Safety Communications personnel, who also have full access to the mass notification system.

- Emergency notification protocol is located at the Communications Center in the Tactical Dispatch Plan. There is guidance for messages for easy and quick access for personnel.
- Situations where there is an immediate threat to the Rowan community administrative authorization/approval to issue mass notification alerts is not required.
- Once the Rowan Alert has been issued, notification is made to the following administrators:
  - Public Safety Lieutenant(s)
  - Senior Director of the Department of Public Safety
  - Assistant Vice President of Public Safety and Office of Emergency Management

**Confirming the Threat:** For any crime or incident representing an immediate threat to the health or safety of students or employees of the University, the Department of Public Safety will confirm this threat, through the process of either visual observation, officer investigation, the assistance of key campus administrators, local or campus first responders, or official government reporting through agencies such as the National Weather Service. Public Safety has the responsibility to respond to those reports to determine if the situation does in fact pose an immediate threat to the campus community and respond accordingly.

Once the Department of Public Safety confirms that there is an emergency or dangerous situation that poses an immediate threat” to the health or safety of some or all of the Rowan community, the Lieutenant(s) or the Officer in Charge (OIC) will determine the type of message, content of the message and initiate the mass notification system described to warn the Rowan community, or the appropriate segment of the campus community if the threat is limited to a particular campus, building or segment of the population. Follow up messaging with significant updates will be sent using some or all the systems listed above by Public Safety. In addition, for immediate threats that occur outside Rowan’s perimeter, the Department of Public Safety will alert the University community if the threat poses an immediate threat to one of the campuses (Glassboro, West Campus (South Jersey Technology Park) in Mantua, Camden Academic Building, Cooper Medical School of Rowan University (CMSRU), and the Rowan-Virtua Schools of Osteopathic Medicine (Rowan-Virtua SOM) in Stratford and Sewell).

**DPS Communications Officer Responsibility:** In most instances, the Rowan Mass Notification system will be the preferred method used to notify the Rowan Community. Emergency mass notification protocol is located at the Communications Center in the Tactical Dispatch Plan. Pre-scripted messages, covering certain incidents, are stored in the system, for easy and quick access. Non-scripted messages are reviewed by a Lieutenant(s) or the Officer in Charge (OIC) before message distribution. Messages will be modified based on the circumstances of the incident, i.e., location, description of perpetrators, etc.

Protocol:

- Confirmation of incident/seek authorization from the Lieutenant(s) or the Officer in Charge (OIC), prior to issuing a notification.
- Access the Mass Notification System
- Issue Rowan Alert

**Receiving Information from Other Sources:** Rowan University Department of Public Safety may receive information from other sources including but not limited to: Office of Emergency Management, University Relations Office, Campus Security Authorities (CSA’s), local police, Gloucester or Camden County Prosecutors Office, or any other law enforcement or government agency. Information could also be received from New Jersey Office of Emergency Management, FEMA, Environmental Health and Safety (EHS) or Facilities and Operations of an impending emergency affecting the university. If Public Safety has not been already advised, the incident must be confirmed, and a description obtained. This will assist with the emergency message content issued depending on the urgency of the incident.

**Segmenting Message/Content/Delivery/Dissemination:** As outlined, in coordination with the DPS Telecommunications staff member the Lieutenant(s) or the Officer in Charge (OIC), will determine the content of the message and will use some or all the systems described to communicate the threat to the whole Rowan community or segmented to the

appropriate campus. Considerations that may be used in segmenting the message to a specific campus/location will include situational awareness of the incident, response, mitigation efforts and its impacts on location, people, operations, and safety. A review of the needed incident information will take place with the Lieutenant(s) or the Officer in Charge (OIC), and a determination will be made whether the message should be segmented or sent to the whole campus community. This includes a continued assessment of the situation to determine if other segments of the University's community may be notified if the situation warrants this action. If there is a segregated message, the Emergency Communications Officer, when issuing the mass notification, can specify a location in the body of the message. For example: "Evacuate the Recreation Center on the Glassboro Campus due to a fire."

Rowan Alert Distribution Matrix

<b>Primary Methods</b>	<b>Primary Message Creator</b>	<b>Backup Message Creator</b>	<b>Authority for approving &amp; sending messages</b>	<b>Primary Message Sender/Distributor</b>	<b>Backup Message Sender/Distributor</b>
Mass Email	Public Safety Lieutenant(s) or the Officer in Charge (OIC)	Any trained member of the Public Safety Senior staff or the University Relations Office	If time allows, consult w/the Senior Director for Public Safety; or, if time does not allow, the primary or backup creator/sender can proceed.	Public Safety Communications Center staff	Public Safety Lieutenant(s) or the Officer in Charge (OIC)
Mass Messaging System (Text/Voice)	Public Safety Lieutenant(s) or the Officer in Charge (OIC)	Any trained member of the Public Safety Senior staff or the University Relations Office	If time allows, consult w/the Senior Director for Public Safety; or, if time does not allow, the primary or backup creator/sender can proceed.	Public Safety Communications Center staff	Public Safety Lieutenant(s) or the Officer in Charge (OIC)

<b>Secondary Methods</b>	<b>Primary Message Creator</b>	<b>Backup Message Creator</b>	<b>Authority for approving &amp; sending messages</b>	<b>Primary Message Sender/Distributor</b>	<b>Backup Message Sender/Distributor</b>
Social Media platform	VP University Relations	University Relations Office designee	VP University Relations	VP University Relations	University Relations Office designee
University Website/Rowan Announcer	VP University Relations	University Relations Office designee	VP University Relations	VP University Relations	University Relations Office designee
Face-to-Face/PA system	Public Safety Supervisor/Officer in Charge	Any trained member of the Public Safety Senior staff or the University Relations Office	If time allows, consult w/the Senior Director for Public Safety; or, if time does not allow, the primary or backup creator/sender can proceed.	Public Safety staff	Public Safety staff

**Dissemination of Information:** Anytime there is an incident on campus and immediate or emergency notification has been issued, it is the responsibility of the Public Safety Lieutenant(s) or the Officer in Charge (OIC) to notify the following:

- Local police jurisdictions, for example: Glassboro, Harrison Twp., Mantua Twp., Camden County or Stratford Police Departments, etc.
- County Communications Center, for example: Gloucester County Communications or Camden County Communications, etc.

#### **Administrative Coordination and Testing**

- The mass notification system is administratively coordinated through the Department of Public Safety. While the University Relations Office may supply message content, Public Safety issues Rowan Alerts (Emergency Notifications) and Rowan Timely Warnings and manages the mass notification system.
- Annual testing of the mass notification system normally takes place at the beginning of the Fall semester and is sometimes coordinated directly with exercises.

**Notice to Members of the Larger Community:** The larger community members, such as neighbors and parents, who are interested in receiving notification information regarding emergencies on campus, can get that information by visiting the University webpage and/or national media. They now can opt into the alert system by texting RowanAlert to 226787.



To assist in getting information to the University's surrounding communities, Rowan's Department of Public Safety will notify local law enforcement, county and state law enforcement via police communications systems, telephone notification and in person, depending on the specific incident circumstances. The department through networking and information sharing works collaboratively with local authorities. Rowan Radio, WGLS-FM, the University's on campus radio station is also available to provide information to the communities surrounding the Glassboro campus.

### **Rowan Timely Warnings**

Public Safety will issue a Rowan Timely Warning in the event that it receives notice of a "Clery Act" reportable crime that occurred on Rowan University's "Clery Act" geography (on campus, non-campus property or adjacent public property and is considered by the University, in the judgment of the Lieutenant(s) or the Officer in Charge (OIC), "represents a serious or continuing threat or danger to the students and employees" of the University. This decision is made on a case-by-case basis and may be made in consultation with the Senior Director for Public Safety and the General Counsel. While Rowan Timely Warnings are issued through the Department of Public Safety, the University Relations Office may supply message content. All Rowan Timely Warnings using Rowan's mass notification system, are prefaced with "ROWAN TIMELY WARNING" to clearly identify the message.

Note: Although the Clery Act does not define "timely," the intent of a warning regarding a criminal incident(s) is to enable the university community to protect themselves. This means that a warning is issued as soon as pertinent information is available after an incident has been reported to Public Safety.

### Rowan Timely Warning Examples

Rowan Timely Warnings are typically issued for the following Clery Act and Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder/Non-negligent manslaughter
- Sex offenses (rape, fondling, incest, and statutory rape)
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Major incidents of Arson
- Other Clery-reportable incidents if the crime represents a serious or continuing threat to the University.

Additionally, any hate crimes involving bodily injury or any of the previously listed crimes, that represent a continuing threat to the university community require a Rowan Timely Warning. Any other crimes that represent a serious or continuing threat to the community may also have a Rowan Alert or Rowan Advisory issued for them. These will be assessed on a case-by-case basis, depending on the facts of the case and the information known by the University and Department of Public Safety.

Note: If an assault occurs between two students who have a disagreement, there may be no on-going threat to other Rowan University community members. As a result, a Rowan Timely Warning may not be distributed. Typically, a Rowan Timely Warning is not issued for any incidents that are older than ten (10) days from the date of occurrence, as such a delay in reporting has not afforded the University an opportunity to respond in a timely manner.

Rowan University is not required to provide a Timely Warning for non-Clery Act crimes, for crimes that are reported to have occurred off campus (outside of the Rowan Clery geography), or for crimes reported to a pastoral or professional counselor.

### The Rowan Timely Warning Notification Process

A Rowan Timely Warning is primarily issued by email to all students and employees on all campuses. Additional methods include but are not limited to the following:

- Rowan Mass Notification Alert system, (text messaging, voicemail, and social media)
- Face-to-face communication and police vehicle PA system
- Rowan Daily Announcer-Extra Edition

#### Rowan Timely Warning Distribution Matrix

<b>Primary Methods</b>	<b>Primary Message Creator</b>	<b>Backup Message Creator</b>	<b>Authority for approving &amp; sending messages</b>	<b>Primary Message Sender/Distributor</b>	<b>Backup Message Sender/Distributor</b>
Mass Email	Public Safety Lieutenant(s) or the Officer in Charge (OIC)	Any trained member of the Public Safety Senior staff or the University Relations Office	If time allows, consult w/the Senior Director for Public Safety; or, if time does not allow, the primary or backup creator/sender can proceed.	Public Safety Communications Center staff	Public Safety Lieutenant(s) or the Officer in Charge (OIC)

<b>Secondary Methods</b>	<b>Primary Message Creator</b>	<b>Backup Message Creator</b>	<b>Authority for approving &amp; sending messages</b>	<b>Primary Message Sender/Distributor</b>	<b>Backup Message Sender/Distributor</b>
Mass Messaging System (Text/Voice)	Public Safety Lieutenant(s) or the Officer in Charge (OIC)	Any trained member of the Public Safety Senior staff or the University Relations Office	If time allows, consult w/the Senior Director for Public Safety; or, if time does not allow, the primary or backup creator/sender can proceed.	Public Safety Communications Center staff	Public Safety Lieutenant(s) or the Officer in Charge (OIC)
University Website/Rowan Announcer	VP University Relations	University Relations Office designee	VP University Relations	VP University Relations	University Relations Office designee
Face-to-Face/PA system	Public Safety Supervisor/Officer in Charge	Any trained member of the Public Safety Senior	If time allows, consult w/the Senior Director for Public	Public Safety staff	Public Safety staff

		staff or the University Relations Office	Safety; or, if time does not allow, the primary or backup creator/sender can proceed.		
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Certain campus officials (Campus Security Authorities (CSAs) have a duty to report sexual misconduct for federal statistical reporting purposes. As explained prior, all personally identifiable information is kept confidential, but statistical information must be passed along to campus law enforcement regarding the type of incident and its general location (on or off-campus, in the surrounding area, etc.- with addresses withheld), for publication in the Annual Security and Fire Safety Report. This report helps to provide the community with a clear picture of the extent and nature of campus crime to ensure greater community safety. Victims of sexual misconduct should also be aware that University administrators must issue Rowan Timely Warnings for incidents reported to them that pose a serious or continuing threat of bodily harm or danger to members of the University community and to aid in the prevention of similar occurrences. The University will withhold the names and other personally identifiable information of victims as confidential, while still providing enough information for community members to make decisions related to their safety.

#### **Rowan Alert (Emergency Notification) and Rowan Timely Warning Roles and Responsibilities:**

The following chart and accompanying role definitions outline the **Responsible**, **Accountable**, **Consulted**, and **Informed-(RACI)** positions in the issuance of a Rowan Alert or Rowan Timely Warning.

University Position	Rowan Alert Process	Rowan Timely Warning Process
Public Safety Communications	R	R
Public Safety Officer in Charge (OIC)	R	R
Lieutenant-Administrative	C	C
Sr. Director of Public Safety	C	C
Asst. Vice President DPS/OEM	A	A
University President's Office	I	I
Chief Human Resources Officer	I	I
Vice President University Relations	C	C
Office of General Counsel	C- In cases where the Senior Director of Public Safety is unsure if a Rowan Timely Warning is warranted, s/he may consult with the Office of General Counsel to determine if Rowan University is complying with all applicable laws.	

#### **ROLES:**

<b>Responsible</b>	-The person(s) who carries out the process or task assignment. -Responsible to get the process or task assignment done.
<b>Accountable</b>	-The person ultimately accountable for the process or task being completed appropriately. -Responsible person(s) are accountable to this person.
<b>Consulted</b>	-The person(s) not directly involved with carrying out the task, but who are consulted. -May be stakeholder or subject matter expert.
<b>Informed</b>	-The person(s) who receive output from the process or task or who have a need to stay informed.

### Additional Advisory (Not Rowan Alert/Rowan Timely Warning Notification)

#### **Rowan Advisory**

This advisory covers all other situations that do not meet the criteria for a Rowan Timely Warning Notice or Rowan Alert. These messages are sent through the University's mass notification system, using the email feature, the Daily Announcer, or text messaging. Rowan Advisory messages are typically prefaced with "Rowan Advisory" to distinguish them.

Rowan Advisory examples include but are not limited to: Power Outage, traffic advisory, snow closure, building closure, string of campus thefts, or police activity in the area

#### **Emergency Response/Preparedness Plans**

Aspects of the plan are always being reviewed and updated as events and experiences test University policies and procedures. The latest plan was adopted by the Board of Trustees on September 13th, 2017. In 2021, all university plans and annexes were reviewed and updated accordingly. The University's Emergency Plan is included. Upon completion, that plan will then be submitted to University Board of Trustees for processing.

Emergency Response Plan Review: The Rowan University Emergency Response Plan includes information regarding shelter-in-place and evacuation guidelines. The Rowan Department of Public Safety officers have received training in Incident Command and Rapid Response. General information about the emergency response evacuation procedures is posted at the beginning of the Fall Semester and coordinated with a test of our mass notification test, available on the Rowan University Emergency Management websites:

- Fire Safety: <https://sites.rowan.edu/publicsafety/emergencyservices/firesafety.html>
- Emergency Preparedness: <https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/index.html>

The Emergency Operations Team reviews and updates the Emergency Response Plan periodically. The committee will seek feedback as it introduces new policies and procedures when necessary. To offer any thoughts on Rowan's plans, feel free to call Rowan University Office of Emergency Management at (856) 256-4922.

Emergency Response Plan: Emergency response planners and Annex Managers regularly meet to update a comprehensive Emergency Management Operations Plan. This plan provides response protocols on how to and who should respond in a variety of emergency situations, including, but not limited to:

- Active Shooter
- Sexual Assault
- Aggravated Assault
- Terrorist threats (gunman, hostage)
- Bomb threat
- Campus/building closing (weather, utility failure, hazardous material spill, etc.)

The Emergency Plan may be viewed by scheduling an appointment with the Office of Emergency Management. The emergency plan is not posted on the webpage; however, general emergency procedures can be found at [www.rowan.edu/emergency](http://www.rowan.edu/emergency).

Emergency Response Team: A core group of university employees regularly review and participate in emergency planning exercises. Depending on the level of emergency, personnel from the following areas are trained to respond:

- Public Safety
- President's Office/Cabinet
- Student Life/Residential Learning and University Housing
- Counseling and Psychological Services
- Student Health Center
- Facilities and Operations (Administration and Finance)

**Responding to an Emergency:** If there is an emergency or disaster reported to the Rowan University Communications Center, Rowan Public Safety will be immediately dispatched to investigate. Rowan Police will also be dispatched to investigate on the campuses they patrol. Public Safety is normally the first to arrive, evaluate, and assess the scene. Once the emergency is confirmed the officer determines if additional resources may be needed to mitigate the emergency. If resources are needed the Officer in Charge (OIC) will notify the Lieutenant(s) and/or the Senior Director of Public Safety and make the request for support. If the emergency is of a magnitude, that disrupts any, or all functions of the University, the Lieutenant(s) and/or the Senior Director, in turn, will notify the President's Office and advise them of the circumstances surrounding the emergency. If necessary, the Lieutenant(s) and/or Officer in Charge will have the Communications Center initiate emergency communications to the University community.

As explained earlier, in an emergency notification, if there is an immediate (imminent or impending) threat, the Lieutenant(s) and/or Officer in Charge has the authority to immediately notify the community without consulting the Senior Director or the President's office. The emergency notification will be delivered without delay through the Mass Notification System Rowan responders will work to provide assistance and guidance on how to work in a higher education environment for outside responders. Rowan will hold a series of information sessions and post updates throughout and after an emergency. This will be followed up with a thorough after-action review of the incident.

**Emergency Response Team and Communication Protocol:** As outlined, in the event of an emergency incident, Rowan police or security officers respond to the scene. Once the officers assess the situation, they will notify Rowan's dispatcher who will then notify the Supervisor or Officer in Charge. If needed notification is made to the Senior Director of Public Safety and other needed personnel. The Senior Director/Asst. Vice President DPS/OEM, in turn, will notify the President's Office, which will begin relaying information to a team of responders and to the University community. There are situations that the Senior Director of Public Safety will have the discretion to contact the University community without consulting the President or the Emergency Response Team. The public's safety is the single most important determining factor in influencing which communication protocol is chosen. The Counseling and Psychological Services oversees the training and mobilization of the Stress Management and Response Team, a group of nationally certified counselors—Rowan staff and faculty—who can provide services night or day.

**Emergency Exercises/Drills/Testing:** In conjunction with other emergency agencies, the University conducts numerous emergency response tests each year, to include tabletop and field exercises. Test is defined as regularly scheduled drills, exercises, and appropriate follow-through activities, designed for assessment and evaluation of emergency plans and capabilities. The University's Office of Emergency Management (OEM) in cooperation with the Department of Public Safety (DPS), will determine the type of exercises, which are timely and relevant to incidents which could impact the campus and designed not only to educate and train but also to assess and evaluate capabilities of emergency plans, protocols, and policies. Record keeping and documentation is conducted by the Office of Emergency Management. Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced. Annual testing of the Emergency Notification System is also conducted. These tests are designed to assess and evaluate the emergency response plans and capabilities of the institution. The tests are reviewed in an after-action report which highlights the noteworthy and/or deficient performances of the participants. These tests may be announced or unannounced. The campus annually publicizes the emergency response and evacuation procedures via email, at the beginning of the Fall semester, in conjunction with a test of the Rowan Mass Notification System, which meets all the requirements of the Higher Education Opportunity Act.

The following exercises were conducted during academic year 2022-2023, by the Rowan Department of Public Safety and Office of Emergency Management. They provide examples of the frequency and content of the exercises/drills conducted annually.

- Rowan-Virtua SOM-Stratford Active Shooter and Workplace Violence Trainings (June 2022-May 2023)
- Active Shooter Training and Scenario Response Exercise for Residential Learning staff (January 2023)
- Rowan-Virtua SOM-Sewell Office of Emergency Management Drill (March 2023)
- Active Shooter Training for CMSRU (March 2023)



- University Community Active Shooter Training (March-June 2023)
- Site Safety Evaluation/Walkthrough/Talk with Financial Aid Office (March 2023)
- Swatting Presentation with President's Cabinet (August 2023)

## **Important Policies and Procedures**

### **Policy Regarding Use of Alcohol/Drugs/Substance Abuse/Weapons**

*Alcohol and Other Drugs Policy, SL: 2016:02, revised. 8-1-21:*

<https://confluence.rowan.edu/display/POLICY/Alcohol+and+Other+Drugs+Policy>

#### **Overview**

- Rowan University is committed to the pursuit of a quality education by providing an environment which promotes respect, safety, and optimal health and well-being to all members of the campus community. This includes students, faculty, staff, administration, alumni, and Rowan University guests. Alcohol and illicit drug use can pose many safety and health risks. Such use may result in impaired judgment and coordination, physical and psychological dependence, damage to vital organs, inability to learn and retain information, psychosis, and severe anxiety, unwanted or unprotected sex, injury, and death. Considering this, the Rowan University Alcohol and Other Drugs Policy prohibits all use of illegal drugs and only permits the consumption of alcoholic beverages in a manner that is responsible and adheres to restrictions imposed by law and University standards of conduct. Rowan University does not accept misuse of illicit drugs or alcoholic beverages as an excuse for violations of any University policies. Emphasis is placed on responsible and legal use of alcohol. Responsible drinking is the use of alcohol in ways that do not have negative effects on either the individual or the community and do not violate the law. The preparation, sale, service, and consumption of alcoholic beverages must comply with the limitations established by university policies, local ordinances, state laws, and federal laws. As an institution of higher education and an employer, Rowan University is obligated to abide by and enforce provisions in the Drug-Free Workplace Act of 1988 and Drug-Free Schools and Communities Act.
- Behavior at off-campus events, which are not sponsored or funded by Rowan University or a University recognized organization, will be subject to the University discipline system if the conduct violates local, state, or federal law or when the University determines that the conduct has a direct impact on the educational mission and interests of the University and/or the safety and welfare of the University community.
- Violations will result in disciplinary sanctions as specified in sections entitled "Consequences for Non-Compliance" and "Parental Notification for Student Violations of the Alcohol and Other Drugs Policy."

#### **Rowan University Regulations**

- In compliance with the Drug Free Schools and Communities Act and the Drug-free Workplace Act, Rowan University prohibits the unlawful possession, sale, use, or distribution of alcohol and illicit drugs on campus or as part of any of its sponsored events.
- In addition to the legal requirements from the New Jersey Statute, Title 2C, the following University regulations must be observed whenever alcoholic beverages are served, sold, or consumed in approved facilities on campus, in University-owned or operated residential facilities, or at university sponsored events. The office of the Vice President of Student Life/Dean of Students has been charged with overall responsibility to administer, support, and enforce the Alcohol and Other Drugs Policy. This office also reserves the right to suspend alcohol privileges temporarily when it is in the best interest of the University community. Additional personnel involved in the administration, support, and/or enforcement of the policy include, but are not limited to, Greek Affairs, Community Standards, Athletics, Student Affairs, Residential Learning and University Housing, Public Safety, Dining Services, Faculty, Staff, Human Resources, and Counseling and Psychological Services. The Vice President of Student Life/Dean of Students may convene an ad hoc board to review policy details of process and educational approach.

#### **Illegal Drugs**

- The University has a long-standing policy against illegal drug use on campus and within the University community, and that policy does not change with New Jersey's adoption of the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act. Rowan is subject to the Controlled Substances Act, which classifies marijuana as a Schedule I drug. Accordingly, the use, possession, cultivation, or sale of marijuana violates federal

policy. Importantly, Federal grants are subject to Rowan's compliance with the Drug Free Schools and Communities Act, and the Drug Free Workplace Act, which also prohibit the university from allowing any form of marijuana use on campus.

- The intent of, actual distribution of, sale of or manufacturing of drugs, narcotics, barbiturates, hallucinogens, marijuana, steroids, amphetamines, or any other controlled substance is prohibited.
- The possession or use of controlled dangerous substances, marijuana, steroids, or narcotics, including, but not limited to: opium (morphine, codeine, heroin), prescription drugs in possession of someone other than the prescribed individual, misuse of prescribed drugs, and every other substance not chemically distinguishable from them (i.e. imitation products, such as bath salts and/or K2) as well as any drug paraphernalia, on campus or in any University-related premises is prohibited.

#### **Medical Marijuana**

- Medical marijuana, while legally permitted in New Jersey under the "New Jersey Compassionate Use Medical Marijuana Act," is prohibited on Rowan campuses.
- Rowan is subject to the Controlled Substances Act, which classifies marijuana as a Schedule I drug. Accordingly, the use, possession, cultivation, or sale of marijuana violates federal policy. Importantly, Federal grants are subject to Rowan's compliance with the Drug Free Schools and Communities Act, and the Drug Free Workplace Act, which also prohibit the university from allowing any form of marijuana use on campus.
- Thus, although students, staff, and faculty who legally obtain a medical marijuana "ID card" from the New Jersey Department of Health and Senior Services are allowed to possess and consume certain quantities of marijuana, doing so is not permitted on Rowan's property or at university sponsored events (either on or off campus). Sharing medical marijuana with individuals who do not have a medical marijuana prescription is prohibited.
- Given that the use and/or possession of medical marijuana is prohibited on Rowan property, any student, staff or faculty member who legally obtains a medical marijuana ID card should contact the Academic Success Center – Disability Resources (students) or the Office of Employee Equity and Labor Relations (staff/faculty) to discuss any possible on-campus accommodations (excluding the ability to use or possess medical marijuana on Rowan property).

#### **Alcohol at Campus Events**

- Rowan University students, faculty, staff, guests, and facilities users, who are 21 years and older, may only possess, purchase, and consume alcoholic beverages at locations which are licensed to sell alcohol or where consuming it is legal and authorized.
- The University and/or management of the facility in use have the right to request identification and proof of age from all persons seeking admission to an event on campus at which alcohol will be served.
- Intoxication is prohibited, regardless of age. Behavioral symptoms frequently associated with intoxication will be considered in determining intoxication. These symptoms may include, but are not limited to, the following: impaired motor skill coordination, difficulty communicating, vomiting, glazed/red eyes, the smell of alcohol on one's breath, verbal and/or physical aggressiveness, destructive and/or disruptive behavior, and engaging in any behavior which may endanger oneself or others.
- Carrying open containers of alcohol is strictly forbidden in public areas of the University, i.e., academic buildings, the Chamberlain Student Center, parking lots, and common grounds, regardless of age.
- Any marketing, advertising, and promotion of alcoholic beverages on campus is prohibited. All advertisements for social events at which alcohol is served will not make reference to the amount of alcohol available. There will be no publicity distributed or posted indicating the availability of alcoholic beverages, except to indicate legal age requirements for admission.
- Non-alcoholic beverages must also be served whenever alcohol is served/sold, and must be displayed as openly as the alcohol. Food must be served in adequate amounts when alcoholic beverages are served or sold.
- Except in authorized designated areas, alcohol is strictly prohibited in athletic facilities, at athletic events and at any "tailgating."
- No event will include any kind of a "drinking contest" or "drinking game," or feature any inducements to consume excessive amounts of alcohol.

- For a listing of consequences for non-compliance, please refer to Sections VI. – "Consequences for Non-Compliance" and VII. – "Parental Notification for Student Violations of the Alcohol and Other Drugs Policy."

### **Alcohol in University Housing (Living Units)**

#### Designated "Dry" Living Units

- Alcohol is not permitted within undergraduate living units serving predominately underage students (Chestnut, Evergreen, Holly Pointe Commons, Magnolia, Mimosa, Mullica, or Willow halls- excluding graduate and professional staff living units). These areas are designated "dry" living units. No one, regardless of age, is permitted to possess, consume or be in the presence of alcohol in these areas.
- All other living areas (Edgewood Park, International House, Nexus Apartments, Rowan Blvd., Triad, Townhouses, Whitney Center, or any temporary University housing such as a hotel) in which any assigned resident is under the age of twenty-one is a designated "dry" living unit. No one, regardless of age, is permitted to possess, consume or be in the presence of alcohol in these areas. It is the responsibility of each resident to know if alcohol is permitted within their living unit.

#### "Wet" Living Units

- Alcohol is permitted only in living units in which all assigned residents are of legal drinking age. These are considered "wet" living units. It is the responsibility of each resident to know if alcohol is permitted within their living unit.
- Presence in any living unit (room, apartment, or townhouse) where an alcohol policy violation is taking place, even if not actually in possession of or consuming alcoholic beverages may result in disciplinary action.
- Residents holding a gathering in their living unit where an alcohol violation is taking place will be considered the hosts. Hosts may be held responsible for injury or damage occurring to any person or property in which the consumption of alcohol was a contributing factor. Hosts will be subject to disciplinary action and may receive harsher sanctions.
- At the time of an alcohol violation, all alcohol and containers will be confiscated and properly disposed of regardless of the age of the occupant(s) or the designation of the living unit as "wet" or "dry."
- Kegs and beer balls are prohibited in all living units at all times.
- Possession of grain alcohol is prohibited at all times.
- Students of legal drinking age may transport an alcoholic beverage as long as it is in its original closed container.
- Consumption of any form of alcohol in an open container, including but not limited to cups, cans, plastic containers, or bottles, is prohibited outside a student's living unit and/or any outside campus area.
- Games or activities that encourage excessive drinking of alcohol (e.g. beer pong, flip cup, beer funnels, etc.) or the serving of alcohol that leads to the endangerment of an individual's wellbeing or property damage will not be tolerated.
- Consumption of alcohol to the point of intoxication, regardless of age, is prohibited. Behavioral symptoms frequently associated with intoxication will be considered in determining intoxication. These symptoms may include, but are not limited to, the following: impaired motor skill coordination, difficulty communicating, vomiting, glazed/red eyes, the smell of alcohol on one's breath, verbal and/or physical aggressiveness, destructive and/or disruptive behavior, and engaging in any behavior that may endanger oneself or others. A person in this condition may be asked to leave the campus. If the person is a student, the student's family or emergency contact may be called to assist. Other guests may have a taxi/ride called (at the intoxicated person's expense) to take them to their permanent residence.
- Alcoholic beverage containers and paraphernalia, including but not limited to empty cans and bottles, are not permitted as room decorations in any living unit.

### **Alcohol in University Housing Regulations state**

Persons under the age of twenty-one **MAY NOT**:

- Be in possession of or in the presence of alcohol in any living unit.
- Permit persons to bring in or consume alcohol in their living unit.
- Carry opened or unopened alcoholic beverage containers any place on campus.
- Provide alcohol to any persons on campus.

- Possess alcohol displays made up of empty alcoholic beverage containers.

Persons twenty-one and older **MAY NOT:**

- Consume alcohol outside of a living unit (lobby, hallways, stairwells, grounds, etc.).
- Possess/Consume alcohol in a "dry" living unit.
- Permit underage persons to possess or be in the presence of alcohol in their living unit.
- Provide alcohol to others under the age of twenty-one.
- Charge in any way for alcohol consumption by others.
- Possess kegs, beer balls, or paraphernalia that promotes excessive consumption of alcohol.
- Possess alcohol displays made up of empty alcoholic beverage containers.

Persons twenty-one and older **MAY:**

- Possess/Consume alcohol in their living unit if it is designated "wet" and all those present are of legal drinking age.
- Possess/Consume alcohol in another living unit if it is designated "wet" and all those present are of legal drinking age.
- Transport unopened alcoholic beverage containers within University housing areas that are packaged and out of plain view.
- Provide alcohol in their living unit to others of legal drinking age.

- Persons who are present, within University housing, where alcohol is being consumed by those over or under the legal drinking age will be presumed to have been drinking or in possession of alcohol if Public Safety, RAs, RDs, or other University officials are called to the scene. This is because it is not possible to distinguish who is actually consuming or possessing alcohol on an individual basis where a number of persons are present.

#### **Off-Campus Events**

- University-affiliated events are covered by this policy, even though they may take place off campus. A University affiliated event is defined as an off-campus gathering of members of the Rowan University community (and/or their guests) which is sponsored or funded in whole or in part by Rowan University. This includes Study Abroad, field trips and professional meetings attended by employees. Private off-campus events which are not sponsored or funded by Rowan University will also be subject to the University discipline system if the conduct violates University regulations or local, state, or federal law, or when the University determines that the conduct has a direct impact on the educational mission and interests of the University and/or the safety and welfare of the University community. Please be aware that the University reserves the right to hold a student responsible for actions at their residence even if they were not present at the time of the incident. In such a case, the student would be required to produce confirming evidence that s/he was not involved.
- Sponsors, coaches, and/or organization advisers are expected to ensure that their respective student organizations/groups take reasonable precautions in their activities in order that policies and laws governing alcohol/illegal drugs are not violated and that the welfare of their members is not endangered. The Vice President of Student Life/Dean of Students in conjunction with the sponsors, advisers, or coaches may designate an event as non-alcoholic and/or determine the conditions under which the consumption of alcohol may be permitted by students of legal drinking age. Therefore, a sponsor, adviser, or coach may prohibit the service, possession, or consumption of alcohol by any person, regardless of age, at university-affiliated or University-funded activities (e.g., retreats, conferences, intercollegiate athletic events, etc.). Sponsors, advisers, or coaches will inform the student organizations of their decision(s) regarding the nature of the event prior to the scheduled date of the activity.
- The University expects that the existing state, local, or premises regulations which prohibit illegal drugs or regulate the service, sale, possession, or consumption of alcohol will be supported and enforced at university-sponsored events.
- Under New Jersey Statute, it is unlawful for any operator or passenger in a motor vehicle to possess an open container of an alcoholic beverage, regardless of age. In addition, the University prohibits the service, sale, or consumption of alcoholic beverages while in transit in any motor vehicle, to or from any University-affiliated event. This applies to all students, faculty, staff, alumni, and their guests, regardless of legal drinking age.

- Alcoholic beverages will not be permitted at intercollegiate athletic events.

#### **Parental notification for student violations of the Alcohol and Other Drugs Policy**

- Rowan University's Alcohol and Other Drugs Policy outlines the University's position regarding the unauthorized possession, use, or distribution of alcohol and controlled substances on campus. A 1998 amendment to The Family Education Rights and Privacy Act of 1974 authorizes higher education institutions to inform a parent or guardian of any student under age 21, who has been found in violation of any federal, state, or local law or any rule or policy of the institution governing the use or possession of alcohol or controlled substances. The Office of Community Standards may notify parents/guardians of students under 21 years of age when a student is found responsible for a violation of the Alcohol and Other Drugs Policy. Please note: Citations given by the law enforcement unit of a university are not covered by FERPA. Therefore, Rowan Public Safety may notify parents/legal guardians when citations have been issued by law enforcement officials, without waiting for a hearing or any other due process.

Note: Consequences for Non-Compliance in detail, with the policy along with the following attachments to the policy- *Alcohol and Other Drugs Policy, SL: 2016:02, revised. 8-1-21, can be found at:*

<https://confluence.rowan.edu/display/POLICY/Alcohol+and+Other+Drugs+Policy>

Attachment 1 - Summary of Applicable State and Local Laws Regarding Cannabis and Alcohol Offenses and Penalties

Attachment 2 - Summary of Applicable State and Federal Laws Regarding Drug Offenses and Penalties

Attachment 3 – State of New Jersey Drug-Free Workplace Act - Executive Order No. 204

Attachment 4 – Commonly Abused Drugs

Attachment 5 - Education and Prevention - Important Telephone Numbers

Attachment 6 - Biennial Review of Policy and the Alcohol and Drugs Education Program

It is the policy of Rowan University to prohibit the unlawful possession, use and sale of alcoholic beverage and illegal drugs. Rowan University Police officers enforce Federal, New Jersey State laws and local ordinances regulating underage drinking and the use, sale or possession of alcohol, controlled substances, and weapons. Violations of any of these laws may be processed both through the campus discipline system and the Municipal Court System in Glassboro, Camden, Mantua Township, Harrison Township or Stratford. The Glassboro, Camden County, Stratford, Harrison Twp. and Mantua Twp. Police Departments along with the Rowan Public Safety Department may sign municipal complaints against any person, regardless of age, carrying an open container of an alcoholic beverage in public areas on any Rowan University campus. See Attachment: Summary of Applicable State and Local Laws Regarding Alcohol Offenses and Penalties, outlined above.

**Laws Regarding Alcohol Offenses and Penalties:** New Jersey state law prohibited the sale, possession, or consumption of alcohol by individuals under 21 years of age. Rowan University is a public institution governed by Federal, State, and local laws, and by University policies and procedures. The University complies with municipal and other law enforcement authorities in enforcing these laws. Students over 21 who live in campus apartments should refer to the University's alcohol policy. As previously explained, with unauthorized alcohol possession or consumption, municipal complaints may be lodged against suspected violators of the drug laws. Violators will also be subject to the University's discipline system. Drug and alcohol abuse counseling is available through the Wellness Center.

#### **Drug Free Schools and Communities Act (DFSCA) / Drug and Alcohol Abuse Prevention Program (DAAPP)**

Rowan fully endorses the mandates of the Drug-Free Campus provisions of the Higher Education Act. The U.S. Department of Education has issued regulations implementing the provisions of the Drug-Free Schools and Communities Act amendments of 1989.

As explained in the previous section of this report, this information can be accessed within the Alcohol and Other Drugs Policy <https://confluence.rowan.edu/display/POLICY/Alcohol+and+Other+Drugs+Policy> and applies to all Rowan University students regardless of location, campus or academic program. The policy on alcohol and other drugs is included, along with related information on the sanctions for violation of these policies; on criminal penalties for the



illegal possession or distribution of drugs and alcohol; on health risks of drugs and alcohol; and on places to get help concerning the illicit use and abuse of alcohol and drugs. An example of the drug and alcohol abuse programs required under the DFSCA the University uses to comply with the Act include counseling, education (outlined earlier), consultation and prevention programs. This is further outlined in the DFSCA Biennial Review Report. Contact Health and Wellness for information on obtaining copies of this report at (856) 256-4333.

#### Biennial Review of Policy and the Alcohol and Drugs Education Program

*Alcohol and Other Drugs Policy, SL: 2016:02, revised. 8-1-21.* A notification regarding the availability of this policy will be distributed, via the Rowan email system, annually to each employee and student who is taking one or more classes for any type of academic credit except for continuing education units, regardless of the length of the student's program of study. Rowan University will conduct a biennial review of this policy and Alcohol and Other Drug Education programs to determine their effectiveness and implement changes to the policy if they are needed and to ensure that the disciplinary sanctions are consistently enforced. A committee of faculty, staff, and students will review the policy and programs in consultation with Student Affairs and the Office of Human Resources.

<https://confluence.rowan.edu/display/POLICY/Alcohol+and+Other+Drugs+Policy>

### **Weapons, Firearms and Explosives**

The use and/or possession of firearms, weapons or weapon replicas of any kind, firecrackers, and other explosives are prohibited on any campus. As stated previously, anyone in the possession of such items is subject to criminal prosecution.

*Weapons Prohibition on Campus, DPS: 2015: 02:*

<https://confluence.rowan.edu/display/POLICY/Weapons+Prohibition+on+Campus>

### **Missing Student/Persons Procedure**

#### Overview

If a member of the University community, including campus officials, has reason to believe that a student (living in On-Campus Student Housing or living Off-Campus) is missing for 24 hours, he or she should immediately notify the Rowan Department of Public Safety at 911, (856) 256-4911 or 4922. University community member, Residential Learning and University Housing report all missing persons immediately to the University's Department of Public Safety.

#### Missing Student Contact Person

- All students, whether living in On-Campus student housing or not, are provided with the opportunity and means to identify a "missing student contact person" to be used in the event the student is reported missing. When students are informed of their option to provide a confidential contact, they are advised that their missing student contact information will be registered confidentially and will be accessible only to authorized University officials and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation.
- In accordance with the procedures established within this policy, within 24 hours after a student living in On-Campus Student Housing or living off-campus has been reported missing for 24 hours and the student is not known to have returned to the University or otherwise been located, students are advised that, the VP or his/her designee will notify the individual the student has designated as his/her missing student contact person. Students are advised that, if the missing student is under 18 years of age and not an emancipated individual, the VP or his/her designee will also notify the student's custodial parent(s) or guardian.
- Students will be notified annually that they have the option to confidentially designate an individual to be contacted by the University administration no later than 24 hours after the time that it is determined the student is missing. The University provides each student with the means and opportunity to register their confidential missing student contact person's information. This confidential missing student contact can be any adult person. This option is provided to students even if a student has already registered an individual(s) as a

general emergency contact. The student also has the option to identify the same individual for both their general emergency contact and missing student contact.

### Missing Persons Process

The Rowan Department of Public Safety will generate a missing person report and initiate an investigation. If the missing student is under the age of 18 and is not an emancipated individual, the Rowan Department of Public Safety will notify the student's parent or legal guardian and their confidential contact within 24 hours after the University police department has determined that the student has been missing for more than 24 hours. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, Rowan Public Safety will inform the local law enforcement agency that has jurisdiction in the area (if not Rowan Police jurisdiction) that the student is missing within 24 hours. Overview of the DPS reporting process:

- Initial Complaint received.
- Preliminary investigation interviews conducted.
- Completion of missing person form and make entry into National Crime Information Center
- An entry and broadcast will be placed into the New Jersey TRAK System
- Information disseminated to additional law enforcement agencies.

Within 24 hours, contact the individual identified as their missing person contact person in the event the student is determined to be missing for a period of more than 24 hours.

- If the student is under 18 years of age and not emancipated, their custodial parent or legal guardian and designated missing person contact will be contacted within 24 hours and a request will be sent to the N.J. State Police to enter them into the Amber Alert system.
- A Rowan Text Alert message and email will be sent out to the Rowan Community
- A news release will be generated.
- Prepare case report documentation and pertinent paperwork for case file.
- Conduct follow up investigation.

Students are advised that for all missing students: Rowan University will notify the local law enforcement agency within 24 hours of the determination that the student is missing (as explained earlier). Unless the local department (not Rowan Police) was the entity that made the determination that the student is missing. The University's Department of Public Safety shall investigate all reports of missing students and will notify and cooperate with other law enforcement agencies, as necessary, to further the investigation. Reports of students missing from off-campus residences will be referred to the police department having jurisdiction over the student's local residence, if known, or the student's permanent residence, if a local residence cannot be determined. In addition, the University will cooperate within its legal limitations with any subsequent investigation.

There is no requirement that the reporting person wait for any period of time to report the missing person. The amount of time a student is thought to be missing does not matter for you to report. *Missing Student Policy, PS: 2021:01, 5-14-21:* <https://confluence.rowan.edu/display/POLICY/Missing+Student+Policy>

### **Notice of Non-Discrimination**

Rowan affords equal opportunity to all and does not discriminate on the basis race, creed, color, national origin/ethnicity, nationality, ancestry, age, sex/gender (including pregnancy), marital status, civil union status, domestic partnership status, familial status, religion, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for service in the Armed Forces on the United States, or disability in its educational programs, activities, or employment policies and practices.

<https://sites.rowan.edu/equity/harassment.html>

<https://confluence.rowan.edu/display/POLICY/Policy+Prohibiting+Discrimination+in+the+Workplace+and+Educational+Environment>

The following offices have been designated to handle inquiries regarding the non-discrimination policies:

Students: Office of Student Equity and Compliance (856) 256-5830

Employees: Employee Equity (856) 256-5494/4320

### **Hate/Offensive Graffiti Reporting**

Rowan University strives to support and foster a safe and healthy learning environment for all our campus community. Rowan University's mission is to have an environment in which highly qualified, motivated, and diverse faculty, staff, and students build a community that values diversity. Hate or bias incidents or crimes should be immediately reported to Public Safety where they will be investigated. Anyone who discovers any hate or offensive graffiti should immediately contact Public Safety (856) 256-4922. Facilities (856) 256-4650 will report any hate or offensive graffiti directly to your campus Public Safety immediately upon discovering same.

Upon discovery of such graffiti, Housekeeping, Maintenance, Custodial or Plant Operations personnel will advise the Supervisor Facilities Operations or the Director Facilities Operations who will inform Public Safety. Housekeeping, Maintenance, Custodial and Plant Operations personnel will be trained to identify such graffiti. However, neither, Housekeeping, Maintenance, Custodial, nor Plant Operations personnel will remove the graffiti until Public Safety has had an opportunity to conduct whatever investigation is appropriate and directs its removal. If the graffiti is scratched into a surface, a work order will be produced to paint over the graffiti to remove it from sight. Public Safety will investigate each report in a timely manner.

### **Student Discrimination, Harassment and Retaliation**

Rowan University enforces a no tolerance policy regarding an incident of discrimination, harassment, and retaliation. The Division of Diversity, Equity and Inclusion, Office of Student Equity & Compliance (OSEC), located in Savitz Hall, Rm 203, provides students support and protection under Title VI.

*Policy Prohibiting Discrimination in Workplace and Educational Environment, OED: 2015:03, revised. 7-19-23:*

<https://confluence.rowan.edu/display/POLICY/Policy+Prohibiting+Discrimination+in+the+Workplace+and+Educational+Environment>

### **Sexual Assault, Domestic Violence, Dating Violence and Stalking**

#### Overview

Rowan is in the ongoing process of developing targeted training and programming to decrease the likelihood of sexual assaults and other sexual misconduct as defined below. Such programming includes but is not limited to Green Dot Bystander Intervention Programs, Take Back the Night and other Community Building Programs for Underclassmen residential housing complexes. In addition, Rowan continues to work to raise awareness of sexual assault on campus through notices to students and other means as explained in this section. In addition to programming designed to reduce the likelihood of sexual assault on campus, Rowan is also involved in educating its student body about basic safety, including safeguarding the person and property. Rowan publicizes its campus escort program to ensure that students arrive to destinations safely and Rowan is working to ensure that students better understand the need to secure their spaces, including locking doors and windows and securing personal property. Rowan is hopeful that through a process of advance education and awareness raising in conjunction with active investigations and appropriate remedial actions where perpetrators are identified, incidents will be reduced.

If you experience any form of sexual misconduct, which includes:

- Dating/Domestic
- Violence/Sexual Assault
- Stalking

There are many services available for you to obtain information and support to ensure your safety and emotional and physical health, as well as several ways you can report the incident. This will be explained throughout this report. Sexual misconduct is an umbrella term used in sections of this report. It includes Sexual Assault, Dating/Domestic Violence, Stalking, Sexual Harassment and Sexual Exploitation.

## **Special Information on the Prevention of Sexual Offenses (Sexual Assault, Domestic Violence, Dating Violence and Stalking)**

It is the policy of Rowan University that no student or employee may threaten the health and safety of any member of the university community, of any person on the university campus, or at any university sponsored event, through the commission of a “sexual offense”. As explained in this report, University members and departments, such as the Title IX Coordinator, the Office of Student Equity and Compliance, the Dean of Students Office, the Counseling Center, Health Services and Residential Learning and University Housing, offer a variety of programs throughout the year designed to educate the campus about “sexual offenses” and direct victims to appropriate service, assistance, and reporting options. For any questions concerning the University’s Title IX reporting procedures and training resources, please contact the University’s Title IX Coordinator, at (856) 256-5440. The Department of Public Safety also offers educational programs and should be notified for criminal reporting of criminal incidents. This is especially important for the collection and preservation of evidence for criminal court cases.

### **Violence Against Women Act (VAWA)**

#### Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as Amended by the Violence Against Women Reauthorization Act of 2013

Rowan University does not discriminate based on sex in its educational programs and activities; sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether sexually based or not and include dating violence, domestic violence, and stalking. As a result, Rowan University issues this statement of policy to inform the community of our comprehensive plan addressing all forms of sexual misconduct through educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking. Rowan University prohibits the offenses of domestic violence, dating violence, sexual assault and stalking and reaffirms its commitment to maintain a campus environment that emphasizes the dignity and worth of all members of the university community. Students/Employees of the Rowan University community have the right to access and benefit from the University’s Education Programs or Activities, free from any form of Sexual Harassment/Sexual Assault. The University does not tolerate Sexual Harassment/Sexual Assault of any kind. University policy has been developed to reaffirm these principles and to provide recourse for those individuals whose rights have been violated.

#### Definitions:

Rowan University prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking, as defined by the Clery Act, New Jersey state (Title 2C) statute and included in Rowan University’s policies and procedures. *Defined in Title IX Sexual Harassment/Sexual Assault Policy, SL: 2020:01, revised. 6-30-23 and Student Sexual Misconduct and Harassment Policy, SL 2016:15, revised. 6-30-23.*

Consent – Consent is informed, knowing, voluntarily and freely given permission to engage in mutually agreed upon sexual activity. The University will apply a reasonable person standard in determining whether consent was given, unless otherwise required by law.

- The person giving consent must be capable of doing so freely, with the ability to understand what they are doing and the specific details (who, what, when, where, and how) of the sexual contact to which they are consenting.
- Consent may be given by words or actions, as long as those words or actions create mutually understandable permission regarding the conditions of sexual activity.
- It is the obligation of the person initiating sexual contact to obtain clear consent for the specific type of sexual contact sought. A person’s use of alcohol and/or drugs shall not diminish such person’s responsibility to obtain consent.
- Lack of protest does not constitute consent. Silence or passivity without words or actions that communicate mutually understandable permission cannot be assumed to convey consent.
- Use of violence, threats, coercion, or intimidation invalidates any consent given.
- A verbal “no,” even if it may sound indecisive or insincere, constitutes lack of consent.

- Consent for one form of sexual contact does not imply consent to other forms. For example, consent to oral sex does not imply consent to vaginal/anal sex.
- It is expected that once consent has been established, a person who changes their mind during the sexual act or sexual contact will communicate through words or overt actions their decision to no longer proceed.
- Past consent does not constitute consent for future sexual contact/activity.
- Persons who are unable to give valid consent under New Jersey law, (i.e., minors, individuals with mental health disabilities) are considered unable to give consent under NJ State Policy N.J.S.A.2C:4-2.
- Consent cannot be given by a person who is unconscious or sleeping. If consent has been given while a person is conscious or awake, and then that person becomes unconscious or falls asleep, consent terminates at that point.
- Persons who are incapacitated due to the use of drugs or alcohol cannot give consent.

Incapacitation – The physical and/or mental inability to make informed, rational judgments and decisions. States of incapacitation include sleep, unconsciousness, and blackouts.

- Where alcohol or drugs are involved, incapacitation is determined by how the substance impacts a person's decision-making capacity, awareness of consequences, and ability to make informed judgments. In evaluating whether a person was incapacitated for purposes of evaluating effective Consent, the University considers two questions:
  - Did the person initiating sexual activity know that their partner was incapacitated?
  - Should a sober, reasonable person in the same situation have known that their partner was incapacitated? If the answer to either of these questions is "yes," effective Consent was absent.
- For purposes of this policy, incapacitation is a state beyond drunkenness or intoxication. A person is not incapacitated merely because they have been drinking or using drugs. The standard for incapacitation does not turn on technical or medical definitions, but instead focuses on whether a person has the physical and/or mental ability to make informed, rational judgments and decisions.
- A person who initiates sexual activity must look for the common and obvious warning signs that show that a person may be incapacitated or approaching incapacitation. Although every individual may manifest signs of incapacitation differently, typical signs include slurred or incomprehensible speech, unsteady gait, combativeness, emotional volatility, vomiting, or incontinence. A person who is incapacitated may not be able to understand some or all of the following questions: "Do you know where you are?," "Do you know how you got here?," "Do you know what is happening?," or "Do you know whom you are with?"
- Because the impact of alcohol and other drugs varies from person to person, one should be cautious before engaging in sexual contact or intercourse when either party has been drinking alcohol or using drugs. The introduction of alcohol or other drugs may create ambiguity for either party as to whether effective Consent has been sought or given. If one has doubt about either party's level of intoxication, the safe thing to do is to forgo all sexual activity.

The State of New Jersey defines consent as follows:

#### 2C:2-10. Consent

- In general. The consent of the victim to conduct charged to constitute an offense or to the result thereof is a defense if such consent negatives an element of the offense or precludes the infliction of the harm or evil sought to be prevented by the law defining the offense.
- Consent to bodily harm. When conduct is charged to constitute an offense because it causes or threatens bodily harm, consent to such conduct or to the infliction of such harm is a defense if:
  - (1) The bodily harm consented to or threatened by the conduct consented to is not serious; or
  - (2) The conduct and the harm are reasonably foreseeable hazards of joint participation in a concerted activity of a kind not forbidden by law; or
  - (3) The consent establishes a justification for the conduct under chapter 3 of the code.
- Ineffective consent. Unless otherwise provided by the code or by the law defining the offense, assent does not constitute consent if:
  - (1) It is given by a person who is legally incompetent to authorize the conduct charged to constitute the offense;

- (2) or It is given by a person who by reason of youth, mental disease or defect or intoxication is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature of harmfulness of the conduct charged to constitute an offense; or
- (3) It is induced by force, duress or deception of a kind sought to be prevented by the law defining the offense.

### Sexual Assault

The Federal Clery Act defines the crime of sexual assault (used in Clery Act classification) as follows:

Sexual Assault is an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

- Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

In the State of New Jersey, sexual assault is defined under N.J.S.A. 2C:14-2 as follows: (as defined in New Jersey Title 2C Code of Criminal Justice used in criminal charges):

2C:14-2. Sexual assault. a. An actor is guilty of aggravated sexual assault if the actor commits an act of sexual penetration with another person under any one of the following circumstances:

- (1) The victim is less than 13 years old;
  - (2) The victim is at least 13 but less than 16 years old; and
  - (a) The actor is related to the victim by blood or affinity to the third degree, or
  - (b) The actor has supervisory or disciplinary power over the victim by virtue of the actor's legal, professional, or occupational status, or
  - (c) The actor is a resource family parent, a guardian, or stands in loco parentis within the household;
  - (3) The act is committed during the commission, or attempted commission, whether alone or with one or more other persons, of robbery, carjacking, kidnapping, homicide, aggravated assault on the victim or a person other than the victim, burglary, arson, or criminal escape;
  - (4) 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;
  - (5) The actor is aided or abetted by one or more other persons and the actor commits the act using coercion or without the victim's affirmative and freely-given permission;
  - (6) The actor commits the act using coercion or without the victim's affirmative and freely-given permission and severe personal injury is sustained by the victim;
  - (7) The victim, at the time of sexual penetration, is one whom the actor knew or should have known was:
    - (a) physically helpless or incapacitated ;
    - (b) intellectually or mentally incapacitated ; or
    - (c) had a mental disease or defect which rendered the victim temporarily or permanently incapable of understanding the distinctively sexual nature of the conduct, including, but not limited to, being incapable of providing consent, or incapable of understanding or exercising the right to refuse to engage in the conduct.
- Aggravated sexual assault is a crime of the first degree.

Except as otherwise provided in subsection d. of this section, a person convicted under paragraph (1) of this subsection shall be sentenced to a specific term of years which shall be fixed by the court and shall be between 25 years and life



imprisonment of which the person shall serve 25 years before being eligible for parole, unless a longer term of parole ineligibility is otherwise provided pursuant to this Title.

b. An actor is guilty of sexual assault if the actor 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.

c. An actor is guilty of sexual assault if the actor commits an act of sexual penetration with another person under any one of the following circumstances:

(1) The actor commits the act using coercion or without the victim's affirmative and freely-given permission, but the victim does not sustain severe personal injury;

(2) 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;

(3) The victim is at least 16 but less than 18 years old and:

(a) The actor is related to the victim by blood or affinity to the third degree; or

(b) The actor has supervisory or disciplinary power of any nature or in any capacity over the victim; or

(c) The actor is a resource family parent, a guardian, or stands in loco parentis within the household;

(4) The victim is at least 13 but less than 16 years old and the actor is at least four years older than the victim;

(5) The victim is a pupil at least 18 but less than 22 years old and has not received a high school diploma and the actor is a teaching staff member or substitute teacher, school bus driver, other school employee, contracted service provider, or volunteer and the actor has supervisory or disciplinary power of any nature or in any capacity over the victim. As used in this paragraph, "teaching staff member" has the meaning set forth in N.J.S.18A:1-1.

Sexual assault is a crime of the second degree.

#### 2C:14-1. Definitions:

a. "Actor" means a person accused of an offense proscribed under this act;

b. "Victim" means a person alleging to have been subjected to offenses proscribed by this act;

c. "Sexual penetration" means vaginal intercourse, cunnilingus, fellatio or anal intercourse between persons or insertion of the hand, finger or object into the anus or vagina either by the actor or upon the actor's instruction. The depth of insertion shall not be relevant as to the question of commission of the crime;

d. "Sexual contact" means an intentional touching by the victim or actor, either directly or through clothing, of the victim's or actor's intimate parts for the purpose of degrading or humiliating the victim or sexually arousing or sexually gratifying the actor. Sexual contact of the actor with himself must be in view of the victim whom the actor knows to be present;

e. "Intimate parts" means the following body parts: sexual organs, genital area, anal area, inner thigh, groin, buttock or breast of a person;

f. "Severe personal injury" means severe bodily injury, disfigurement, disease, incapacitating mental anguish or chronic pain;

g. "Physically helpless" means that condition in which a person is unconscious or is physically unable to flee or is physically unable to communicate unwillingness to act;

i. "Mentally incapacitated" means that condition in which a person is rendered temporarily incapable of understanding or controlling his conduct due to the influence of a narcotic, anesthetic, intoxicant, or other substance administered to that person without his prior knowledge or consent, or due to any other act committed upon that person which rendered that person incapable of appraising or controlling his conduct;

j. "Coercion" as used in this chapter shall refer to those acts which are defined as criminal coercion in section 2C:13-5(10, (2), (3), (6) and (7)

#### Domestic Violence

The Federal Clery Act defines the crime of domestic violence (used in Clery Act classification) as follows:

A Felony or misdemeanor crime of violence committed—

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;

- 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
- 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.

For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

The State of New Jersey defines domestic violence as follows:

2C:25-19. Definitions: (As used in this act as defined in New Jersey Title 2C Code of Criminal Justice used in criminal charges)

"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:

- (1) Homicide N.J.S.2C:11-1 et seq.
- (2) Assault N.J.S.2C:12-1
- (3) Terroristic threats N.J.S.2C:12-3
- (4) Kidnapping N.J.S.2C:13-1
- (5) Criminal restraint N.J.S.2C:13-2
- (6) False imprisonment N.J.S.2C:13-3
- (7) Sexual assault N.J.S.2C:14-2
- (8) Criminal sexual contact N.J.S.2C:14-3
- (9) Lewdness N.J.S.2C:14-4
- (10) Criminal mischief N.J.S.2C:17-3
- (11) Burglary N.J.S.2C:18-2
- (12) Criminal trespass N.J.S.2C:18-3
- (13) Harassment N.J.S.2C:33-4
- (14) Stalking P.L.1992, c.209 (C.2C:12-10)
- (15) Criminal coercion N.J.S.2C:13-5
- (16) Robbery N.J.S.2C:15-1
- (17) Contempt of a domestic violence order pursuant to subsection b. of N.J.S.2C:29-9 that constitutes a crime or disorderly persons offense
- (18) Any other crime involving risk of death or serious bodily injury to a person protected under the "Prevention of Domestic Violence Act of 1991," P.L.1991, c.261 (C.2C:25-17 et al.)
- (19) Cyber-harassment P.L.2013, c.272 (C.2C:33-4.1)

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).

b. "Law enforcement agency" means a department, division, bureau, commission, board or other authority of the State or of any political subdivision thereof which employs law enforcement officers.

c. "Law enforcement officer" means a person whose public duties include the power to act as an officer for the detection, apprehension, arrest and conviction of offenders against the laws of this State.

d. "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 household member or was at any time a 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. Note: See Dating Violence Section

which follows.

e. "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.

### Dating Violence

The Federal Clery Act defines the crime of dating violence (used in Clery Act classification) as follows:

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 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.
- For the purposes of this definition-
  - Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - Dating violence does not include acts covered under the definition of domestic violence.
- For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

The State of New Jersey defines dating violence in 2C:25-19(d), which is listed above within the "New Jersey state" definition of domestic violence as follows: (As used in this act as defined in New Jersey Title 2C Code of Criminal Justice used in criminal charges).

The New Jersey State Code definition "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. "

Can be found in 2C:25-19 subsection (d) dating:

"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.

Note: For Clery Act required reporting "Dating Violence" is covered under the New Jersey definition of Domestic Violence and is counted as-"Domestic Violence" for Clery Act reporting purposes.

### Stalking

The Federal Clery Act defines the crime of stalking (used in Clery Act classification) as follows:

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

For the purposes of this definition—

- *Course of conduct* means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
- *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
- *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

The State of New Jersey defines stalking as follows:

2C:12-10. (As used in this act as defined in New Jersey Title 2C Code of Criminal Justice used in criminal charges).

Definitions; stalking designated a crime; degrees, in New Jersey:

1. a. As used in this act:

(1) "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.

(2) "Repeatedly" means on two or more occasions.

(3) "Emotional distress" means significant mental suffering or distress.

(4) "Cause a reasonable person to fear" means to cause fear which a reasonable victim, similarly situated, would have under the circumstances.

b. 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.

c. 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.

d. A person who commits a second or subsequent offense of stalking against the same victim is guilty of a crime of the third degree.

e. 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.

f. This act shall not apply to conduct which occurs during organized group picketing.

### **Education and Prevention Programs - Dating Violence, Domestic Violence, Sexual Assault and Stalking**

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

- 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
- 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 all students and employees that:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
- Defines using definitions provided both by the Department of Education, as well as, state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
- Defines what behavior and actions constitute consent to sexual activity in the State of New Jersey and the definition of consent found in the Student Sexual Misconduct and Harassment Policy and the purpose for which that definition is used;
- Provides 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;

- Information on risk reduction. Risk reduction means options designed to decrease 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.
- Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act. Information regarding:
  - 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)
  - how the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  - 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 “Assistance for Victims: Rights and Options” elsewhere in this report); and
  - 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 report);
  - 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 report);
- The University has developed an annual educational campaign, which includes but is not limited to, workshops, online training and the distribution of educational materials to new students and new employees.

Training Note: The Department of Public Safety and Office of Emergency Management provides campus safety awareness presentations during new student orientations and other programs as outlined in detail in the following pages of this report.

### **Primary Prevention and Awareness Programs (New Students and Employees)**

The University offered primary prevention and awareness programs for new students and employees in 2022-2023 and plans to do so in 2024, to prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking.

#### New Student Orientation Programs

- Glassboro Main Campus and RUCAB: All student orientations for these campuses are conducted on the Glassboro Main Campus.
- CMSRU: All student orientations are held on the CMSRU, Camden Campus.
- Rowan-Virtua SOM (Stratford and Sewell): New students to Rowan-Virtua SOM participate in a multi-day orientation program held only on the Rowan-Virtua SOM Campus. Transfer students receive orientation individually.

Consent and Respect: This online training is required of all freshmen students at our campuses.

Every member of our Rowan community has the right to access and benefit from the educational programs, activities, and services of the University free from any form of sexual violence, harassment, or exploitation. Rowan University does not tolerate sexual misconduct or harassment of any kind. To further educate our community about preventing and addressing sexual assault/sexual misconduct, relationship violence and stalking. All Rowan freshmen are required to complete the online Alcohol-Wise and Consent & Respect courses before attending classes.

<https://sites.rowan.edu/wellness/hci/alcohol-wise.html>

### New Students

The following are examples of the frequency and content of these programs that are regularly offered to new students each year. Note: \***DoV** means Domestic Violence, **DaV** means Dating Violence, **Sa** means Sexual Assault, **S** means Stalking

Name of Program	Topics Covered	Months Held
Freshmen and Transfer Student Spring Orientations	<i>DoV, DaV, Sa, S</i>	Winter- 2022, 2023
Freshmen and Transfer Student Summer Orientations	<i>DoV, DaV, Sa, S</i>	June, July, August, September - 2022, 2023

Note: Held during Student Orientations, “Parent Talks” are also provided to parents covering sexual health and other issues including Sexual Assault, Domestic/Dating Violence and Stalking Awareness.

Name of Program	Location	Topics Covered	Months Held
New Student Orientation (CMSRU)	Cooper Medical School of Rowan University	DoV, DaV, Sa, S	August- 2022, 2023
ASCEND EOF Orientation	Rowan University Camden Academic Building (RUCAB)	DoV, DaV, Sa, S	July- 2022, 2023
New Student Orientation (Rowan-Virtua SOM)	Rowan-Virtua School of Osteopathic Medicine (Rowan-Virtua SOM) Campus	DoV, DaV, Sa, S	January, June, July, August - 2022, 2023

### New Employees

The University offered primary prevention and awareness programs in 2022-2023 and plans to do so for 2024, to prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking programs for all new employees as a part of the New Employee Orientation and additionally as indicated in the tables in this report.

#### New Employee Orientation Programs:

New Employee Orientation is held traditionally/regularly on the Glassboro Main Campus for all campuses (except for Rowan-Virtua SOM, which is held on that campus). The orientation is led by a representative of the Human Resources Department and a detailed slide presentation is provided. (To include Primary (initial) prevention and awareness programs to prevent Dating Violence, Domestic Violence, Sexual Assault and Stalking, Security Procedures and Practices and Crime Prevention). Title IX and VAWA (Sexual Assault, Domestic/Dating Violence and Stalking) training is required of all employees and provided online. This is ongoing.

### **Ongoing Prevention and Awareness Programs (Students and Employees)**

The University offered ongoing awareness and prevention programs for students and employees in 2022-2023 and plans to do so in 2024, to prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking. The following overview is an example of the frequency and content of these programs which are offered each year and conducted on the Glassboro Campus:

Name of Program	Topics Covered	Months Held
Clery Act Compliance	Familiarize all RLUH staff with the mandatory crime reporting requirements of the Clery Act	August- 2022, 2023
Clery Act CSA Training	Familiarize RLUH staff with the CSA requirements of the Clery Act	August- 2022, 2023 and online
Green Dot/Bystander Intervention Training	Sexual Violence Prevention for PROS-Residential Peer Referral Orientation staff	April- 2022, February 2023



Green Dot Training	Sexual Violence Prevention students, Wellness Center Staff, Greek Life	Ongoing throughout year
Green Dot Training	Training for RLUH undergraduate staff regarding bystander intervention	August- 2022, 2023
Onsite Title IX Awareness Training	Title IX provided to faculty, staff and students throughout the year.	Ongoing throughout year
Sexual Violence Prevention Committee Meetings	Planning sessions with staff, faculty, administrators, and students for policy recommendation	Monthly throughout year
Sex Education Awareness- Title IX	Wellness Center Sex Education Training focused on Consent- For general student population	March 2023
Title IX Awareness Campus Training	Covering Dating and Domestic Violence, Stalking and Sexual Assault. Includes: Students, New Faculty, Community Assistants, Athletics, Student Clubs	Ongoing throughout year
Title IX Training for RLUH and PROS	Presentation to RLUH staff and PROS regarding Title IX, sexual misconduct, and harassment issues	August-2022, 2023
Recognizing the 50 <sup>th</sup> Anniversary of Title IX	In person and social media events for entire Rowan community.	Spring 2023

Note: All University employees, first-year students, medical students and transfer students are required to take a course on Title IX annually covering Sexual Assault, Domestic and Dating Violence and Stalking awareness and prevention. Since 2021, the Office of Student Equity and Compliance (OSEC) in collaboration with the Office of Human Resources has utilized an online learning program in line with the University's commitment to a safe campus environment free of sexual harassment, assault, and misconduct that is required annually. Not Anymore program, is a suite of interactive online learning modules designed to prevent sexual harassment, assault, and misconduct on college campuses. This program is used by many Higher Education Institutions across the country. All University employees are also required to take a bi-annual online training review on the University's anti-discrimination and sexual harassment policy. This training review addresses prohibited employee conduct with respect to sexual harassment in the university setting and with respect to all individuals associated with the University.

The Wellness Center also offered many programs, throughout 2022-2023 and plans to do so for 2024, which include:

- Parent Orientations- These presentations will enhance parents and family members' ability to talk to young adults about sex and sexual assault with the goal of increasing students' safety and wellness while reducing the risk of violence.
- Suicide Prevention, Alcohol/Drug Awareness, Mental Health/Sexual Health/Sexual Violence

In addition, at these campuses, ongoing awareness and prevention programs for students and employees to prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking have included the following. The following overview is an example of the frequency and content of these programs offered each year:

Name of Program	Location	Topics Covered	Months Held
Domestic/Dating Violence, Workplace Violence Awareness	Rowan-Virtua School of Osteopathic Medicine (Rowan-Virtua SOM)	Employees and students attend seminars throughout the year on topics including Domestic/Dating Violence, Workplace Violence awareness.	Held regularly throughout year

### Further Information: Annually Offered Programs

**Videos and Additional Resources (On-Line):** The Office of Student Equity and Compliance offers numerous videos related to Dating Violence, Domestic Violence, Sexual Assault and Stalking and other related subjects for the whole campus community, staff, and students:

<https://sites.rowan.edu/ossec/titles/ix/resources/>

**Green Dot Bystander Intervention:** Green Dot is a comprehensive approach to violence prevention that capitalizes on the power of bystander awareness and intervention. The model targets all community members as potential bystanders, and seeks to engage them through awareness, education, and skills-practice in proactive behaviors that establish intolerance of violence as the norm and encourages intervention in high-risk situations – resulting in the ultimate reduction of violence. <https://sites.rowan.edu/sexualviolenceresponse/green-dot.html>  
“The power of Green Dot is simple: Red dots bad. Green dots good. You decide.”

**Sexual Assault Awareness Month:** Founded in 2001 by the National Sexual Violence Resource Center, every April is Sexual Assault Awareness Month, observed at Rowan. The focus is to bring awareness around sexual violence and educate communities in hopes that we may soon see an end to sexual violence worldwide. The University community is reminded of the reporting options, support services and resources available on and off campus. The Office of Student Equity and Compliance (OSEC) provides information regarding our policies and procedures related to sexual harassment, sexual assault and sexual misconduct on the website: OSEC <https://sites.rowan.edu/diversity-equity-inclusion/departments/ossec/index.html>

**Sexual Violence Prevention Program:** Ongoing- The Sexual Violence Prevention Program is a multi-faceted approach to keeping our campus safe and empower the Rowan community to help stop power-based personal violence. <https://sites.rowan.edu/sexualviolenceresponse/index.html>

**Student Advisory Council (OSEC):** Diverse body of students tasked with advising the Office of Student Equity and Compliance-Title IX (OSEC) on sexual violence awareness and prevention education, discrimination awareness and prevention education. Hold decision makers accountable in the procedures, implementation and enforcement of Title VI and Title IX. Ensure compliance with investigation and adjudication, campus culture and climate, marketing, and message. <https://sites.rowan.edu/ossec/student-advisory-council.html>

**Take Back the Night:** Was held April 4, 2023 and is planned annually. Take Back the Night is a worldwide movement to stand up against sexual violence and allows for the Rowan Community to speak, stand, and empower against sexual violence. There were topics discussed that range from sexual assault statistics, information on current legislature, bystander intervention, and other resources.

### Additional Multiple Outreach Strategies

As previously conveyed and as further outlined throughout the Annual Security and Fire Safety Report, prevention and awareness programs provided to the Rowan University community utilize multiple strategies throughout the year to reach all populations of students and employees at the University. These campaigns include, but are not limited to:

**Communication strategies:** such as social media posts, email blasts, notices on bulletin boards, posters, and/or radio and campus newspaper advertisements.

**Programs:** such as Take Back the Night events or a Safe Walk service, and the materials used to promote these activities.

**Booths/Tables:** at student fairs or other University campus events.

**Panel events:** not only with the University but also surrounding community.

**Faculty discussing issues and available services:** in the classroom, or advertising programs or events.

**Online programs:** through University web pages (such as Department of Public Safety, Title IX, Student Life, Wellness) and Learning Management Systems (LMS).

**Guest speaking:** by subject matter experts from the University or outside professionals (for example from Public Safety, Title IX, Wellness, etc.) at campus organization events, meetings, etc.

Examples include:

**9 Things to Know About Title IX in 89 Seconds:**

<https://sites.rowan.edu/osec/titles/ix/resources/ix-videos.html>

**Preventing Drink Spiking: How to Spot and Avoid Drink Spiking:** We share this information to reduce risks and enhance campus safety, with no intent to blame victims of crime. Only criminals are responsible for their crimes.

<https://sites.rowan.edu/wellness/hci/prevent-drink-spiking.html>

How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” (*Taken from Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. (Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse).* Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, Call 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

**Watch out** for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.

**Confront** people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.

**Believe** someone who discloses sexual assault, abusive behavior, or experience with stalking.

**Refer** people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

**Speak up** when someone discusses plans to take sexual advantage of another person.

Risk Reduction

Sexual assault is most often a predatory crime. Prosocial bystanders can impact the predator’s ability to complete acts of violence. Rowan University does not tolerate any acts of sexual violence (Domestic Violence, Dating Violence, Sexual Assault and Stalking).

As a community of bystanders, we can be alert to the following predatory behavior:

- Predators will work to isolate their victims.
- Predators take advantage of or create vulnerability by using impairment from drugs/alcohol; freshman status on campus; desire for acceptance and belonging and isolation from friends and/or public situations.
- Predators often use attention to engender trust, attraction, and submission.
- Predators often engage in behavior that is inappropriate to gauge how “charmed” the potential victim is and to see if someone will confront the inappropriate behavior.
- Predators will use guilt and blame to shut down any hesitation or assertiveness by the potential victim.

Bystanders who have knowledge of these “red flags” and intervene in situations that elicit concern can reduce the likelihood of a sexual crime happening. As a community we can reduce the overall likelihood that sexual assault occurs if we reduce vulnerability and access to potential victims.

- When awareness is lost, vulnerability increases. Increase awareness by knowing your surroundings and people you can access for help as well as who you can potentially assist if needed.

- Trust your instincts. If you feel that “something isn’t right”, don’t be afraid to act on that feeling and leave, ask for help or check in with someone to see if they need assistance.
- Alcohol is the most frequent drug used to create vulnerability. Predators may look for unattended drinks or offer someone a drink that has been spiked in some way. Punch bowls or large, open containers can be filled with a mixture of alcohol that can but used to incapacitate people. Drink spiking is against the law. If you suspect that either you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). It is important to get medical attention. Be explicit with doctors so they can give the correct tests.
- Look out for each other. If a predator is aware that a potential victim has a friend group who is aware and willing to intervene, they are less likely to act. Similarly, if a predator knows that an establishment or party has vigilant employees or hosts, they are less able to follow through with a crime.
- Use call boxes and cell phones to access help. If you or someone else needs help, contact law enforcement by using call boxes on campus and/or calling 911 directly by using your cell phone.

If someone makes you feel uncomfortable or scared or you see something scary happening, your body may react in a way that is out of your control. Each person may react differently given the hormonal reaction in their body. Some people may be able to yell, fight back or run away. Many people will “freeze” and not be able to act at all. It is not your fault. Under stress, the body goes into survival mode, and you may not be able to think clearly or act purposefully. If you can think clearly and act on those thoughts, here are some options:

- Breathe and settle. We all startle under stress but we may be able to shorten our startle response by breathing and reducing our panic so we can start to think more clearly.
- Look for an escape route. Where are the doors, windows or exits? Are there people around who might be able to help you? Is there a phone or call box nearby?
- Set a clear boundary. Tell the person what you want or don’t want a strong, clear voice.
- Lie. If you are worried about hurting someone’s feelings or scared of being hurt, lie about the situation as a strategy to get away or reduce vulnerability. Say that you need to take care of a friend; that you are not feeling well, or your friend is coming to meet you.
- Have a code word with your friends or family. Call or text that word if you don’t feel comfortable with the person you are with knowing. Someone can then come to get you or make up an excuse for you to leave.

If you freeze and are unable to do any of these things, remember that it is not your fault, and you did the best you could under an extremely terrible situation. Talk to someone you trust and tell them what happened. If someone comes to you about an assault:

- Be compassionate.
- Help them get to a safe place immediately.
- Tell them you believe them.
- Encourage them to seek medical attention if needed.
- Offer to accompany them to a counselor to talk about what happened and review their options.

### **Facts about power-based personal violence and Sexual Violence**

<https://sites.rowan.edu/sexualviolenceresponse/facts.html> The facts noted on this site are from data gathered from research on sexual violence and national crime statistics. Sexual assault is one of the most under reported crimes. It is estimated that less than half of the crimes involving sexual violence are reported. If the assailant is someone the survivor knows, it is even less likely to be reported.

### **Resource Information Provided Directly to Victims of Sexual Assault, Domestic Violence, Dating Violence and Stalking**

The University has procedures in place that strive to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking. The University informs individuals about their right to file criminal charges, as well as the availability of on and off campus resources including counseling, medical health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services both on and/or off campus. As well as reporting the

incident to law enforcement, protective services, reporting options criminal and/or University complaint, confidential reporting, interim measures to prevent contact between a complainant and an accused party, such as housing, academic, transportation and work accommodations. The University will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the Rowan University Police or local law enforcement. You could get support if something happened days, weeks, months or even years ago. There are no limits to using any resource.

Resources: <https://sites.rowan.edu/ossec/titles/ix/resources/partner-violence.html>

Reporting form: [https://cm.maxient.com/reportingform.php?RowanUniv&layout\\_id=17](https://cm.maxient.com/reportingform.php?RowanUniv&layout_id=17)

### Written Notification

The University will provide victims (employees and students) with a written list of all these resources, both on-campus and off-campus, to address the medical and other support needs of the victim. This written notification to students and employees includes, definitions of “Sexual Misconduct at Rowan”, options after the incident- such as confidential counseling, medical assistance/attention, reporting the incident, including law enforcement or institutionally, the University’s response and legal resources for the victim and accused, and preserving evidence. The accommodations available to them, including academic, living, working, transportation and protective orders. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations and how to request accommodations and protective measures. Students will be informed of their right to an Advisor of their choice during the Grievance Process to provide advice on procedural matters, as well as conduct cross-examination during any Hearing. Also written notification is provided to all students and employees annually through the Rowan University “Daily Mail”. It is practice that once the Title IX office receives a report of an incident of sexual assault, domestic violence, dating violence or stalking, the victim will receive an offer of assistance letter. A hard copy of this resource list is also provided to victims upon meeting with Public Safety. This same list is also available online and is emailed to any inquiring individuals.

Note: The same information provided in writing to employee and student victims is also provided in the following sections of this report.

### Contact Information for Campus Resources:

Student Equity and Compliance (Title IX): (856) 256-5830

Department of Public Safety: (856) 256-4922

Residential Learning and University Housing: (856) 256-4500

Counseling and Psychological Services: (856) 256-4222

Office of Community Standards: (856) 256-4242

Human Resources/Employee Assistance: (856) 256-4306

### **Medical Attention/Preserving Evidence:**

#### Seek Medical Attention:

You can receive health care, such as medications to prevent infections or pregnancy, after a Sexual Assault incident. To learn more information about obtaining a Sexual Assault Forensic Exam Kit, go to <https://www.rainn.org/articles/rape-kit>

### Rowan On Campus Resources:

- Student Health Center, Winans Hall, Glassboro Campus, (856) 256-4333  
<https://sites.rowan.edu/wellness/health/index.html>

### Community Off Campus Resources:

- Jefferson Hospital-Washington Twp. 435 Hurffville-Cross Keys Road Turnersville, NJ (856) 582-2500
- Inspira Hospital-Mullica Hill (By Rowan-West/SJTP Campus) 700 Mullica Hill Road (Rt. 322) Mullica Hill, NJ (856) 508-1000

- Both Jefferson and Inspira are SANE sites (Sexual Assault Nurse Examiner). These nurses are specially trained to care for victims of sexual assault and to conduct a medical evidence collection kit.
- Call SERV's 24 hour hotline to request an advocate accompaniment for care 1-866-295-SERV (7378)

### **Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs**

After an incident of sexual assault and domestic/dating violence, the victim should consider seeking medical attention as soon as possible at Jefferson Hospital-Washington Township, Inspira Hospital-Mullica Hill for the Glassboro campus and Rowan-Virtua SOM campus in Sewell, Cooper University Hospital, Camden, for CMSRU and Jefferson Hospital-Stratford for the Rowan -Virtua SOM campus in Stratford. In New Jersey, evidence may be collected even if you chose not to make a report to law enforcement. Information and evidence gathering will be conducted by Sexual Assault Nurse Examiner-SANE, or Sexual Assault Examiner. Each county will have a policy and procedure allowing the evidence to be preserved for at least 90 days and up to five years, affording the victim the opportunity to determine if evidence will be turned over to the police. The victim will be informed of the county procedure for evidence storage and correct steps if they want to proceed with prosecution. The name of the victim will be asked by SANE.

### **Preserving Evidence (Domestic Violence, Dating Violence, Sexual Assault and Stalking)**

To preserve evidence, it is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours. This will preserve evidence that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible criminal prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Public Safety or other law enforcement to preserve evidence if the victim changes her/his mind later to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to university hearing boards/investigators or police.

### **Reporting Options- Domestic Violence, Dating Violence, Sexual Assault and Stalking**

Although the university strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus law enforcement and campus authorities and/or local police) it is the victim's choice whether to make such a report and victims have the right to decline involvement with the police.

Reports generally are made to Public Safety and OSEC-Title IX, note that Human Resources (*employee related*), Student Life and Wellness can also receive reports of Sexual Assault, Domestic Violence, Dating Violence and Stalking. The University will assist any victim with notifying law enforcement if the victim so desires. As stated, if you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator (*contact below*) by calling, writing, or coming into the office to report in person and to the Rowan University Police Department (*if the victim so desires*). You can also report the incident to a Campus Security Authority-CSAs and the offices identified below.

Reporting Options: You may pursue either, both or none of these options. You are not required to file a report immediately; however, it is important to preserve any evidence of the incident. Detailed information about your reporting options is available at <https://sites.rowan.edu/diversity-equity-inclusion/departments/osec/titleix/ix-reporting.html>



### **University Complaint (Non-Criminal): Reporting to the University**

A student/employee may choose to report an incident of Sexual Harassment/Sexual Assault to the University before they have decided about whether to report to law enforcement. A student/employee has the right to file a criminal complaint and a Title IX Formal Complaint simultaneously. Once a Report of Sexual Harassment/Sexual Assault has been received, whether a Formal Complaint has been filed, the University will provide written notification to the Complainant about existing counseling, health, mental health, student advocacy, employee advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services that are available at Rowan and in the surrounding communities. For more information on these services please visit OSEC's website. Reports of incidents alleging to involve Sexual Harassment/Sexual Assault or sex discrimination in a university program or activity should be made to the Title IX Coordinator in person, by mail, by electronic mail, or by filling out a report. Interim Title IX Coordinator: Joe Mulligan, mulligan@rowan.edu.

**Policy of Immunity-** The University will grant immunity for using alcohol and drugs to both a Complainant and/or Respondent unless the alcohol or drug was used knowingly to perpetrate violence. No one should be fearful of obtaining resources or remedies from a violent crime because they were intoxicated. In addition, the University will not pursue disciplinary action for drug or alcohol violations, or most other violations of the Student Code of Conduct, against a party or witness who comes forward in good faith to Report Sexual Harassment/Sexual Assault. See Rowan University Good Samaritan Policy.

**Criminal Complaint:** You are not required to file a criminal complaint. If you choose to, Rowan will provide you with support throughout the process. You may file a criminal complaint by contacting the police, as explained in the next section of this report under "Reporting Incident to Police".

**Assistance:** In addition, prior to filing a Report or Formal Complaint, a person may reach out to the following individuals to discuss their reporting options. The below individuals are Responsible Employees under this policy and, therefore, should report the incident to the Title IX Coordinator. However, their knowledge of any incident does not constitute Actual Knowledge by the University. Thus, if a student/employee wishes to ensure a Report/Formal Complaint has been made, the individual should also reach out to the Title IX Coordinator. Students and employees can report incidents and obtain assistance, including reporting to law enforcement (if the victim so desires):

#### Athletics / LGBTQIA+:

Penny Kempf, Associate Athletic Director  
Athletics Office, Esby Gym, Glassboro Campus  
856-256-4679, kempf@rowan.edu

#### Cooper Medical School of Rowan University:

Dr. Marion Lombardi, Chief Student Affairs Officer  
Room 366, CMSRU Medical Education Building, Camden,  
856-361-2850, lombardim@rowan.edu

#### Rowan-Virtua University School of Osteopathic Medicine:

Dr. Paula Watkins, Director of Enrollment Services  
Suite 210 Academic Center, One Medical Center Drive, Stratford,  
856-566-7050, fennerpa@rowan.edu

#### Graduate School of Biomedical Sciences:

Dr. Diane Worrada, Director  
42 East Laurel Road, UDP, Suite 2200, Stratford  
856-566-6282, worrada@rowan.edu

### Chamberlain Student Center & Campus Activities:

Joseph Lizza, Director

Chamberlain Student Center, Glassboro Campus

856-256-4696, lizzaj@rowan.edu

### University Resources:

- Title IX/OSEC: Investigator (856) 256-5831
- Title IX/OSEC: Coordinator (856) 256-5440
- Rowan Public Safety (Police): (856) 256-4922
- Residential Learning /University Housing: (856) 256-4500
- Counseling and Psychological Services: (856) 256-4222
- Office of Community Standards: (856) 256-4242
- For Employees- Office of Employee Equity and Labor Relations: (856) 256-4320

### Reporting Incident to Police

Where criminal behavior is involved, the University encourages, and will assist students/employees with, reporting to law enforcement. However, students/employees have the right to decline notifying law enforcement. For criminal offenses that occur on the University campus, students/employees should immediately contact Rowan Public Safety, (856) 256-4911. Rowan Public Safety can assist students/employees in contacting and filing a report/complaint with any other agency when the incident did not occur on campus. You can report the incident to police by calling one of the numbers provided. Your decision to report to the police will not affect your ability to file a complaint through the University's procedures, which are independent of the criminal process. The University resources provided can assist you.

### How to Contact the Rowan University Police:

Emergency Call 911

Rowan University Department of Public Safety (Police): (856) 256-4922

Note: LGBTQIA+ students should know that every Rowan Public Safety Officer will assist them should they choose to report sexual misconduct. If an LGBTQIA+ student would like to speak directly with the Rowan University LGBTQIA+ police liaison, ask for Lieut. Rachel Baum.

The University Police will assist any victim with notifying local police if they so desire at the following Off-campus agencies:

Glassboro Campus: Glassboro Police Dept., 1 South Main Street, Glassboro, NJ (856) 881-1500

<http://www.glassboropd.org/>

Cooper Medical School (CMSRU), Camden Academic Building (RUCAB) (Camden Campuses): Camden County Police Dept., 800 Federal Street, Camden, NJ (856) 757-7440 <http://camdencountypd.org/>

Rowan-Virtua SOM Campus: Stratford Police Dept., 315 Union Ave., Stratford, NJ (856) 783- 8616

<http://police.stratfordnj.org/>

West Campus/South Jersey Technology Park Campus: (Depending on location of incident)

Mantua Twp. Police Dept., 405 Main St., Mantua, (856) 468-1920

<http://www.mantuatownship.com/departments/police/>

Harrison Twp. Police Dept., 137 North Main St., Mullica Hill, (856) 478-6839

<http://harristownship.us/municipal-departments/police-department/>

### Other Reporting Options

Individuals also have the right to file a complaint with federal/state agencies that investigate Sexual Harassment, Sexual Assault, and discrimination. An external complaint must be filed directly with the agency, and each agency should be consulted to determine proper deadlines for filing.

Office of Civil Rights, U.S. Department of Education: New Jersey, New York, Puerto Rico, Virgin Islands OCR  
New York Office, 32 Old Slip, 26th Floor, New York, NY 10005-2500, Telephone: (646) 428-3800, Fax: (646) 428-3843,  
Email: OCR.NewYork@ed.gov

Equal Employment Opportunity Commission: Philadelphia District Office  
801 Market Street, Suite 1000 Philadelphia, PA 19107-3126, Telephone: (800) 669-4000 / (267) 589-9700, Fax: (215) 440-2606, Email: PDOContact@eeoc.gov

New Jersey Division on Civil Rights: Southern Regional Office  
5 Executive Campus, Suite 107, Cherry Hill, NJ 08034, Telephone: 856-486-4080, Fax: 856-486-2255

Note: The services/information provided in the previous sections of this report is again provided in writing to all employee and student victims.

### **Overview of Procedures University Follows When Reported**

Sexual Misconduct is an umbrella term used. It includes the VAWA offenses of Sexual Assault, Dating and Domestic Violence and Stalking.

Sexual Harassment is defined as part of the University's policies as conduct based on sex, through any medium, that satisfies one or more of the following:

*Title IX Sexual Harassment/Sexual Assault Policy, rev. 6-30-23:*

- An employee of the University conditions the provision of aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct; or
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person of equal access to the University's Education Program or Activity.

*Student Sexual Misconduct and Harassment Policy, rev. 6-30-23:*

- Unwelcome sexual or gender based verbal or physical behavior, through any medium, determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person of equal access to the University's education program or activity.

Policies in full can be found here: <https://sites.rowan.edu/ossec/titles/ix/title-ix-final-regulations.html>

If a report of domestic violence, dating violence, sexual assault, or stalking (Students and Employees) is reported to the University, the following procedures will be followed. Note: In this report the "Victim or Accuser" may be referred to by the term "Complainant". "Accused" may be referred to by the term "Respondent". Both may also be referred to by the term "parties".

### Procedure Rowan University Will Follow

#### Incident Being Reported

##### Sexual Assault

- Depending on when reported (immediate vs delayed report), University will provide complainant with access to medical care.
- University will assess immediate safety needs of complainant.
- University will contact the Complainant to discuss available Supportive/Interim Measures.
- University will inform the Complainant that the Supportive/Interim Measures are available with or without a Formal Complaint.
- University will explain the process for filing of a Formal Complaint.

- University will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department.
- University will provide complainant with referrals to on and off campus mental health providers.
- University will offer non-disciplinary and non-punitive individualized services in the form of supportive and interim measures.
- University will assess need to implement interim or long-term protective measures, if appropriate.
- University will provide the victim with a written explanation of the victim's rights and options.
- University will provide a "No trespass" or "No contact" directive to accused party if deemed appropriate.
- University will provide written instructions on how to apply for Protective Order.
- University will provide written information to complainant on how to preserve evidence.
- University will provide a copy of the applicable policy to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution.
- University will inform the complainant of the outcome of any investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.
- University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

#### Stalking

- University will assess immediate safety needs of complainant.
- University will contact the Complainant to discuss available Supportive/Interim Measures.
- University will inform the Complainant that the Supportive/Interim Measures are available with or without a Formal Complaint.
- University will explain the process for filing of a Formal Complaint.
- University will offer non-disciplinary and non-punitive individualized services in the form of supportive and interim measures.
- University will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department.
- University will provide written instructions on how to apply for Protective Order.
- University will provide written information to complainant on how to preserve evidence.
- University will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.
- University will provide the victim with a written explanation of the victim's rights and options.
- University will provide a "No trespass" or "No contact" directive to accused party if deemed appropriate.

#### Dating Violence

- University will assess immediate safety needs of complainant.
- University will contact the Complainant to discuss available Supportive/Interim Measures.
- University will inform the Complainant that the Supportive/Interim Measures are available with or without a Formal Complaint.
- University will explain the process for filing of a Formal Complaint.
- University will offer non-disciplinary and non-punitive individualized services in the form of supportive and interim measures.
- University will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department.
- University will provide written instructions on how to apply for Protective Order.
- University will provide written information to complainant on how to preserve evidence.
- University will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.
- University will provide the victim with a written explanation of the victim's rights and options.

- University will provide a “No trespass” or “No contact” directive to accused party if deemed appropriate.

#### Domestic Violence

- University will assess immediate safety needs of complainant.
- University will contact the Complainant to discuss available Supportive/Interim Measures.
- University will inform the Complainant that the Supportive/Interim Measures are available with or without a Formal Complaint.
- University will explain the process for filing of a Formal Complaint.
- University will offer non-disciplinary and non-punitive individualized services in the form of supportive and interim measures.
- University will assist complainant with contacting local police if complainant requests and complainant provided with contact information for local police department.
- University will provide written instructions on how to apply for Protective Order.
- University will provide written information to complainant on how to preserve evidence.
- University will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.
- University will provide the victim with a written explanation of the victim’s rights and options.
- University will provide a “No trespass” or “No contact” directive to accused party if deemed appropriate.

Notifications letters are given to the parties (victim-complainant and accused-respondent) at the start of any investigation of the above offenses by the Office of Student Equity and Compliance.

#### Adjudication of Violations

The procedures (for students and employees) are intended to afford a prompt, fair and impartial process from the initial investigation to the final response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy. In all instances, the process will be conducted in a manner that is consistent with the University’s policy and that is transparent to the parties (accuser and the accused). The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against either party. Whether or not criminal charges are filed, the university, or a person, may file a complaint for complaints of sexual harassment, sexual assault, sexual misconduct to the Office of Student Equity and Compliance-OSEC; if the conduct fits the definitional and jurisdictional requirements of Title IX, whether the respondent is student or employee, it will be handled under the Title IX Sexual Harassment/Sexual Assault Policy; if the conduct does not fit the definitional or jurisdictional requirements of Title IX, and the respondent is a student, the matter will be handled under the Student Sexual Misconduct and Harassment Policy (or Student Code of Conduct); and finally, if the conduct does not fit the definitional or jurisdictional requirements of Title IX, and the respondent is an employee, the matter will be handled under the matter will be handled under the Policy Prohibiting Discrimination in the Workplace and Educational Environment.

Note: The following times are approximate: The University will ordinarily complete its investigation and disciplinary process, if any, within one hundred and twenty (120) calendar days. All timeframes may be extended by the Investigator or other administrator for good cause, with written notice to the Complainant and the Respondent of the delay and the reason for the delay.

- The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
- The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding; and
- Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified

simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

### Overview of the Student Process

Applicable to students accused of domestic violence, dating violence, sexual assault and stalking:

- Report Received by the Office of Student Equity and Compliance.
- Title IX Coordinator will contact the Complainant to discuss available Supportive/Interim Measures, while taking into consideration the Complainant's wishes; inform the Complainant that the Supportive/Interim Measures are available with or without a Formal Complaint; explain the process for filing of a Formal Complaint.
- Complainant or the University initiates formal Title IX process by completing Formal Complaint Form.
- Written notice of the date, time, location, participants, and purpose of all investigative interviews, hearings, or any other meetings, will be provided to any party whose participation is invited or expected, with sufficient time for the party to prepare to participate.
- Each party is permitted to have their Advisor present during any investigatory interview, or other meeting. However, while the party has the right to communicate with their Advisor during any meeting, the Advisor does not have speaking privileges during the investigation/investigatory interviews.
- Impartial and thorough investigation conducted: Witnesses interviewed/ evidence reviewed.
- An initial Investigation Report, along with all of the evidence gathered by the investigator will be shared with the parties and their Advisors (if any) simultaneously. Each party may respond to the investigator in writing, within ten (10) calendar days of receipt of the initial report/evidence.
- Investigator reviews additional information (if any) and draft final investigative report, within 14 days.
- Final report submitted to the Office of Community Standards for adjudication.
- Appeal process.

### Overview of the Employee Process

Applicable to employees accused of domestic violence, dating violence, sexual assault and stalking:

- Complaint is made to or otherwise referred to the Office of Employee Equity (OEE).
- OEE makes determination to proceed to investigation (\*When enough information is received from complainant.)
- If no (not investigating), Closing Letter is sent to the Complainant.
- If yes (investigating), Interim Measures assessed by OEE.
- Acknowledgement letter sent to Complainant and Respondent by OEE.
- Investigation by OEE (\*Approximately within 120 days).
- Investigation Report complete and submitted to University President's designee (\*Approximately within 120 days).
- Determination letter sent to Complainant and Respondent by President's designee.
- If investigation is incomplete in approximately 100-120 days a Notice of Extension sent to Complainant and Respondent for 60 day extension.
- Appeals to a determination letter made by an employee who is in a job covered by civil service are made to the New Jersey Civil Service Commission. With respect to an employee who is in a job that is not covered by civil service, a request to appeal is initiated by sending the request to the University's President's Chief of Staff.

### Employee Sanctions for Sexual Misconduct (Dating/Domestic Violence, Sexual Assault and Stalking) and Harassment Violations

Upon completion of the investigation, the Vice President of Human Resources or designee may determine that the employee found in violation of the policy may be subject to disciplinary action including removal from Rowan facilities, reduction in rank/salary, reassignment, written reprimand, suspension or termination of employment for cause. In appropriate cases, employees may be required to attend appropriate training or other remediation as a condition of employment. The University may also take any other appropriate corrective action to prevent recurring conduct and to



correct its effect on the complainant and others. Further information with respect to the specific disciplinary processes (including appeal procedures) for each union can be found in the disciplinary provisions in the collective negotiations agreements themselves.

- For unions for employees located on the Glassboro and Camden campuses, the agreements can be found: [https://www.perc.state.nj.us/publicsectorcontracts.nsf/Contracts%20By%20Employer%20Search/\\$searchForm?SearchView](https://www.perc.state.nj.us/publicsectorcontracts.nsf/Contracts%20By%20Employer%20Search/$searchForm?SearchView)
- For unions for employees located on the Rowan-Virtua SOM -Stratford/Sewell campuses, the agreement can be found: <https://som.rowan.edu/oursom/resources/hr/>
- Corrective and disciplinary actions will be determined on a case-by-case basis. Disciplinary action is not pre-determined based upon allegation type. Prior violations of applicable policies, prior disciplinary action and the facts of the allegation may be considered in determining appropriate corrective action. Disciplinary actions may be subject to Civil Service appeal or union grievance/arbitration. Referral to another appropriate authority for review for possible violation of State and Federal statutes may also be appropriate. Disciplinary action is also subject to the terms and conditions of collective bargaining agreements and the New Jersey Civil Service Act.

#### Student Sanctions for Sexual Misconduct (Dating/Domestic Violence, Sexual Assault and Stalking) and Harassment Violations

Not all forms of sexual misconduct will be deemed to be equally serious offenses, and the University reserves the right to impose differing sanctions, ranging from official warning to expulsion, depending on the severity of the offense. The University will consider the concerns and rights of the complainant and the Respondent of sexual misconduct. The Administrative Hearing Officer or the Sexual Misconduct Hearing Board will determine the most appropriate sanction in each specific case, taking into consideration the severity of the conduct represented in the complaint as well as any mitigating circumstances. There will be no deviation from the range of standard sanctions unless compelling justification exists to do so. Rowan-Virtua SOM and CMSRU students should be aware that they may be subject to additional disciplinary action and/or sanctions due to the professional or ethical standards of Rowan-Virtua SOM and CMSRU.

Standard Sanctions for Sexual Harassment/Sexual Assault and Sexual Misconduct Violations:

- Disciplinary probation/Deferred suspension
- Educational sanctions
- Suspension of Campus Housing
- University expulsion or suspension
- Notification of parent/guardian

#### Overview of University Policies

On May 6, 2020 the U.S. Department of Education issued new regulations under Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in education programs or activities receiving federal financial assistance. The criteria and process for employees and students are explained in further detail in the following sections.

#### Incidents that fall under Title IX jurisdiction:

Student and Employee respondent/accused: Title IX Sexual Harassment/Sexual Assault Policy

#### Incidents that do not fall under Title IX jurisdiction:

Student only respondent/accused: Student Sexual Misconduct Policy

Employee only respondent/accused: Policy Prohibiting Discrimination in the Workplace and Educational Environment

Please refer to the following new/updated policies now in affect:

- Title IX Sexual Harassment/Sexual Assault – this policy applies to both students and employees. It addresses allegations of sexual misconduct that fall within the U.S. Department of Education’s Title IX regulations. The policy’s jurisdiction is limited in scope to Title IX Sexual Harassment/Sexual Assault that meets the following

requirements: (1) occurs within the United States, (ii) occurs within the University's education program or activity; and (iii) at the time of the filing of a formal complaint, the Complainant was participating in, or attempting to participate in, the education program or activity.

- Student Sexual Misconduct and Harassment Policy – this policy applies only to students. It addresses allegations of sexual misconduct that do not fall within the definitional or jurisdictional requirements of the Title IX regulations. For example, it will apply to allegations of sexual exploitation; or sexual harassment/sexual assault that does not occur on campus or in an education program or activity.

Complaints of sexual misconduct against employees that are not covered by the Title IX Sexual Harassment/Sexual Assault Policy, will be addressed under the Policy Prohibiting Discrimination in the Workplace and Educational Environment. The Office of Student Equity and Compliance (OSEC) provides additional information regarding policies and procedures related to sexual misconduct on the OSEC website. Please consult with the University AVP/Title IX Coordinator to report any concerns. In addition, confidential resources are available to assist in accessing counseling and support services. The OSEC website contains vital information on reporting options, resources, medical and legal assistance, information about the policies and a Guide to understanding the role of the Responsible Employee. Note: Required training was issued in 2021 to all Rowan employees, second year students, first year graduate and medical students on all campuses including Rowan-Virtua SOM, CMSRU and Camden (RUCAB).

For questions about the policies addressing sexual misconduct, please contact OSEC at [titleixcoordinator@rowan.edu](mailto:titleixcoordinator@rowan.edu). See also FAQs on the new policy governing sexual harassment and sexual assault.

Contact Information:

Joe Mulligan, Interim Title IX Coordinator

Office of Student Equity and Compliance, (856) 256-5440

### **Information from the University's Title IX Sexual Harassment /Sexual Assault Policy**

*Title IX Sexual Harassment/Sexual Assault Policy, SL: 2020:01, revised 6-30-23.*

<https://confluence.rowan.edu/pages/viewpage.action?pageId=132646706>

**Accountability:** Under the direction of the President, the Associate Vice President and Title IX Coordinator of the Division of Diversity, Equity and Inclusion, Office of Student Equity and Compliance, shall implement and ensure compliance with this policy.

**Applicability:** This policy applies to all students of Rowan University from the time of their acceptance and admission into the University until the date of their graduation or formal withdrawal. This policy also applies to all employees of the University. This policy shall not apply to allegations of sexual misconduct which do not constitute Sexual Harassment/Sexual Assault as defined herein. Notwithstanding, such behavior may be addressed by the University under other policies such as the Student Sexual Misconduct and Harassment Policy, Student Code of Conduct, or Procedure for Resolving Student v. Student Discrimination Complaints (for student Respondents); or the Policy Prohibiting Discrimination in the Workplace and Educational Environment, Disruptive Behavior and Workplace Violence Policy, or other applicable policy (for employee Respondents).

**Standard Evidence:** A finding under this policy will be based on the preponderance of the evidence standard. In other words, a finding will be made if the evidence as a whole shows that it is more likely than not that a violation of the Title IX Sexual Harassment/Sexual Assault Policy occurred. Under this policy, there is a presumption that the Respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the Grievance Process, or the Respondent admits responsibility.

**Definitions/Terminology:** In this report the "Victim or Accuser" may be referred to by the term "Complainant". "Accused" may be referred to by the term "Respondent". Both may also be referred to by the term "parties".

- Actual Knowledge: Notice of Sexual Harassment/Sexual Assault or allegations of Sexual Harassment/Sexual Assault made to the University's Title IX Coordinator or any official of the University who has authority to institute corrective measures on behalf of the University (such as the DEI Investigator, or Dean of Students).

This standard is not met when the only official of the University with Actual Knowledge is also the Respondent. In addition, the mere fact that a third party who works for the University (such as a Responsible Employee) may become aware of allegations of Sexual Harassment/Sexual Assault, or that such individuals have the ability or obligation to report Sexual Harassment/Sexual Assault, or to inform another about how to report Sexual Harassment/Sexual Assault, or having been trained to do so, does not qualify an individual as one who has authority to institute corrective measures on behalf of the University.

- **Complainant:** An individual who is alleged to be the victim of conduct that could constitute Sexual Harassment/Sexual Assault, or on whose behalf the Title IX Coordinator has filed a Formal Complaint.

**Disciplinary Sanctions:** Disciplinary Sanction(s) shall be imposed upon a Respondent where a determination of responsibility for Sexual Harassment/Sexual Assault has been made against the Respondent. Disciplinary Sanctions for student Respondents may range from a warning to expulsion. Disciplinary Sanctions for employee Respondents may range from an oral reprimand, to initiation of detenuing proceedings and termination of employment, subject to applicable laws and collective bargaining agreements. Student/employee Respondents will also be referred to appropriate authorities for criminal prosecution when appropriate, regardless of any Disciplinary Sanctions under this policy.

**Education Program or Activity:** Includes any location, event, or circumstance over which the University exercises substantial control over both the Respondent and the context in which the alleged Sexual Harassment/Sexual Assault occurs. This includes all of the University's education programs or activities, whether occurring on or off-campus, and any building owned or controlled by a student organization that is officially recognized by the University (i.e., a house owned or controlled by a University-recognized fraternity or sorority).

**False Report:** Intentionally making a statement during the Grievance Process or Appeals Process to a University official knowing, at the time the statement was made, that it was false. A determination regarding responsibility, alone, will not be sufficient to conclude that any party or witness made a materially false statement in bad faith.

**False Statement:** Intentionally making a statement during the Grievance Process or Appeals Process to a University official knowing, at the time the statement was made, that it was false. A determination regarding responsibility, alone, will not be sufficient to conclude that any party or witness made a materially false statement in bad faith.

**Formal Complaint:** A document filed and signed by a Complainant, or signed by the Title IX Coordinator, alleging Sexual Harassment/Sexual Assault against a Respondent, and requesting that the University investigate the allegations of Sexual Harassment/Sexual Assault. The Formal Complaint should include in detail the nature of the complaint, dates and locations of particular events, names/contact information of witnesses (if any), the name of the individual(s) against whom the complaint is being made, and any other relevant information. At the time of filing a Formal Complaint, a Complainant must be either participating in or attempting to participate in the Education Program or Activity of the University. A Report of Sexual Harassment/Sexual Assault may be filed with the Title IX Coordinator in person, by mail, by electronic mail, or by filling out the report form. Upon receipt of a Report of possible Sexual Harassment/Sexual Assault, the Title IX Coordinator, or Designee, will reach out the Complainant to discuss the Complainant's options, including the ability to file a Formal Complaint.

**Remedies:** Remedies may be provided to a Complainant where a determination of responsibility for Sexual Harassment/Sexual Assault has been made against the Respondent. Remedies are designed to restore or preserve the Complainant's equal access to the University's Education Program or Activity. Remedies may include the same individualized services described in the Supportive/Interim Measures section below; however, unlike Supportive/Interim Measures, Remedies need not be non-disciplinary or non-punitive, and need not avoid burdening the Respondent. Remedies provided may include, but not be limited to, a one-way no contact directive; changes to housing/work arrangements; or a leave of absence.

**Report:** Anyone may file a Report alleging an incident of Sexual Harassment/Sexual Assault of which they become aware. The Report should include as much information possible, such as details (if known) of the nature of the incident, dates of particular events, names/contact information of any Complainant, Respondent, witnesses (if any), and any other relevant information. A Report may be filed with the Title IX Coordinator in person, by mail, by electronic mail, or by filling out a report.

**Note:** As stated earlier in this report if you have been the victim of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, you can report to the Rowan University Police Department (if the victim so desires). You can also report the

incident to a Campus Security Authority- CSA and be assisted by them in reporting to include reporting the incident to law enforcement if the victim wishes.

**Respondent:** An individual who has been reported to be the perpetrator of conduct that could constitute Sexual Harassment/Sexual Assault.

**Responsible Employees:** Certain employees, who under this policy, are required, after receiving information regarding Sexual Harassment/Sexual Assault, to report it to the Title IX Coordinator. These employees include, but are not limited to, Public Safety Police and Security Officers, managers and supervisors, coaches, club and organization advisors, faculty, Deans, and Residential Learning staff (Resident Assistants, Community Safety Assistants, Resident Directors, and Residential Learning Coordinators). Notwithstanding, knowledge of an incident of Sexual Harassment/Sexual Assault by a Responsible Employee (other than those who also have authority to institute corrective measures on behalf of the University) does not constitute Actual Knowledge by the University.

**Note:** A Responsible Employee is not a Campus Security Authority-CSA under the Clery Act.

**Sanctions:** See Disciplinary Sanctions.

**Supportive/Interim Measures:** See p. 82

**Prohibited Conduct:** This policy addresses allegations of sexual misconduct that meet the definition of Title IX Sexual Harassment/Sexual Assault, which encompasses all of the prohibited conduct defined below that occurs on the basis of sex and meets the following requirements: (i) occurs within the United States; (ii) occurs within the University's Education Program or Activity; and (iii) at the time of the filing of the Formal Complaint, the Complainant was participating in, or attempting to participate in, the Education Program or Activity. Allegations of sexual misconduct that do not fall under this policy because they do not constitute prohibited conduct as defined in this section, may be addressed under the Student Sexual Misconduct and Harassment Policy, Student Code of Conduct, or Procedure for Resolving Student v. Student Discrimination Complaints (for student Respondents); or the Policy Prohibiting Discrimination in the Workplace and Educational Environment, Disruptive Behavior and Workplace Violence Policy, or other applicable policy (for employee Respondents). Prohibited conduct (referred to collectively as "Sexual Harassment/Sexual Assault" throughout the policy) is:

**Sexual Harassment:** Conduct on the basis of sex, through any medium, that satisfies one or more of the following:

- An employee of the University conditions the provision of aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct; or
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person of equal access to the University's Education Program or Activity.

**Sexual Assault:** Any sexual act directed against another person, without their consent or where they are incapable of giving consent. An offense that meets the definition of rape, fondling, incest, or statutory rape:

- Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling: The touching of the private body parts of another person 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 age or because of his/her temporary or permanent mental incapacity.
- Incest: 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.

**Stalking:** Engaging in a course of conduct, through any medium, directed at a specific person that would cause a reasonable person to: (a) fear for the person's own safety or the safety of others; or (b) suffer substantial emotional distress. For the purposes of this definition:

- Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property;
- Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant;
- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with another person. The existence of such a relationship shall be determined based on a consideration of the following factors: (a) the length of the relationship; (b) the type of relationship; and (c) the frequency of interaction between the persons involved in the relationship.

**Domestic Violence:** A felony or misdemeanor crime of violence committed by: (a) a current or former spouse or intimate partner; (b) a person with whom an individual shares a child in common; (c) a person who is cohabitating with, or has cohabitated with, the other person as a spouse or intimate partner; (d) a person similarly situated to a spouse of the other person under the domestic or family violence laws in which the crime of violence occurred; or (e) any other person against an adult or youth 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.

**Advisor of Choice:** A Complainant and Respondent each have the right to an Advisor of their choice during the Grievance Process (discussed below). An Advisor may be a family member, a friend, an attorney, or any third party (i.e., a trusted employee for a student; or a union representative for an employee). Advisors are present to support the parties and to provide advice on procedural matters, as well as conduct cross-examination during any Hearing.

- Other than as provided in this policy, Advisors may not speak on behalf of the party.
- Advisors must adhere to all conditions and obligations under this policy and as required by the University's process.
- The Advisor has the right to accompany the Complainant or Respondent to any meetings with the Title IX Coordinator, DEI Investigator (or their Designee), or University administrators, and the party has the right to communicate with their Advisor during any meeting. The Advisor may also assist the Complainant or Respondent during the investigation, preparing/submitting a response to the investigation report, attend the live hearing, or assist with the filing of an appeal.
- The Advisor does not have speaking privileges during the investigation/investigatory interviews. The Title IX Coordinator or designee will exercise control over the investigation. Anyone who disrupts an investigatory interview or who fails to adhere to University policies may be asked to leave an investigatory interview.
- With respect to the Hearing, if a Complainant or Respondent does not have an Advisor, one will be provided by the University. The Advisor is to conduct cross examination on behalf of the party at the Hearing, as the parties may not conduct cross-examination on their own behalf.
- Regardless of whether a party has an Advisor, the Title IX Coordinator, DEI Investigator or Designee will correspond and communicate directly with the parties. If a party wishes for their Advisor to be copied on any correspondence or communications, the party should advise the Title IX Coordinator or DEI Investigator.

**Grievance Process/Procedures:** Upon receipt of a Report of Sexual Harassment/Sexual Assault, the Title IX Coordinator or Designee, will contact the Complainant to: (i) discuss available Supportive/Interim Measures, while taking into consideration the Complainant's wishes; (ii) inform the Complainant that the Supportive/Interim Measures are available with or without a Formal Complaint; and (iii) explain the process for filing of a Formal Complaint.

- Upon receipt of a Formal Complaint, the University will initiate the Grievance Process.
- The University will treat Complainants and Respondents equitably by providing Remedies to a Complainant where a determination of responsibility for Sexual Harassment/Sexual Assault has been made against the Respondent, and by following the Grievance Process before the imposition of any Disciplinary Sanctions or other actions, that are not Supportive/Interim Measures, are taken against a Respondent.
- Throughout the Grievance Process, there will be an objective evaluation of all relevant evidence, including both inculpatory (evidence implying or imputing responsibility) and exculpatory (evidence exonerating responsibility) evidence. In addition, credibility determinations will not be based on an individual's status as a Complainant, Respondent, or witness.
- Individuals involved in the Grievance Process (Title IX Coordinator, investigator, decision-maker, or any person designated by the University to facilitate an informal resolution process) shall not have a conflict of interest or bias for or against Complainants or Respondents generally, or an individual Complainant or Respondent. Such individuals shall also have the appropriate training as set forth in the Training Section of this policy.
- It is presumed that a Respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the Grievance Process, or if a Respondent admits to responsibility.



- It is a violation of this policy for anyone to make a False Report of Sexual Harassment/ Sexual Assault, or for anyone to make a False Statement during the Grievance Process. Disciplinary Sanctions may be imposed for intentionally making a False Report or False Statement.

Dismissal of a Formal Complaint: The Title IX Coordinator must dismiss the Formal Complaint, or allegations therein, at any time, if it is determined that the conduct alleged: (i) would not constitute Sexual Harassment/Sexual Assault, even if proved; (ii) did not occur while the Complainant was participating in, or attempting to participate in, the University's Education Program or Activity; or (iii) did not occur against a person in the United States. Such a dismissal does not preclude the University from taking action under another provision of the University's policies.

- The Title IX Coordinator, in his/her discretion, may also dismiss the Formal Complaint, or allegations therein, if at any time during the Grievance Process, the following occurs: (1) the Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint, or any allegations therein; (ii) the Respondent is no longer enrolled or employed by the University; or (iii) specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to the Formal Complaint or allegations therein.
- Written notice of any required or permitted dismissal, including any reason(s) therefore, shall be promptly sent to the parties simultaneously. This notice will also advise the parties of their appeal rights in accordance with this policy.

Consolidation of Formal Complaints: Formal Complaints as to allegations of Sexual Harassment/Sexual Assault against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, may be consolidated where the allegations of Sexual Harassment/Sexual Assault arise out of the same facts or circumstances.

Notice of Allegations: Upon receipt of a Formal Complaint, the Title IX Coordinator, or Designee, will provide written notice to the known parties, which includes:

- A link to the University's Title IX Sexual Harassment/Sexual Assault Policy, so the parties can review the University's Grievance Process, including the Informal Resolution Process;
- Sufficient detail, of what is known at the time, related to the allegations of Sexual Harassment/Sexual Assault, including details such as the identities of the parties involved, the conduct allegedly constituting Sexual Harassment/Sexual Assault, and the date(s) and location(s) of the alleged incident(s);
- A statement that the Respondent is presumed not responsible for the alleged conduct, and that a determination regarding responsibility will be made at the conclusion of the Grievance Process;
- Information that the parties may have an Advisor of their choice, who may be, but is not required to be, an attorney;
- A statement that the parties and their Advisors will have the right to inspect and review evidence during the investigation of a Formal Complaint; and
- Reference to the provisions within the Title IX Sexual Harassment/Sexual Assault Policy that prohibits knowingly making False Reports or False Statements.

Such notice will be provided to the parties within a reasonable period of time prior to conducting any investigatory interview, so that the parties have time to prepare and meaningfully respond.

If, in the course of an investigation, the University decides to investigate allegations about the Complainant or Respondent that were not included in the initial notice, the University will provide notice of the additional allegations to be investigated, to the known parties.

#### Formal Resolution Process:

- Written Notice of Meetings, Interviews, Hearings – Written notice of the date, time, location, participants, and purpose of all investigative interviews, hearings, or any other meetings, will be provided to any party whose participation is invited or expected, with sufficient time for the party to prepare to participate.
- Investigation of a Formal Complaint – After notification of the allegations in the Formal Complaint has been sent, the DEI Investigator, or Designee, will promptly initiate an investigation within seven (7) calendar days. The investigation shall be completed in a reasonably prompt manner, and should be completed within ninety (90) calendar days from the time the Formal Complaint is filed.



- The investigation will include interviews of the Complainant(s), Respondent(s) and any witnesses/individuals believed to have information relevant to the allegations, as well as the collection of any relevant evidence.
- Each party is permitted to have their Advisor present during any investigatory interview, or other meeting. However, while the party has the right to communicate with their Advisor during any meeting, the Advisor does not have speaking privileges during the investigation/investigatory interviews.
- The investigator will not access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional/paraprofessional acting in the professional/paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the investigator obtains that party's voluntary, written consent to do so for a Grievance Process.
- The parties and their Advisors are not restricted from discussing the allegations under investigation for the purpose of gathering and presenting evidence to the investigator.
- During the investigation, the parties will be provided the opportunity to present witnesses, including fact and expert witnesses, and other inculpatory (evidence implying or imputing responsibility) and exculpatory (evidence exonerating responsibility) evidence.

**Investigation Report:** The DEI Investigator or Designee will prepare an Investigation Report that fairly summarizes relevant evidence and preliminary findings of fact.

- Prior to an Investigation Report being prepared, all of the evidence gathered by the investigator (any evidence obtained as part of the investigation, that is related to the allegations in the Formal Complaint, including information that will not be relied upon in reaching a determination and without regard to the source of the information), will be shared with the parties and their Advisors (if any) simultaneously. Names and other identifying information of individuals may be redacted if required by the Family Educational Rights and Privacy Act ("FERPA"). The parties and their Advisors must keep the evidence confidential and not share it with anyone, except for the purpose of gathering and presenting relevant evidence to provide to the investigator within the 10-day period. Failure to abide by this confidentiality obligation may subject a party or Advisor to disciplinary action by the University.
- Each party may respond to the investigator in writing, within ten (10) calendar days of receipt of the evidence.
- After reviewing any timely submitted responses by the parties, the investigator will prepare an Investigation Report. The Investigation Report will fairly summarize the relevant evidence and findings of fact.
- The parties and their Advisors (if any) will be simultaneously provided with an electronic or hard copy of the final Investigation Report. The parties may choose to provide a written response to the Investigation Report, which must be submitted to the investigator within ten (10) calendar days of receipt. The parties and their Advisors (if any) will be provided with an electronic or hard copy of the other party's written response, if any, to the Investigation Report.
- A copy of the Investigation Report and any written response(s) will then be forwarded to the Office of Community Standards, for the scheduling of a Hearing.

**Hearing:** A Hearing should be scheduled by the Office of Community Standards no later than thirty (30) calendar days after receipt of the final Investigation Report.

- Each party may have one Advisor attend the Hearing, who will be responsible for conducting cross-examination and questioning on behalf of the party. Prior to the scheduled Hearing, each party will be asked to identify their Advisor who will be present for the Hearing. If a party does not have an Advisor, the University will provide one to them.
- Prior to the scheduled Hearing, the parties will be provided an opportunity to make a request for witnesses to participate in the Hearing on their behalf. The parties must notify the AVP of Civic Involvement, or Designee, of any witnesses at least seven (7) calendar days prior to the Hearing. The parties will also be advised of potential Hearing panelists and provided the opportunity to object to a panelist based on a conflict of interest.

- If the matter to be heard had originally attempted, but was unsuccessful at, the Informal Resolution Process, any information related to the Informal Resolution Process will not be admissible during the Hearing. In addition, the individual who facilitated the Informal Resolution Process may not be called as a witness at the Hearing.
- A matter will be heard by a Hearing Panel consisting of three (3) voting members, one of whom will be the Hearing Chair. The Hearing Chair will exercise control over the manner in which the Hearing is conducted, including being responsible for managing the cross-examination and questioning process in accordance with applicable law/policy. The decisions regarding responsibility and any Disciplinary Sanctions, if applicable, will be determined by a majority vote.
- Hearings may be conducted with all parties physically present in the same geographic location or, at the University's discretion, any or all parties, witnesses, and other participants may appear at the Hearing virtually, with technology enabling participants simultaneously to see and hear each other. For Hearings occurring in-person, at the request of a party, the University will provide for the Hearing to occur with the parties located in separate rooms with technology enabling the Hearing Panel, parties, and their Advisors to simultaneously see and hear the party or the witness answering questions.
- Both/all parties shall be permitted to be present during testimony of all witnesses and presentation of the evidence throughout the Hearing.
- Hearing Panel members will be provided access to the final Investigation Report and evidence at least twenty-four (24) hours prior to the Hearing. However, while the Hearing Panel members may consider the final Investigation Report as evidence, the Hearing Panel will function as an independent adjudicating body and will not be bound by any findings made by the investigator.
- At the beginning of the Hearing, the Hearing Chair, along with the other members of the Hearing Panel, will enter their names into the recording. The parties and their Advisors will also enter their names into the recording.
- The Hearing Chair will ask if the Respondent has received the original notice of allegation(s) letter and understands the nature of the charges.
- The Hearing Chair will then confirm that the Hearing Panel members and the parties have received copies of the Formal Complaint, notice of allegation(s) letter, list of witnesses, along with the final Investigation Report.
- The remainder of the Hearing will customarily proceed in the following order:
  - Opening statement from the Complainant;
  - Opening statement from the Respondent;
  - Questioning of the investigator – the Hearing Panel and parties' Advisors will have the opportunity to question the investigator;
  - Questioning of Complainant by Hearing Panel;
  - Cross-examination of Complainant by Respondent's Advisor;
  - Questioning of Respondent by Hearing Panel;
  - Cross-examination of Respondent by Complainant's Advisor;
  - Questioning of witnesses – each witness will be called one at a time, questioned separately, and dismissed at the conclusion of their testimony. Each witness may be questioned by the Hearing Panel, as well as the parties' Advisors;
  - Final questions of the Complainant(s)/Respondent(s) from the Hearing Panel;
  - Respondent's final statement; and
  - Complainant's final statement.
- Each party's Advisor will be permitted to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility. Cross-examination conducted by the Advisors must be done directly, orally and in real time.
- Only relevant cross-examination and other questions may be asked of a party or witness. Before a Complainant, Respondent, or witness answers a cross-examination or other question, the Hearing Chair will first determine whether the question is relevant and explain any decision to exclude a question as not relevant.
- Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence: (1) are offered to prove that someone other than the Respondent

committed the conduct alleged by the Complainant, or (2) concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove Consent.

- The presentation of evidence by a party (including opening statements), questions directed to participants, and final statements may be constrained to specified time periods when cumulative or as otherwise deemed appropriate by the Hearing Chair.
- If a party or witness does not submit to cross-examination at the Hearing, the Hearing Panel may not rely on any statement of that party or witness in reaching a determination regarding responsibility. In addition, the Hearing Panel may not draw an inference about the determination regarding responsibility based solely on a party or witness's absence from the Hearing, or refusal to answer cross-examination or other questions.
- Formal rules of evidence that are applicable to civil and criminal trials are not applicable to the Hearing.
- All Hearings will be closed to the public, and the only individuals who are permitted to attend are the Complainant(s), Respondent(s), their Advisors, the Hearing Panel, and any witnesses called to provide testimony. In addition, University administrators (i.e., legal counsel) may also attend the Hearing with prior approval from the Hearing Chair.
- All Hearings will be audio and/or video recorded. Upon request, a digital file will be made available to the parties for inspection and review.

Written Determination Regarding Responsibility/Disciplinary Sanctions: Within fourteen (14) calendar days following the Hearing, the decision-maker(s) will issue a written determination regarding responsibility, and Disciplinary Sanctions and/or Remedies (if applicable).

- If a Respondent has a record of prior disciplinary violations by the University, unless otherwise permissible, this information will not be considered by the Hearing Panel until after a determination of responsibility has been made, to assist the Hearing Panel in determining appropriate Disciplinary Sanctions.
- The written determination will include:
  - A summary of the allegations of Sexual Harassment/Sexual Assault;
  - A description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notices to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, evidence considered, and hearings held;
  - Findings of fact supporting the determination;
  - Conclusions regarding the application of the University's Title IX Sexual Harassment/Sexual Assault Policy to the facts;
  - A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any Disciplinary Sanction(s) the University will impose on the Respondent, and whether Remedies designed to restore or preserve equal access to the University's Education Program or Activity will be provided by the University to the Complainant; and
  - Information regarding the University's process and permissible bases for the Complainant and Respondent to appeal.
- The University will provide the written determination to the parties simultaneously.
- The determination regarding responsibility becomes final either on the date that the University provides the parties with the written determination of the result of an appeal, if any appeal is filed; or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

Informal Resolution Process: At any point after a Formal Complaint has been filed, but before a determination of responsibility has been made, the University offers the opportunity for the parties to take part in an Informal Resolution Process, as an alternative to the Formal Resolution Process. Allegations of Sexual Harassment/Sexual Assault made by a student against an employee may not be resolved through Informal Resolution.

- Informal Resolution is an opportunity for the parties to settle their matter, without going through the entire Formal Resolution Process, and without a finding by the University related to responsibility. The University will not pursue disciplinary action against a Respondent during the Informal Resolution Process. And, if the parties seek an Informal Resolution after an investigation has already begun, the investigation will be suspended, pending the outcome of the Informal Resolution.

- Any party interested in pursuing an Informal Resolution should advise the Title IX Coordinator. Engagement in the Informal Resolution Process is completely voluntary, and each party must provide their written consent prior to beginning the process. If both/all parties do not agree to the Informal Resolution Process, the Formal Complaint will be addressed through the Formal Resolution Process. Most matters will be eligible for the Informal Resolution Process; however, the Title IX Coordinator, in his/her discretion, may determine, based on the allegations in the Formal Complaint, that a matter is not appropriate for Informal Resolution.
- The Informal Resolution Process will be facilitated by the Title IX Coordinator or Designee. The Informal Resolution Process will be initiated within ten (10) calendar days of the receipt of the written consent of both/all parties. The Title IX Coordinator, or Designee, will work with the parties to complete the Informal Resolution Process within thirty (30) days.
- Prior to engaging in the Informal Resolution Process, the parties will receive written notice providing the following information: (i) disclosure of the allegations, (ii) the requirements of the informal resolution process, including the circumstances under which it precludes the parties from resuming a Formal Complaint arising from the same allegations; (iii) notice that prior to agreeing to a resolution, any party has the right to withdraw from the Informal Resolution Process and resume the Formal Resolution Process; and (iv) the consequences resulting from participating in the Informal Resolution Process, including the records that will be maintained or could be shared.
- If the parties reach an Informal Resolution of a Formal Complaint, an agreement that outlines the terms agreed upon by the parties will be prepared and signed by all parties. Each/all parties will be provided with a copy of the signed agreement, and the University will retain a copy in accordance with applicable law and its recordkeeping requirements. Agreements reached via the Informal Resolution Process shall be final and cannot be appealed. Any agreement reached through the Informal Resolution Process will provide that a student's failure to comply with the terms of the signed agreement may result in disciplinary action in accordance with the Student Code of Conduct; and an employee's failure to comply with the terms of a signed agreement may result in disciplinary action, up to and including termination.
- If the Informal Resolution Process is unsuccessful, or a party requests to end the process before a resolution is reached, or if at any time the Title IX Coordinator, or Designee, determines an Informal Resolution is no longer appropriate, the matter will be addressed through the Formal Resolution Process.
- If a matter is unsuccessful in reaching an informal resolution and is to be addressed through the Formal Resolution Process, any information related to the Informal Resolution Process will not be admissible during a Hearing. In addition, the individual who facilitated the Informal Resolution Process may not be called as a witness at a Hearing.

Appeals Process: Complainants or Respondents may appeal the University's dismissal of a Formal Complaint (or any allegations therein); or a determination regarding responsibility, including any Disciplinary Sanction(s) imposed.

- Time to File an Appeal – An appeal must be in writing and filed within seven (7) calendar days of the date of the letter informing the parties of the dismissal decision; or the determination regarding responsibility, including any imposition of Disciplinary Sanctions, if applicable. If an appeal is not filed within seven (7) calendar days, the dismissal decision or determination regarding responsibility (including Disciplinary Sanctions, if applicable) will be deemed final.
- Bases for Appeal – Review of an appeal will be limited to the following bases:
  - Procedural irregularity or substantive error that affected the outcome of the matter. Deviations from the University's policy/procedures will not be a basis for sustaining an appeal unless significant prejudice resulted;
  - New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;
  - The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual Complainant or Respondent that affected the outcome of the matter; or
  - The Disciplinary Sanction(s) imposed were substantially disproportionate or not appropriate in light of the violation(s).

- Procedure for Appeal of Dismissal of Formal Complaint or Allegations – A party who wishes to appeal the Title IX Coordinator’s decision to dismiss the Formal Complaint or an allegation therein, must submit the appeal in writing to the Vice President for Student Affairs and Dean of Students (“VP for Student Affairs”), explaining in detail the basis of the request, and including any supporting documentation. The VP for Student Affairs, or Designee, will review the appeal, any submission from the other party, Formal Complaint, and the Title IX Coordinator’s decision to dismiss, and then issue a written decision resolving the appeal, that includes the rationale for the decision, within fourteen (14) calendar days of receipt of the appeal. The appeal decision will be issued simultaneously to both/all parties. An assigned Designee shall not be the Title IX Coordinator, DEI Investigator (or Designee), or anyone who would be involved in the determination regarding responsibility.
- Procedure for Appeal of Determination Regarding Responsibility/Sanctions – A party who wishes to appeal a determination of responsibility, including any Disciplinary Sanction(s) imposed, if applicable, must submit the appeal in writing to the Vice President for Student Affairs and Dean of Students (“VP for Student Affairs”), explaining in detail the basis of the request, and including any supporting documentation. The VP for Student Affairs, or Designee, will review the written appeal, any submission from the other party, and all documentation contained in the case file. The VP for Student Affairs, or Designee, will issue a written decision resolving the appeal, that includes the rationale for the decision, within twenty-one (21) calendar days of receipt of the appeal. The written appeal decision will be issued simultaneously to both/all parties. An assigned Designee shall not be the Title IX Coordinator, DEI Investigator (or Designee), or anyone who would be involved in the determination regarding responsibility.
- Notification of Appeal – If a party files an appeal, the other party(ies) will be notified and may make their own written submission in support of or challenging the decision of dismissal/determination of responsibility, to the VP for Student Affairs/Designee, no later than seven (7) calendar days after receipt of such notice.
- Effect of Appeal – If there is an appeal of a determination regarding responsibility, including any Disciplinary Sanction(s) imposed, the imposition of the Disciplinary Sanction(s), if applicable, will be deferred pending the decision of the appeal. However, any Interim Suspension, no contact directive or other appropriate Supportive/Interim Measure will remain in effect during the appeal process.
- Final Decision – An appeal may be resolved in the following manner:
  - A dismissal or determination regarding responsibility, including any Disciplinary Sanctions (if applicable), is affirmed.
  - A determination regarding responsibility is affirmed, but the Disciplinary Sanction(s)/Remedies is/are modified.
  - A dismissal is reversed, and the matter is returned to the Title IX Coordinator to address in accordance with the policy or
  - A determination of responsibility is reversed, and a new outcome is determined, which may include imposition of Disciplinary Sanctions/Remedies or dismissal of the charges.
- The decision made on appeal shall be the final action of the University.

**Timelines:** All time frames set forth in this policy may be extended by the Title IX Coordinator, DEI Investigator, Hearing Panel Chair, or their Designee for good cause, with written notice to the Complainant(s) and Respondent(s) of the delay and the reason for the delay. Good cause may include, but is not limited to, considerations such as the absence of a party/Advisor, or a witness; the need for language assistance or an interpreter; or a person with disabilities requests a reasonable accommodation.

**Retaliation:** Any harassment, intimidation, coercion, discrimination or adverse action taken against an individual for the purpose of interfering with their rights under this policy, or because of that individual’s participation in a complaint or investigation of Sexual Harassment/Sexual Assault, will be treated as a separate violation of this policy and will result in immediate action by the University to stop the retaliatory behavior, prevent further violations by the perpetrator, and remedy any adverse impact of the violation.

The University seeking appropriate disciplinary action against any individual who makes a False Report or False Statement does not constitute retaliation.

**Record Keeping:** The University will retain for a period of at least seven (7) years, the records related to complaints, supportive/interim measures provided, investigations, transcripts or recordings of hearings, determinations of



responsibility, informal resolutions, disciplinary sanctions, remedies provided, appeals and training.

Training: The University's Title IX Coordinator, investigator(s), decision-makers, and any person who will facilitate an informal resolution process, shall receive training, as applicable, on the definition of Sexual Harassment/Sexual Assault, the scope of the University's Title IX Sexual Harassment/Sexual Assault Policy, the University's Education Program or Activity, how to conduct an investigation, how to conduct a hearing, the appeal process, and informal resolution process. They will also receive training on how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. Individuals who will investigate Title IX matters under this policy shall also receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence. In addition, any decision-makers shall receive training on the technology to be used at a live hearing, as well as on issues of relevance of questions and evidence, including when questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant. The University will use materials to train the Title IX Coordinator, investigator(s), decision-makers, and any person who will facilitate an informal resolution process, which do not rely on sex stereotypes and promote impartial investigations and adjudications of Formal Complaints of Sexual Harassment. These training materials will be made available on the University's website.

The following are examples of the content of that training received each year: In 2022-2023-Video training series covering topics which include- addressing trauma, understanding sexual violence, stalking, sexual harassment, intimate partner violence, role of investigator, due process, documentation, questioning, assessing credibility, deliberations, applying evidence standard and appeals. With respect to investigating Title IX matters, the OSEC Investigator/Deputy Title IX Coordinator participates in online training (ICS Certified Virtual Training, Levels I and II) to learn how to best conduct investigations and draft reports under the Title IX regulations. Upon successful completion of the training, the OSEC Investigator is deemed a certified investigator under Title IX.

For example training for 2022 and planned for 2023-2024 includes the following:

- ICS Breakdown of Title IX Regulations compliance
- ICS Virtual Certified Investigator Training Level 1
- ICS Virtual Certified Investigator Training on Report Writing Level 2
- ATIXA Title IX Coordinator Certificate Level 1/ATIXA Investigator Level 1
- ICS Informal Resolution Facilitator Training Level 1
- ICS Adjudicator/Decision Maker Levels 1 and 2
- ICS Advisor Training Levels 1 and 2
- ICS Virtual Certified Decision Maker-Appeals
- Refresher training in the above areas is available to all participants through the ICS Community Access Portal.

For 2023-2024 the Office of Student Equity and Compliance has renewed an institutional membership to the State University of New York (SUNY) enabling access to a host of online courses and resources through the Student Conduct Institute (SCI). Training relevant to Title IX is offered throughout the year to stakeholders directly involved with the process. This includes topics such as, Title IX Investigations, Title IX Investigations for HR Training, and The Neurobiology of Sexual Assault.

Reasonable Accommodations: Any student or employee with a disability who needs a reasonable accommodation to assist with reporting Sexual Harassment/Sexual Assault, responding to claims made against them, participating in the investigation and/or adjudication process, and/or determining Supportive/Interim Measures, should advise the Title IX Coordinator as soon as possible.

#### How to File a Complaint

As explained in previous sections of this report, a student/employee has multiple options to file a complaint. For example:



- Reporting online to University: <https://sites.rowan.edu/diversity-equity-inclusion/departments/ossec/titleix/ix-reporting.html>
- Contacting Title IX or designee.
- Directly to the Police for a criminal complaint.

Note: As stated earlier in this report if you have been the victim of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, you can report to the Rowan University Police Department (if the victim so desires). You can also report the incident to a Campus Security Authority- CSA and be assisted by them in reporting to include reporting the incident to law enforcement if the victim wishes.

### Employee Violations/Reporting to the University

Complaints of harassment/discrimination which includes stalking, sexual assault, domestic violence and dating violence. However, complaints are received through Human Resources, General Counsel and the Office of Student Equity and Compliance. Complainants are encouraged to complete a Division of EEO/AA Discrimination Complaint Form; however, an investigation may be conducted whether or not the form is completed. Complaints may be received from the accuser, a witness, or a supervisor. <https://sites.rowan.edu/equity/index.html>

### How to file an Employee Complaint

An employee has multiple options in order to file a complaint. In cases of non-dire emergency, the employee is requested to fill out an intake form, which will help expedite a filing and review.

- Intake Form access via On-line site:
  - An employee may go online to the following site to access the printable form in which to file a complaint: <https://sites.rowan.edu/equity/harassment.html>
  - Clicking the RED button on this page will lead the employee to the form. The employee should print the form, fill it out and submit it to the Office of Employee Equity. The employee may interoffice-mail in the completed form, regular mail the form, e-mail it, or have it delivered in-person to the Office of Employee Equity. The Office of Employee Equity is located at Oak Hall, Room 111B. The e-mail address is oee@rowan.edu.
- Request for consultation:
  - An employee may request to meet with a member of the staff of the Office of Employee Equity, for an initial review. A request may be made for an appointment via telephone or via e-mail. E-mail requests are preferred. The e-mail address to be used for a request is oee@rowan.edu. The phone number to make a request is (856) 256-5494.
- Walk-in visit:
  - An employee may come to the Office of Employee Equity, but it is generally advised that outside of a dire emergency, an appointment be set up via one of the methods described above.
- Online reporting via “Rowan Hotline”:
  - An employee may utilize an online hotline to file a complaint, including matters overseen by the Office of Employee Equity. The applicable site can be found as follows: <https://rowan.alertline.com/gcs/welcome>
- Directly to the police for a criminal complaint.

As stated earlier in this report if you have been the victim of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, you can report to the Rowan University Police Department (if the victim so desires). You can also report the incident to a Campus Security Authority- CSA and be assisted by them in reporting to include reporting the incident to law enforcement if the victim wishes. Reporting is not limited to victims; the accused, witness or supervisor can report. Complaints are also reported from anonymous sources or those who have less than direct knowledge because they feel obligated to report.

For reports involving allegations against University employees, the Title IX Investigator or appropriate representative of the Office of Employee Equity may conduct the investigation and resolve the issue according to the employee policy. Both parties will receive timely notice of meetings at which the Complainant or Respondent, or both, may be present. In addition, both parties may be accompanied by an advisor of their choice for any meetings with the Title IX Manager.

### How the University Determines Whether this Policy will be used

This policy applies when a complaint of sexual misconduct (stalking, sexual assault, domestic violence and dating violence) is made against an employee. Generally, the Office of Employee Equity, in consultation with the Vice President of Human Resources, will determine whether the policy is applicable to a particular complaint.

### Decision-Making Process/Formal Procedures

During the initial intake, the investigating officer or authorized designee will obtain information regarding the complaint and determine if interim corrective measures are necessary to prevent continued violations or to provide for individual safety. A prompt and thorough investigation will be conducted. The time for completion of the investigation and an issuance of a determination is 120 days. Investigations that cannot be completed during this time will require notification to the New Jersey State Division of EEO/AA and to the parties involved.

- Findings will be based on a “Preponderance of the Evidence” standard which means whether “It is more likely than not” that the incident happened as alleged and that a violation of the policy was substantiated.
- The investigation process will be confidential to the extent possible.
- Both the accused and complainant may each be accompanied by an advisor of their choice in all meetings throughout the investigatory process. Employees may also have their union representative present if they choose.
- Both parties will receive timely notice of meetings at which the Complainant or Respondent, or both, may be present.

The investigatory report will be submitted to the Vice President of Human Resources (or his/her designee)”, as the President’s Designee for the final letter of determination. If a violation has occurred, the President’s Designee, the Vice President of Human Resources will determine appropriate corrective measures in consultation with Dean’s, General Counsel, Labor Counsel and supervisors. Employees who disagree with the finding may appeal the finding or the discipline depending on their employment status which include but are not limited to the New Jersey Civil Service Commission, the New Jersey Division of the EEO/AA, the President’s Chief of Staff, or the appropriate collective bargaining unit. Appeals must be received within 20 days of notification of finding or disciplinary determination. A written record is maintained of the discrimination/harassment complaints received. Written records are maintained as confidential records to the extent practicable and appropriate. Final determination letters and quarterly reports are submitted to the New Jersey Division of EEO/AA. Employees are notified in writing simultaneously (through separately drafted written letters) if any charges brought against the respondent under the Policy Prohibiting Discrimination in the Workplace and Educational Environment have been determined to be substantiated. If any such charges are determined to be substantiated, the letter sent to the respondent will indicate if corrective measures are being recommended. If any corrective measures are recommended, the letter sent to the respondent will direct the appropriate office (usually, the Office of Labor Relations) to consider and effectuate the appropriate corrective action process for the respondent. As a note, in the case of any substantiated charges, the letter sent to the complainant will not indicate any specific corrective measures that will be sought with respect to the respondent, but rather a generalized statement that all appropriate measures will be sought to address the matter.

Upon completion of the investigation, the Vice President of Human Resources or designee may determine that the employee found in violation of the policy may be subject to disciplinary action including removal from Rowan facilities, reduction in rank/salary, reassignment, written reprimand, suspension, or termination of employment for cause. In appropriate cases, employees may be required to attend appropriate training or other remediation as a condition of employment. The University may also take any other appropriate corrective action to prevent recurring conduct and to correct its effect on the complainant and others.

- Findings will be based on a “Preponderance of the Evidence” standard which means whether “It is more likely than not” that the incident happened as alleged and that a violation of the policy was substantiated.
- The investigation process will be confidential to the extent possible.

Advisor of Choice: Both the accused and complainant may each be accompanied by an appropriate observational support figure (who is not substantively connected with the underlying matter being investigated) in any meetings

throughout the investigatory process. For an employee in a job title represented by a union, the Employee may have a union representative present as an observer in the meeting as well.

- Both parties will receive timely notice of meetings at which the Complainant or Respondent, or both, may be present.

Assistance for Victims/Rights and Options: From our initial point of contact with the victim, through the final disposition of their case, we will make every effort to ensure that the victims and witnesses are treated with dignity and compassion by the criminal justice system. As explained earlier, 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. It will provide each victim with a written explanation of their rights and options. Including the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, and stalking. 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 University will protect the confidentiality of victims and other necessary parties;
- a statement that the University will provide written notification to students and employees about victim services within the institution and in the community;
- a statement regarding the University's provisions about options for, available assistance in, and how to request accommodations and protective measures.

Range of Protective Measures Available to Victims Alleging Employee/Student Sexual Misconduct (Dating/Domestic Violence, Sexual Assault and Stalking): (Prompt, fair and impartial process will be used)

In review, when an alleged incident of sexual misconduct is brought to the attention of the University, the University will promptly take effective steps to end the misconduct, prevent further violations, and remedy the effects of the violation on the complainant and others, if appropriate. If a complainant elects not to report or is unable to report the violation, the University will undertake reasonable efforts to investigate what occurred. The University reserves the right to take whatever measures it deems necessary in response to an allegation of sexual misconduct to protect students' and employees' rights and the personal safety of members of the community. While the University's investigation is pending, the University will offer interim measures to protect the parties and others. The University will maintain as confidential any protective measures provided to the complainant, to the extent that maintaining such confidentiality would not impair the ability of the University to provide the protective measures. These measures can be offered regardless of whether or not the complainant chooses to report the crime to Rowan Public Safety or local law enforcement.

Interim measures may include but are not limited to the following:

Safety plan development (including safety escorts, special parking arrangements), no contact directives, interim suspension from campus or residence privileges, changing working situations and transportation (such as having the student or employee park in a different location), provide assistance with the University disciplinary process, referrals to on-campus resources or reporting to police. Further examples may include:

Students:

- Academic accommodations: Modification/potential change to the academic situation such as transfer to a different section of a class, withdraw, and take a class at another time- if there is no option for moving to a different section, etc., exam (paper or assignment) rescheduling, taking an incomplete grade in a class, alternative course completion options.
- Housing accommodations: Modification/potential change of on-campus student housing assignment, may include moving to a different room or residence hall.

Employees:

- Working situations: Possible changes to work situations may include changing working hours.

To request assistance/make changes to academic, living, transportation and/or working situations or other protective measures, a victim should contact:

Students: Title IX Coordinator: <https://sites.rowan.edu/diversity-equity-inclusion/titleix/index.html>

mulligan@rowan.edu (856) 256-5440

Residential Learning and University Housing: <https://sites.rowan.edu/housing/contact/index.html>  
(856) 256-4266

Employees: Asst. Vice Pres. Employee Equity and Labor Relations: (856) 256-4320

Human Resources: <https://sites.rowan.edu/equity/index.html> (856) 256-4500

Rowan Public Safety can also provide information and support you through this process:

<https://sites.rowan.edu/publicsafety/contactus.html> or call (856) 256-4922

### **New Jersey Sexual Assault Complainant's Bill of Rights**

Overview: A college or university in a free society must be devoted to the pursuit of truth and knowledge through reason and open communication among its members. Academic communities acknowledge the necessity of being intellectually stimulating where the diversity of ideas is valued. Its rules must be conceived for the purpose of furthering and protecting the rights of all members of the university community in achieving these ends. The boundaries of personal freedom are limited by applicable state and federal laws and institutional rules and regulations governing interpersonal behavior. In creating a community free from violence, sexual assault and non-consensual sexual contact, respect for the individual and human dignity are of paramount importance. The state of New Jersey recognizes that the impact of violence on its victims and the surrounding community can be severe and long lasting. Thus, it has established this Bill of Rights to articulate requirements for policies, procedures and services designed to ensure that the needs of victims are met and that the colleges and universities in New Jersey create and maintain communities that support human dignity.

Human Dignity Rights: to be free from any suggestion that victims must report the crimes to be assured of any other right guaranteed under this policy; to have any allegations of sexual assault treated seriously; the right to be treated with dignity; to be free from any suggestion that victims are responsible for the commission of crimes against them; to be free from any pressure from campus personnel to: report crimes if the victim does not wish to do so, report crimes as lesser offenses than the victim perceives the crime to be, refrain from reporting crimes, refrain from reporting crimes to avoid unwanted personal publicity.

Rights to Resources On and Off Campus: to be notified of existing campus and community based medical, counseling, mental health and student services for victims of sexual assault whether or not the crime is formally reported to campus or civil authorities; to have access to campus counseling under the same terms and conditions as apply to other students in their institution seeking such counseling; to be informed of and assisted in exercising: any rights to confidential or anonymous testing for sexually transmitted diseases, human immunodeficiency virus, and/or pregnancy, any rights that may be provided by law to compel and disclose the results of testing of sexual assault suspects for communicable diseases.

Campus Judicial Rights: to be afforded the same access to legal assistance as the accused; to be afforded the same opportunity to have others present during any campus disciplinary proceeding that is allowed the accused; to be notified of the outcome of the sexual assault disciplinary proceeding against the accused.

**Legal Rights:** to have any allegation of sexual assault investigated and adjudicated by the appropriate criminal and civil authorities of the jurisdiction in which the sexual assault is reported; to receive full and prompt cooperation and assistance of campus personnel in notifying the proper authorities; to receive full, prompt and victim-sensitive cooperation of campus personnel with regard to obtaining, securing and maintaining evidence, including a medical examination when it is necessary to preserve evidence of the assault.

**Campus Intervention Rights:** to require campus personnel to take reasonable and necessary actions to prevent further unwanted contact of victims by their alleged assailants; to be notified of the options for and provide assistance in changing academic and living situations if such changes are reasonably available.

**Statutory Mandates:** Each campus must guarantee that this Bill of Rights is implemented. It is the obligation of the individual campus governing board to examine resources dedicated to services required and to make appropriate requests to increase or reallocate resources where necessary to ensure implementation. Each campus shall make every reasonable effort to ensure that every student at the institution receives a copy of this document. Nothing in this act or in any "Campus Assault Victim's Bill of Rights" developed in accordance with the provisions of this act shall be construed to preclude or in any way restrict any public or independent institution of higher education in the state from reporting any suspected crime or offense to the appropriate law enforcement authorities.

Also See: <https://confluence.rowan.edu/display/POLICY/Student+Code+of+Conduct>

In New Jersey, a victim of domestic violence, dating violence, sexual assault or stalking also has the following rights:

- To be informed about the criminal justice process.
- To be free from intimidation.
- To have inconveniences associated with participation in the criminal justice process minimized to the fullest extent possible.
- To make at least one telephone call from the police station provided the call is reasonable in both length and location called.
- To medical assistance if, in the judgment of the law enforcement agency, medical assistance appears necessary.
- To be notified if presence in court is not needed.
- To be informed about available remedies, financial assistance, and social services.
- To be compensated for their loss whenever possible.
- To be provided a secure, but not necessarily separate, waiting area during court proceedings.
- To be advised of case progress and final disposition.
- To the prompt return of property when no longer needed as evidence.
- To submit a written statement about the impact of the crime to a representative of the county prosecutor's office which shall be considered prior to the prosecutor's final decision concerning whether formal criminal charges will be filed; and
- To make, prior to sentencing, an in-person statement directly to the sentencing court concerning the impact of the crime. This statement is to be made in addition to the statement permitted for inclusion in the persistence report.

**Rights at Rowan University:** All parties (Complainants and Respondents) involved in a Title IX matter at Rowan University (including domestic violence, dating violence, sexual assault or stalking) are equally entitled to rights as outlined at:

<https://sites.rowan.edu/osec/titles/ix/title-ix-final-regulations.html>

**Orders of Protection:** The Rowan University Police Department takes Domestic Violence, which includes Dating Violence very seriously. Our officers will respond immediately to any call regarding Domestic Violence; it is the primary duty of our responding officers to enforce the law and to protect the victim in any Domestic/Dating Violence situation. For your safety, we encourage people who are experiencing Domestic/Dating Violence to call the police as soon as safely possible. If you were unable to contact the police or were too afraid to contact the police at the time the violence

occurred, you can still make a report later. As a victim of Domestic/Dating Violence, it is your right to file a police report in any of the following locations:

- In the jurisdiction where the act of DV occurred
- In the jurisdiction where the defendant resides
- In the jurisdiction where the victim resides or is sheltered – this means if you are a Rowan student, living on campus, you can make a report with the Rowan Police (even if the act of DV was committed somewhere else)

#### Restraining Orders:

- There are two different types of restraining orders – Temporary Restraining Orders (TRO) and Final Restraining Orders (FRO). Both types of restraining orders are legally enforceable documents that prohibit your abuser from having contact with you. When a restraining order of any type is in effect, your abuser cannot see you, or contact you in any way. If your abuser violates the restraining order, he or she will be arrested.
- A TRO is just what it sounds like – temporary. A victim of Domestic Violence can apply for this type of restraining order at any time. If granted, the TRO will remain in effect until a scheduled hearing with a Family Court judge. At this hearing you will explain to the judge why you filed for a TRO, and the judge will decide whether you need a Final Restraining Order. Your abuser will also be at the FRO hearing and will have a chance to give his/her side of the story to the judge. If the judge grants a FRO, that order will remain in effect permanently (unless you choose to have the order dismissed).

#### How can I get a Temporary Restraining Order (TRO)? :

If the incident is not in progress, there are two ways to apply for a TRO. On Monday through Friday between the hours of 8:30am – 3:30pm, you can go directly to the Family Court for your county. Or you can go to your local police department.

- Gloucester County - 2 South Broad Street, Woodbury, NJ 08096 (856) 686-7410
- Camden County - 101 South 5th Street, Camden, NJ 08103 (856) 379-2200

Once you arrive at the courthouse, tell a court employee that you are there to apply for a TRO. They will give you papers to fill out and provide assistance to you. If you are not comfortable going to the courthouse by yourself, or if you are confused about the process, contact the Rowan Police Department at (856) 256-4922. A Rowan police officer will assist you in filing for a TRO. If you wish to apply for a TRO at any time other than regular business hours, contact the Rowan University Police Department. An officer will assist you in applying for a TRO over the phone. The officer will take a statement from you regarding the incident of domestic violence that prompted you to apply for the TRO. The officer will then contact a Municipal Court Judge via phone. The judge will speak to you briefly on the phone and will then make a determination of whether or not to grant your TRO.

- When your TRO is granted, you will be given a court date to appear before a judge in Family Court. At the Family Court hearing, the judge will determine whether to grant a Final Restraining Order.

Note: Please also see Department of Public Safety Victim/Witness Services Domestic Violence:

[https://sites.rowan.edu/publicsafety/university-police/domestic\\_violence.html](https://sites.rowan.edu/publicsafety/university-police/domestic_violence.html)

Rowan University complies with New Jersey law in recognizing orders of protection TRO, Temporary Restraining Orders and FRO, Final Restraining Orders. Family court will provide a copy of the order to Campus Police and the Office of the Title IX Coordinator. A complainant (student or employee) may then meet with Campus Police to develop a Safety Action Plan, which is a plan for campus police 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, providing a temporary cellphone, 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 victim is required to apply directly for these services in conjunction with campus law enforcement, local law enforcement and the appropriate county services which in each county.



### University Issued Campus-No Contact Orders:

The Title IX Coordinator, Dean of Students, and the Office of Residential Learning and University Housing can assist with a variety of measures including a no contact order, academic support, transportation, (working situations- Office of Employee Equity), no trespassing directive (Public Safety) to the accused and housing accommodations whether there is a formal complaint filed. <http://www.rowan.edu/equity/titleix/> or call (856) 256-5440 for more information.

Protective Order: CPO, sometimes also referred to as a temporary restraining order (TRO), is a legal document that bars an individual from certain types of contact with the person who is awarded the order. A violation can result in criminal charges. Rowan Public Safety can provide information and support you through this process as explained earlier in this section.

Upon notice of an incident or at the request of a complainant Student Affairs administrators may issue an institutional no contact directive to the involved students. The mutual no contact directive is effective both on and off campus and will typically remain in place for the remainder of students' academic careers. Students may appeal to a designated Student Affairs Administrator to request that the directive be modified or lifted. Alleged violations of the directive are enforced under the Student Code of Conduct. The final disposition of a no contact directive is determined by the Title IX investigation and/or the adjudication of the complaint through the University disciplinary process. To the extent of the involved students' cooperation and consent, university offices will work cooperatively to ensure that the students' health, physical safety, work and academic status are protected, pending the outcome of a formal university investigation of the complaint. Employees are protected through various changes including change of schedule, change of work location, paid administrative leave and referral to the Employee Advisory Services.

### Resource Information for Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking:

There are no limits to using any resource. You can get support if something happened days, weeks, months or even years ago.

Reasons to talk with a Counselor: If you or a friend has been a victim of sexual violence, it is helpful to talk with a counselor who has expertise with this issue. In response to a traumatic event people can have a range of responses (including but not limited to these below). Even if you do not have any of these responses, talking to a counselor can help you understand your options for medical care, reporting the crime and coping with what happened.

- Depression
- Anxiety
- Loss of interest in activities
- Fear of reminders related to the assault
- Lack of emotion
- Dissociation or zoning out
- Problems with attention and concentration
- Academic difficulties
- Increased use of drugs and alcohol to forget or change one's feeling
- Anger and/or aggression
- Problems with eating and sleeping
- Nightmares
- Irritability
- Fatigue
- Thoughts of hurting oneself

On campus Rowan University resources:

- Counseling and Psychological Services Center, Winans Hall, Glassboro Campus: (856) 256-4222 Counselors are available Monday-Friday during regular office hours for walk-ins. After regular business hours, a counselor is available for emergencies through Public Safety: call (856) 256-4911 and ask to speak to the Counselor on Call.

Off campus counseling resources:

- SERV (Services Empowering Rape Victims): 1-866-295-7378 or (856) 881-3335 <https://www.centerffs.org/serv>
- Rape, Abuse, and Incest National Network: <http://www.rainn.org>

Other Resources Available:

Rowan University (On-Campus):

Student Health Center: Glassboro Campus (856) 256-4333 <https://sites.rowan.edu/wellness/health/index.html>

- Victim Advocacy: (856) 256-4283
- Visa and Immigration Assistance: (856) 256-4249
- Student & Financial Aid: Glassboro (856) 256-4250
- Student & Financial Aid: Stratford (856) 566-6008
- Student Affairs: CMSRU (856) 361-2805
- Student Services: RUCAB (856) 361-2900

Community Services (Off-Campus):

- Services Empowering Rights of Victims Program (SERV): Program, which is run by the Center for Family Services, Inc. (a nonprofit human services agency). SERV provides 24-hour emergency safe housing, counseling, support groups, outreach, advocacy, and accompaniments for victims of domestic and sexual violence. SERV provides free counseling services to victims of domestic and sexual violence, and will provide an advocate to accompany victims and witnesses to court appearances. SERV also runs an anonymous 24-hour crisis hotline at (866) 295-SERV (7378). Victims of violence can call this hotline 24/7 and speak to a crisis counselor anonymously.
- New Jersey Victims of Crime Compensation Board (VCCB): The New Jersey VCCB may help ease the financial burden faced by crime victims. Services covered by the VCCB include benefits for mental health counseling, medical bills, loss of earnings, funeral expenses (up to \$5000), crime scene clean-up, relocation expenses, child care/day care services, victims' rights attorney fees, domestic help, and other victim services related to crimes. For further information on filing procedure time requirement and benefit restrictions, please contact the VCCB by phone at 1-877-658-2221 or visit the VCCB website at: <https://www.njoag.gov/vcco/>

Legal Assistance:

Rowan University (Students only):

- Office of Student Government Association, (856) 256-4540

Community Legal Services (Off-Campus):

- Legal Services of New Jersey, 1-888-576-5529 [www.LSNJLAW.org](http://www.LSNJLAW.org)
- Southern New Jersey Legal Services, 1-800-496-4570
- Rutgers Law Camden DV Clinic, (856) 255-6425
- Gloucester County Legal Referral Service, (856) 848-4589
- Department of Justice <https://www.justice.gov/ovw/sexual-assault>
- Department of Education, Office of Civil Rights, New York, (646) 428-3800 [OCR.NewYork@ed.gov](mailto:OCR.NewYork@ed.gov)

Additional Off-campus resources:

- Rape, Abuse and Incest National Network: <http://www.rainn.org>
- Department of Education, Office of Civil Rights: <http://www2.ed.gov/about/offices/list/ocr/index.html>
- N.J. Victims of Crime Compensation Office: <https://www.njoag.gov/vcco/>
- Counseling and Mental Health: SERVE <https://www.centerffs.org/serv>

Confidentiality: *Title IX Sexual Harassment/Sexual Assault Policy, SL: 2020:01, revised. 6-30-23.*

Rowan University is committed to responding to sexual misconduct and is required by Federal Law to investigate all allegations and take any remedial action deemed necessary to preserve your safety and that of the community, whether you wish to make a formal complaint. When the University is made aware of a report or allegation of Sexual Harassment/Sexual Assault, the University will endeavor to maintain the confidentiality of the matter and of all individuals involved to the extent permitted by law. The University will balance the needs of the individuals involved (Complainant and Respondent) with its obligation to fully investigate allegations and to protect the safety and wellbeing of the community at large. In all cases, the University and its employees will respect the dignity and rights of all individuals.

Responsible Employees: When consulting campus resources, individuals should be aware that certain employees are Responsible Employees who under this policy are required, after receiving information regarding Sexual Harassment/Sexual Assault, to report it to the Title IX Coordinator. These include, but are not limited to, Public Safety Police and Security Officers, managers and supervisors, coaches, club and organization advisors, faculty, Deans, and Residential Learning staff (Resident Assistants, Community Safety Assistants, Resident Directors, and Residential Learning Coordinators). Knowledge of an incident of Sexual Harassment/Sexual Assault by a Responsible Employee (other than those who also have authority to institute corrective measures on behalf of the University) does not constitute Actual Knowledge by the University.

If an individual has reported information to a Responsible Employee, but the individual would like for the report to remain confidential, the student should contact the Title IX Coordinator, who will evaluate the individual's request for confidentiality. The Grievance Process will only be initiated when a Formal Complaint has been filed with or by the Title IX Coordinator.

Confidential Resources – Students: Students who desire that details of an incident be kept confidential can receive confidential services through the Counseling & Psychological Services Center (856-256-4333), which is in the Wellness Center at Winans Hall. Counselors with specialized training are available to support students who report Sexual Harassment/Sexual Assault. Counselors are available to help you free of charge and can be seen on an emergency basis. The Student Health Center (856-256-4222) can also provide confidential consultation with students and may offer treatment to prevent sexually transmitted infections or pregnancy. In circumstances where the Wellness Center is unable to offer these services, they will provide a referral to an appropriate medical resource. In addition, you may speak with members of the clergy, who will also keep reports made to them confidential. LGBTQIA+ students who would like to speak with a confidential resource should know that every counselor at the Wellness Center is committed to supporting students of all gender identities, gender expressions, and sexual orientations. When speaking with these resources, a student's right to confidentiality is legally protected. However, there are limits to this protection in specific situations. For example, if a student discloses that the incident involved the use of a weapon or other contraband as defined by New Jersey law, or there is an ongoing threat or danger to the safety of another person (particularly children or the elderly), these resources may be required to report the incident to police.

Confidential Resources – Employees: Employees who desire that details of an incident be kept confidential can receive confidential services through the New Jersey Employee Advisory Service (1-866-327-9133).

Federal Statistical Reporting and Federal Timely Warning Obligations: Certain campus officials have a duty to report Sexual Harassment/Sexual Assault for federal statistical reporting purposes. All personally identifiable information is kept confidential, but statistical information must be passed along to campus law enforcement regarding the type of incident and its general location (on or off-campus, in the surrounding area, etc. with addresses withheld), for publication in the annual Campus Security Report. This report helps to provide the community with a clear picture of the extent and nature of campus crime to ensure greater community safety.

Individuals who report Sexual Harassment/Sexual Assault should also be aware that University administrators may be required to issue timely warnings for certain incidents reported to them that pose a substantial threat of bodily harm or

danger to members of the community, to aid in the prevention of similar occurrences. The University will withhold the names and other personally identifiable information of individuals as confidential, while still providing enough information for community members to make decisions related to their safety in light of the danger.

**Confidential Rowan Resources:**

- Students who desire that details of an incident be kept confidential can receive confidential services through the Counseling & Psychological Services Center (856-256-4333), which is in the Wellness Center at Winans Hall. Counselors with specialized training are available to support students who report sexual violence. Counselors are available to help you free of charge and can be seen on an emergency basis. The Student Health Center (856-256-4222) can also provide confidential consultation with students and may offer treatment to prevent sexually transmitted infections or pregnancy. You can come in person to both CPS and SHS: The Wellness Center Winans Hall 201 Mullica Hill Rd. Glassboro Campus
- LGBTQ students who would like to speak with a confidential resource should know that every counselor at the Wellness Center is committed to supporting students of all gender identities, gender expressions, and sexual orientations.
- When speaking with these resources, a student's right to confidentiality is legally protected. However, there are limits to this protection in specific situations. For example, if a student discloses that the incident involved the use of a weapon or other contraband as defined by New Jersey law, or there is an ongoing threat or danger to the safety of another person (particularly children or the elderly), these resources may be required to report the incident to police.

If you are aware of any information that may assist in an investigation, you can also contact the Department of Public Safety: Anonymous Crime Tip Hotline: (856) 256-7428. Please provide as much information as possible, such as crime date, time of incident, suspect's name, and/or location. All information will be kept confidential.

Additionally, personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20).) Further, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. The University does not publish the name of crime victims nor house identifiable information regarding victims in the Public Safety Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Rowan Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld. Victims may request that directory information on file be removed from public sources by a request to Public Safety Department designee.

In review, as explained earlier in this report, Rowan University provides written notification to all victims of sexual assault, domestic violence, dating violence or stalking about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration, student financial aid and other services available for victims, both at Rowan University and in the surrounding communities. The written notification to students and employees includes accommodations options available to them, including academic, living, transportation, protective orders and working situations. Including available assistance in requesting accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations). Also written notification is provided to all students and employees annually through the Rowan University "Daily Mail". It is practice that once the Title IX (OSEC) office receives a report of an incident of sexual assault, domestic violence, dating violence or stalking, the victim will receive an offer of assistance letter. A hard copy of this resource list is also provided to victims upon meeting with Public Safety. This same list is also available online and is emailed to any inquiring individuals.

**Notification to Victims of Crimes of Violence:** The University will disclose to the alleged victim of a crime of violence, (which includes Domestic Violence, Dating Violence, Sexual Assault and Stalking), the report on the results of any disciplinary proceeding conducted by Rowan University against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

## **Registered Sex Offender**

### **Campus Sex Crimes Prevention Act (CSCPA)**

The "Campus Sex Crimes Prevention Act" is a federal law that provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education or working or volunteering on campus. The Act requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student. The law further requires that state procedures ensure that this registration information is promptly made available to law enforcement agencies with jurisdiction where the institutions of higher education are located and that it is entered into appropriate State records or data systems. Reference the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921)

For information regarding Megan's Law in the State of New Jersey and to search the New Jersey Sex Offender Internet Registry, maintained by the New Jersey State Police, visit: [www.njsp.org/info/reg\\_sexoffend.html](http://www.njsp.org/info/reg_sexoffend.html). Convicted sex offenders must register with the Rowan University Department of Public Safety-Police Services. For information on how to register if you are a convicted sex offender, contact:

Rowan University Police Dept. Detective Bureau for instructions: (856) 256-4922 - Non-Emergency  
You can link to this information, which appears on Public Safety website, by accessing:  
[https://sites.rowan.edu/publicsafety/university-police/sex\\_offender\\_registry.html](https://sites.rowan.edu/publicsafety/university-police/sex_offender_registry.html)

## **Security Awareness/Procedures and Practices/Crime Prevention Programs**

### **Overview**

Rowan University's Department of Public Safety is committed to the concept of Crime Prevention. Employing a departmental involvement philosophy toward our crime prevention programs throughout the University. The program's objective is to communicate safety and security concepts throughout all our campus communities. A few simple precautions or a bit of knowledge might be the difference in a student or staff member becoming a victim of a crime. Our job is to educate the campus community of these concepts and reinforce them.

Using in-person presentations as well as printed materials, Crime Prevention educates students and staff in the following areas: The Crime Prevention Triangle, Crime Prevention through Environmental Design, Use of our Shuttle Service, Using our Emergency/Assistance Phones, Car and Bike Security, Date Rape/Sexual Assault Prevention, Rape Aggression Defense training, as well as other timely issues in public safety, such as available online Active Shooter training. Outreach also includes email and message board announcements/bulletins, staffing tables at events, monthly "Coffee with a Cop" at the Glassboro and Rowan-Virtua SOM campuses and providing in-person presentations, as well as printed materials. Officers are available upon request to provide training presentations on all our campuses. Our website also offers security awareness /crime prevention tips and resources for you:  
<https://sites.rowan.edu/publicsafety/safetysecurity/index.html>

### **On the Glassboro and West (South Jersey Technology Park) Campuses**

The Rowan University Department of Public Safety offers crime prevention and security awareness educational programs each month. These programs can include topics such as personal safety, alcohol and drug abuse awareness and sexual assault prevention. The University provides various programs to the campus community, students, and staff,

such as RAD (Rape Aggression Defense), Green Dot, Crime Prevention and Active Shooter Presentations on an annual basis. Similar programs are provided to students and staff at the University's other campuses as outlined further in this report section, to include but not limited to Active Shooter, Campus Security and Safety Awareness and Crime Prevention.

### **Primary Programs (New Students and Employees) designed to inform about Security Awareness (Procedures and Practices), Victim and Crime Prevention**

Orientation programs in 2022-2023, planned for 2024, offered by the Department of Public Safety included presentations on the Clery Act, Domestic/Dating Violence, Sexual Assault Awareness, Rowan Alert System, Alcohol Awareness, Emergency Communications, Campus Shuttle/Walking Escort, Reporting Suspicious Activity, Campus Safety and Crime Prevention. Safe Choice presentations were conducted by officers.

Ongoing Programs (all employees and students) designed to inform about Security Awareness (Procedures and Practices), Victim and Crime Prevention:

Programs offered in 2022-2023, and planned for 2024, have included Overview on the Clery Act, Drug and Alcohol Awareness, Domestic/Dating Violence, Sexual Assault Awareness, Crime Prevention Tips, Bicycle and Pedestrian Safety, Emergency Preparedness and Active Shooter. The following examples, but not limited to, of the frequency and content of these programs which are offered to students and employees each year:

Note: \*SA means Security Awareness, \*CP means Crime Prevention, \*VP means Victim Prevention

<b>Name of Program</b>	<b>Topics/Information Covered</b>	<b>Months Held</b>
Active Shooter Training and General Safety Awareness ( <i>all Rowan campuses</i> )	Held throughout year, Rowan Police trained students, groups and faculty/employees, departments on awareness/safety actions with active shooter ( <i>Training also available online through Rowan's Banner System</i> )- SA, CP, VP	2022-2023, planned for 2024
Campus Student Patrol and CSA Staff Safety Training	Student staff are trained on proper techniques and practices in campus awareness while patrolling campus by Rowan Public Safety- SA, CP, VP	August 2022, 2023, planned for 2024
Crisis Response Training	RLUH staff trained on crisis response procedures (safety, crowd gatherings, fire alarms, suicide ideation/attempt, domestic violence, sexual assault, self-harm, etc.)- SA, CP, VP	August 2022, 2023
Diversity and Social Justice	Rowan Police outreach meeting with student groups on diversity and social issues impacting community- SA	2022, February 2023
Fire Safety	RLUH staff trained on building evacuation and safety procedures- SA	August 2022, 2023
Firearms Safety Webinar (Rowan-Virtua SOM campus)	Rowan Public Safety meeting with Rowan-Virtua SOM doctors - SA	March 2022
Law and Justice Classes	Rowan Police presentations to students to see and experience the crime fighting and safety methods in the field of criminal justice-SA	April 2022, 2023 planned for 2024
Public Safety, Emergency Planning and Active Shooter	RLUH graduate and professional staff trained regarding Public Safety services and active shooter training- SA, CP, VP	January 2023



RAD Training ( <i>all Rowan campuses</i> )	Offered regularly, Rowan Police teaching women defensive concepts/techniques against various types of assault- SA, CP, VP	Planned- 2024
<p><b>Daily Announcer Email Messaging to the Campus Community:</b> Ongoing information was provided by the Rowan Daily Mail (email) to students and employees throughout 2022-2023 and is planned for 2024 on topics such as Crime Prevention, Security Awareness and other Safety and Security Tips, <u>to include but, not limited to:</u></p> <ul style="list-style-type: none"> <li>▪ Important Rideshare Tips: Stop, Ask, Match, Inform</li> <li>▪ Clery Awareness and Resources for You</li> <li>▪ Drinking Spiking is a Real Danger</li> <li>▪ Safety/Security Awareness Welcome (Tips)</li> </ul>		

Additional examples on Security Awareness (Procedures and Practices), Victim and Crime Prevention programs offered on these campuses:

**Cooper Medical School of Rowan University (CMSRU):**

- Public Safety delivers safety and security orientation to third year medical students every July and 1<sup>st</sup> and 2<sup>nd</sup> year medical students in August.
- Active shooter training has been offered periodically to students and staff.

**Rowan University Camden Academic Building (RUCAB):**

- Students participate in the Glassboro Campus orientation program every June.
- Active shooter training has been offered periodically to students and staff.

**Rowan-Virtua School of Osteopathic Medicine (Rowan-Virtua SOM):**

- New students and employees during their respective orientations receive training presentations given by Public Safety to include Campus Safety, Disaster Training, Crime Prevention and Awareness Tips, RAD training opportunities, public safety procedures and parking.
- Throughout the year Public Safety conducts training seminars for all employees and students to include Active Shooter, R.A.D. training, Workplace Violence, Safety/Security and Crime Prevention Awareness.

In review, awareness and prevention programs offered (and planned in the future) by Public Safety have included RAD training, Drug and Alcohol Awareness, Domestic/Dating Violence and Sexual Assault Awareness, Crime Prevention Tips, Bicycle and Pedestrian Safety and Emergency Preparedness. The overview in this section provided examples of the frequency and content of the programs that are offered to students and employees each year at Rowan.

### **Additional Security Awareness Programs/Services**

**Campus Shuttle Service:** The purpose of the shuttle service program is to provide safe transportation to designated stops on campuses for members of the University who would otherwise have to walk alone at night or are concerned about their personal safety. Shuttle service is free to Rowan University students, faculty, and staff with a valid Rowan ID. To catch the Campus Shuttle, to view the stops on a map and details on schedules, etc., please go to:

<https://sites.rowan.edu/shuttle-services/>

**Walking Escort Service:** Rowan University is committed to the mission to ensure the health, safety, and welfare of the Rowan community. The Department of Public Safety offers a walking escort service for any student, employee, or visitor who may feel unsafe walking from one location to another on campus.

- At the Glassboro or Rowan-Virtua SOM-Stratford campuses call (856) 256-4922 to request a walking escort.
- At CMSRU or RUCAB campuses call the following: CMSRU (856) 361-2880/RUCAB (856) 361-2992 or 2991 or stop at the front desk of Rowan Security to request an escort.
- At this time, a walking escort is not available at Rowan-Virtua SOM – Sewell campus

Note: This program will assign calls as they are received. There may be a delay in responding to your request due to a high volume of calls or other unforeseen circumstances.

**Bike Patrol:** The Rowan University Bike Patrol Unit is comprised of a mixture of security officers and police officers. The Bike Patrol Unit operates twenty-four hours a day seven days a week, weather permitting at the Glassboro and Rowan-Virtua SOM –Stratford campuses only. These officers perform the same duties as other uniformed officers on campus; however, they can navigate more easily throughout the campus.

The benefits of having the bike unit on campus are that it promotes high visibility of the officers, which enables the campus community to feel safer while moving about the campus. It also makes the officer more approachable to the students, faculty, and staff in a time of need. It allows the officer to interact more easily with the Rowan community. The bike patrol officers can conduct routine patrol functions that a patrol officer in a vehicle would not be able to complete. The Rowan University Bike Patrol Unit welcomes interactions with the Rowan University community so please do not hesitate to approach a bike officer and ask questions. Please feel free to contact the Department of Public Safety with any questions you may have about our bike unit.

**Rape Aggression Defense (R.A.D):** The Rape Aggression Defense System is a program of realistic, self-defense tactics and techniques. It is a comprehensive course for women that begin with awareness, prevention, risk reduction and avoidance, while progressing on to the basics of hands-on defense training. R.A.D. is not a martial arts program. Our courses are taught by certified R.A.D. instructors and provide you with a workbook/reference manual. This manual outlines the entire physical defense program for reference and continuous personal growth. The R.A.D. System of Physical Defense is currently being taught at many colleges and universities. The growing, widespread acceptance of this system is primarily due to the ease, simplicity and effectiveness of our tactics, solid research, and unique teaching methodology.

The R.A.D. Systems is dedicated to teaching women defensive concepts and techniques against various types of assault, by utilizing easy, effective, and proven self-defense tactics. Our system of realistic defense will provide a woman with the knowledge to make an educated decision about resistance.

R.A.D. Objective: "To develop and enhance the options of self-defense, so they may become viable considerations to the woman who is attacked."

- Somewhere in America, a woman is sexually assaulted every 2 minutes, according to the U.S. Department of Justice.
- Approximately 68% of rape victims knew their assailant. [Violence against Women. Bureau of Justice Statistics, U.S. Dept. of Justice, 1994]

Safety and survival in today's world requires a definite course of action. We provide effective options by teaching women to take an active role in their own self-defense and psychological well-being.

R.A.D. Course Description: 12 hr. Basic Physical Defense class:

<https://sites.rowan.edu/publicsafety/safetysecurity/rad/index.html>

#### Session 1

Utilizing the R.A.D. student manual, students will be involved in a discussion of risk reduction strategies, date rape, continuum of survival, defensive strategies, and the basic principles of defense. We also discuss the pros and cons of defensive weaponry, how to develop a defensive mindset, understanding offensive and defensive postures, recognizing vulnerable locations, and utilizing personal weapons.

#### Session 2

Participating students will begin the process of hands-on training. The techniques utilized by R.A.D. Systems are based on simple gross motor skills and are developed to the point that they become instinctual through repetition. Students will have the opportunity to use these techniques in dynamic impact training by striking padded equipment held by the instructors. All techniques target a single attacker.

#### Session 3

Participating students will continue to refine the skills previously learned with "practice, practice and practice."

#### Session 4

Students will then participate in "simulated assault" scenarios with R.A.D. instructors, who along with participants, wear state-of-the-art protective gear specifically designed for this training. Women can utilize their skills in a safe training environment.

For more information contact:  
Rowan University Police  
Lieutenant Rachel Baum  
(856) 256-4922

**K-9 Unit:** Rowan University is committed in providing its students, faculty, and guests with different professional police services. The University implemented a Police K-9 unit. The unit consists of one fully certified Police K-9 handler and one certified K-9. The K-9 is a German Shepherd and trained in explosive detection and crossed trained in patrol work. The K-9 can detect over 20 explosive compounds and can also perform valuable services such as article(s) retrieval, tracking lost person(s) or suspect(s) and can perform building searches to locate hidden suspects. The K-9 is also trained in criminal apprehension. Training involved with this assignment is constant and entails 100's of hours to obtain certification. The University is better prepared for events and incidents because of having such a special detail and the University community will benefit from having such services.

For more information contact:  
Rowan University Police  
Sergeant Ted Allen  
(856) 256-4922

**Student Patrol:** The Student Patrol is a distinct unit within the Department of Public Safety under the supervision of the Rowan Police. Its main mission is to bolster and enhance the Department of Public Safety's ability to patrol the campus and maintain a safe environment for fellow students and employees. They will also assist with escorts.

For more information contact:  
Rowan University Police  
Lieutenant Adam McCain  
Sergeant Frank Agosta  
(856) 256-4922

Remember: As part of the security/crime prevention awareness programs, students and employees are encouraged to be responsible for their own security and the security of others at all our Rowan University campuses. Keep in mind, a few simple precautions or a bit of knowledge might be the difference in a student or staff member becoming a victim of a crime. Our job again is to educate the entire Rowan campus community of these concepts and reinforce them once everyone is educated. We also attempt to locate problem areas or situations on all campuses, i.e., lighting, unsecured equipment, etc. Your safety and security are of our utmost concern. Our Crime Prevention section and the University encourages your involvement in campus safety issues. Remember, we encourage the Rowan community to play a role in being responsible for your security and that of others at the University, on all our campuses.

For Public Safety Services Information- Brochures, forms, information can be found at:  
<https://sites.rowan.edu/publicsafety/services/index.html>

For more information on our programs- Students, staff, parents and prospective students may feel free to contact:  
Rowan University Police  
Lieutenant Rachel Baum  
Lieutenant Frank Davey  
(856) 256-4922

## Daily Crime and Fire Log

The Public Safety Department maintains a Daily Crime Log and a Daily Fire Log of incidents reported to the Public Safety Department following Clery Act guidelines. The Daily Crime Log includes crimes that occur on campus, non-campus buildings or properties, on public property adjacent to the campuses. The Daily Fire Log includes fires in university on-campus student housing facilities.

The Daily Crime and Fire Logs include the incident type, date incident is reported, 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 Public Safety Department posts specific incidents in the Daily Crime and Fire Logs within two (2) business days of receiving a report of an incident and reserves the right to exclude reports or certain information about reports from a log, in certain circumstances, as permitted by law. The log is not intended to identify victims of incidents but rather provide awareness to our community. The University's newspaper, "The Whit" has also published information on crime incidents and their locations derived from the Daily Crime Log, to provide awareness to our campus community.

**Note:** In Sexual Offenses that may have occurred in University Residential Housing, the "General Location" on the log may not specifically identify the specific involved building. In our effort to protect the identification of the victim, it may only identify the location as "On Campus Residential Housing".

The Crime Log and Fire Log for the most recent 90-day period are available for public inspection online at:

Daily Crime Log:

<https://sites.rowan.edu/publicsafety/clery/crimeandfire/cleryapp/index.php>

Daily Fire Log:

<https://sites.rowan.edu/publicsafety/clery/crimeandfire/cleryapp/firelog.php>

Logs older than ninety days are available upon request to the Clery Compliance Office at [cleryact@rowan.edu](mailto:cleryact@rowan.edu) or (856) 256-4562.

## Rowan University Crime Statistics

Definitions of Crime Reporting Categories: The following crime and geographic location definitions are used in the statistics categories used for reporting for Clery Act purposes. These categories include Clery Act designated offenses (*see below*), Hate Crimes, VAWA offenses (*Dating Violence, Domestic Violence, Sexual Assault and Stalking*), Arrests and Disciplinary Referrals for Weapons, Drug Abuse and Liquor Law Violations.

Under the Clery Act, for the purposes of counting and disclosing Criminal Offense, Hate Crime, arrest, and disciplinary referral statistics are based on definitions provided by the Federal Bureau of Investigation's Uniform Crime Reporting (UCR) Program. The definitions for Murder, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations are from the Summary Reporting System (SRS) User Manual from the FBI's UCR Program. The definitions of Fondling, Incest and Statutory Rape are from the FBI's National Incident-Based Reporting System (NIBRS) Data Collection Guidelines edition of the UCR. Hate Crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual. Although the law states that institutions must use the UCR Program definitions, Clery Act crime reporting does not have to meet all the other UCR Program standards. For the categories of Domestic Violence, Dating Violence and Stalking, the Clery Act specifies that you must use the definitions provided by the Violence Against Women Act of 1994 and repeated in the Department's Clery Act regulations. For Clery Act purposes, it is essential that institutions classify and count reported incidents based on the definitions specified by the Clery Act. Note: These definitions may not be the same for these offenses under New Jersey Criminal Code (Title 2C).

### Crime Offenses:

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied using a weapon or by means likely to produce death or great bodily harm.

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

**Burglary:** The unlawful entry of a structure to commit a felony or a theft.

**Criminal Homicide:** These offenses are separated into two categories: Murder and Non-negligent Manslaughter, and Manslaughter by Negligence.

- Murder and Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another.
- Manslaughter by Negligence: The killing of another person through gross negligence.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle, (not a theft from a motor vehicle).

**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person(s) by force or threat of force or violence and/or by putting the victim in fear.

**Sexual Assault (Sex Offenses):** Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent. (*Rape, Fondling, Incest and Statutory Rape*)

- Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

### Hate Crimes:

Hate Crimes are criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Include any of the previous crimes and any incidents of:

- larceny/theft
- simple assault
- intimidation
- or destruction/damage/vandalism of property
  - Which manifests evidence that the victim was intentionally selected because of the perpetrator's bias.
- Bias Categories: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin and Disability

Note: For Clery Act reporting, it is the perception of the offender, not the perception of the victim that determines whether a crime is classified as a Hate Crime.

### **Violence Against Women Act (VAWA Offenses)**

**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 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.
- For the purposes of this definition-
  - Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - Dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence:** A felony or misdemeanor crime of violence committed-

- By a current or former spouse or intimate partner of the victim.
- By a person with whom the victim shares a child in common.

- By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner.
- By a person similarly situated to a spouse of a victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- 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 the crime of violence occurred.

Note: Statistical data reported to the U.S. Department of Education and in the Annual Security Report under Domestic Violence does include roommate involved incidents, consistent with State of New Jersey law. (Until future guidance is provided by the U.S. Department of Education). "Dating Violence" is covered under the New Jersey definition of Domestic Violence and is counted as Domestic Violence for Clery Act purposes.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
  - Fear for the person's safety or the safety of others; or
  - Suffer substantial emotional distress.

For the purposes of this definition:

- *Course of conduct* means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
- *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
- *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

#### **Arrests and Referrals For: (Arrests-Dept. of Public Safety/Referrals-Office of Community Standards)**

- Drug law violations, Liquor law violations and Weapon law violations

#### **Definitions of Reporting Geography:**

##### **On-Campus:**

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and

Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor)

**Note:** Statistics for university housing facilities are recorded and included in both the all on-campus category and the on-campus residential only category. Separate Campuses under the Clery Act an institution must comply with the requirements for reporting for each separate campus.

##### **Non-Campus Building or Property:**

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.



**Public Property:**

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

**Allegations of Incidents:** Statistics are based on reports of alleged criminal incidents. It is not necessary for the crime to have been investigated by the police or a campus security authority, nor must a finding of guilt or responsibility be made to include the reported crime in the University's crime statistics.

**Appendix to the Federal Student Aid Handbook:** This Appendix replaces the 2016 Handbook for Campus Safety and Security Reporting, which has been rescinded. Other than the statutory and regulatory requirements included in this document, the contents of the new Appendix do not have the force and effect of law and are not meant to bind the public. The document is intended only to provide clarity to the public regarding existing requirements under the applicable statutory and regulatory provisions. <https://www2.ed.gov/admins/lead/safety/cleryappendixfinal.pdf>

## Rowan University Crime Statistics for Federal Reporting Purposes 2020–2022

### Glassboro Main Campus:

"On Campus" Statistics also include "On-Campus Student Housing"

Glassboro Main Campus	On-Campus			On-Campus Student Housing			Non-Campus Property			Public Property		
Year Reported	'20	'21	'22	'20	'21	'22	'20	'21	'22	'20	'21	'22
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses-Rape	4	11	18	4	11	16	0	0	1	2	0	0
Sex Offenses-Fondling	4	7	9	2	6	8	0	0	0	0	0	1
Sex Offenses-Incest	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses-Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	5	2	1	3	1	1	0	0	0	0	0	1
Aggravated Assault	2	5	6	2	4	4	0	0	0	1	2	2
Burglary	4	5	18	4	4	7	0	0	0	0	0	0
Arson	1	0	1	1	0	1	0	0	0	0	0	1
Motor Vehicle Theft	1	1	3	0	0	0	0	1	0	0	0	2
Domestic Violence	49	49	64	44	44	60	0	0	0	0	0	1
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	45	40	62	28	21	37	0	0	0	1	2	1
Liquor Law - Arrests	6	0	4	3	0	3	0	0	0	12	6	4
Drug Law - Arrests	37	3	8	21	1	2	0	0	0	23	7	6
Weapons Possession - Arrest	2	0	3	2	0	1	0	0	0	3	5	0
Liquor Law - Referrals	328	40	12	328	40	12	0	0	0	1	1	0
Drug Law - Referrals	82	21	0	74	20	0	0	0	0	2	0	0
Weapons Possession - Referrals	3	1	0	3	1	0	0	0	0	0	0	0

Year Reported	Glassboro Main Campus Hate Crimes
2020	None
2021	None
2022	None
Year Reported	Glassboro Main Campus Unfounded Crimes
2020	One (1) crime was found to be unfounded for 2020
2021	None
2022	None

Hate Crimes: A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Includes any of the previous listed crimes and any incidents of larceny/theft, simple assault, intimidation, or destruction/damage/vandalism of property.

- Bias Categories: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin and Disability

Unfounded Crimes: A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

Statistical data reported to the U.S. Department of Education and in the Annual Security Report under Domestic Violence does include roommate involved incidents, consistent with State of New Jersey law. (Until future guidance is provided by the U.S. Department of Education). "Dating Violence" is covered under the New Jersey definition of Domestic Violence and is counted as Domestic Violence for Clery Act purposes.

On 2/22/21, New Jersey passed the New Jersey Cannabis Regulatory Enforcement Assistance and Marketplace Modernization Act that decriminalized certain violations related to the possession of marijuana and alcohol.

### West Campus (South Jersey Technology Park):

Campus has no "On-Campus Student Housing"

West Campus (South Jersey Tech. Park)	On-Campus			Non-Campus			Public Property		
	'20	'21	'22	'20	'21	'22	'20	'21	'22
Year Reported									
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses-Rape	0	0	0	0	0	0	0	0	0
Sex Offenses-Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses-Incest	0	0	0	0	0	0	0	0	0
Sex Offenses-Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Liquor Law - Arrests	0	0	0	0	0	0	0	0	0
Drug Law - Arrests	1	0	0	0	0	0	0	1	8
Weapons Possession - Arrest	0	0	0	0	0	0	0	0	0
Liquor Law - Referrals	0	0	0	0	0	0	0	0	0
Drug Law - Referrals	0	0	0	0	0	0	0	0	0
Weapons Possession -Referrals	0	0	0	0	0	0	0	0	0

Year Reported	West Campus (South Jersey Tech. Park) Hate Crimes
2020	None
2021	None
2022	None
Year Reported	West Campus (South Jersey Tech. Park) Unfounded Crimes
2020	None
2021	None
2022	None

Hate Crimes: A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Includes any of the previous listed crimes and any incidents of larceny/theft, simple assault, intimidation, or destruction/damage/vandalism of property.

- Bias Categories: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin and Disability

Unfounded Crimes: A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

Statistical data reported to the U.S. Department of Education and in the Annual Security Report under Domestic Violence does include roommate involved incidents, consistent with State of New Jersey law. (Until future guidance is provided by the U.S. Department of Education). "Dating Violence" is covered under the New Jersey definition of Domestic Violence and is counted as Domestic Violence for Clery Act purposes.

On 2/22/21, New Jersey passed the New Jersey Cannabis Regulatory Enforcement Assistance and Marketplace Modernization Act that decriminalized certain violations related to the possession of marijuana and alcohol.

## Cooper Medical School of Rowan University (CMSRU):

Campus has no "On-Campus Student Housing"

Cooper Medical School of Rowan University (CMSRU) Year Reported	On-Campus			Non-Campus			Public Property		
	'20	'21	'22	'20	'21	'22	'20	'21	'22
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses-Rape	0	0	0	0	0	0	0	0	0
Sex Offenses-Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses-Incest	0	0	0	0	0	0	0	0	0
Sex Offenses-Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	3	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	2	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	1	0	0	0	0	0	0	0
Liquor Law - Arrests	0	0	0	0	0	0	0	0	0
Drug Law - Arrests	0	0	0	0	0	0	0	0	0
Weapons Possession - Arrest	0	0	0	0	0	0	0	0	0
Liquor Law - Referrals	0	0	0	0	0	0	0	0	0
Drug Law - Referrals	0	0	0	0	0	0	0	0	0
Weapons Possession - Referrals	0	0	0	0	0	0	0	0	0

Year Reported	Cooper Medical School of Rowan University (CMSRU) Hate Crimes
2020	None
2021	None
2022	None
Year Reported	Cooper Medical School of Rowan University (CMSRU) Unfounded Crimes
2020	None
2021	None
2022	None

Hate Crimes: A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Includes any of the previous listed crimes and any incidents of larceny/theft, simple assault, intimidation, or destruction/damage/vandalism of property.

- Bias Categories: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin and Disability

Unfounded Crimes: A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

Statistical data reported to the U.S. Department of Education and in the Annual Security Report under Domestic Violence does include roommate involved incidents, consistent with State of New Jersey law. (Until future guidance is provided by the U.S. Department of Education). "Dating Violence" is covered under the New Jersey definition of Domestic Violence and is counted as Domestic Violence for Clery Act purposes.

On 2/22/21, New Jersey passed the New Jersey Cannabis Regulatory Enforcement Assistance and Marketplace Modernization Act that decriminalized certain violations related to the possession of marijuana and alcohol.

Note: The 2021 Aggravated Assault crimes ("Non-Campus" category) occurred at the Joint Health Sciences Center (201 Broadway, Camden, NJ)

**Camden Academic Building (RUCAB):**

Campus has no "On-Campus Student Housing"

<b>Camden Academic Building (RUCAB)</b>	<b>On-Campus</b>			<b>Non-Campus</b>			<b>Public Property</b>		
Year Reported	'20	'21	'22	'20	'21	'22	'20	'21	'22
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses-Rape	0	0	0	0	0	0	0	0	0
Sex Offenses-Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses-Incest	0	0	0	0	0	0	0	0	0
Sex Offenses-Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Liquor Law - Arrests	0	0	0	0	0	0	0	0	0
Drug Law - Arrests	0	0	0	0	0	0	0	0	0
Weapons Possession - Arrest	0	0	0	0	0	0	0	0	0
Liquor Law - Referrals	0	0	0	0	0	0	0	0	0
Drug Law - Referrals	0	0	0	0	0	0	0	0	0
Weapons Possession -Referrals	0	0	0	0	0	0	0	0	0

Year Reported	<b>Camden Academic Building (RUCAB) Hate Crimes</b>
2020	None
2021	None
2022	None
Year Reported	<b>Camden Academic Building (RUCAB) Unfounded Crimes</b>
2020	None
2021	None
2022	None

**Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Includes any of the previous listed crimes and any incidents of larceny/theft, simple assault, intimidation, or destruction/damage/vandalism of property.

- Bias Categories: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin and Disability

**Unfounded Crimes:** A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

Statistical data reported to the U.S. Department of Education and in the Annual Security Report under Domestic Violence does include roommate involved incidents, consistent with State of New Jersey law. (Until future guidance is provided by the U.S. Department of Education). "Dating Violence" is covered under the New Jersey definition of Domestic Violence and is counted as Domestic Violence for Clery Act purposes.

On 2/22/21, New Jersey passed the New Jersey Cannabis Regulatory Enforcement Assistance and Marketplace Modernization Act that decriminalized certain violations related to the possession of marijuana and alcohol.

## Rowan-Virtua School of Osteopathic Medicine - Stratford (Rowan-Virtua SOM-Stratford):

Campus has no "On-Campus Residential Housing"

Rowan-Virtua School of Osteopathic Medicine - Stratford (Rowan-Virtua SOM-Stratford)	On-Campus			Non-Campus			Public Property		
Year Reported	'20	'21	'22	'20	'21	'22	'20	'21	'22
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses-Rape	0	0	0	0	0	0	0	0	0
Sex Offenses-Fondling	1	0	0	0	0	0	0	0	0
Sex Offenses-Incest	0	0	0	0	0	0	0	0	0
Sex Offenses-Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	1	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	1	0	0	0	1	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	1	0	1	0	0	0	0
Liquor Law - Arrests	0	0	0	0	0	0	0	0	0
Drug Law - Arrests	0	0	0	0	0	0	5	0	2
Weapons Possession - Arrest	0	0	0	0	0	0	0	0	0
Liquor Law - Referrals	0	0	0	0	0	0	0	0	0
Drug Law - Referrals	0	0	0	0	0	0	0	0	0
Weapons Possession - Referrals	0	0	0	0	0	0	0	0	0

Year Reported	Rowan-Virtua School of Osteopathic Medicine - Stratford (Rowan-Virtua SOM-Stratford) Hate Crimes
2020	None
2021	None
2022	None
Year Reported	Rowan-Virtua School of Osteopathic Medicine - Stratford (Rowan-Virtua SOM-Stratford) Unfounded Crimes
2020	None
2021	None
2022	None

Hate Crimes: A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Includes any of the previous listed crimes and any incidents of larceny/theft, simple assault, intimidation, or destruction/damage/vandalism of property.

- Bias Categories: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin and Disability

Unfounded Crimes: A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

Statistical data reported to the U.S. Department of Education and in the Annual Security Report under Domestic Violence does include roommate involved incidents, consistent with State of New Jersey law. (Until future guidance is provided by the U.S. Department of Education). "Dating Violence" is covered under the New Jersey definition of Domestic Violence and is counted as Domestic Violence for Clery Act purposes.

On 2/22/21, New Jersey passed the New Jersey Cannabis Regulatory Enforcement Assistance and Marketplace Modernization Act that decriminalized certain violations related to the possession of marijuana and alcohol.



### Rowan University at (Rowan College at Burlington County):

Campus has no “On-Campus Residential Housing”.

Rowan University at Rowan College at Burlington County	On-Campus			Non-Campus			Public Property		
Year Reported	'20	'21	'22	'20	'21	'22	'20	'21	'22
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses-Rape	0	0	0	0	0	0	0	0	0
Sex Offenses-Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses-Incest	0	0	0	0	0	0	0	0	0
Sex Offenses-Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Liquor Law - Arrests	0	0	0	0	0	0	0	0	0
Drug Law - Arrests	0	0	0	0	0	0	0	0	0
Weapons Possession - Arrest	0	0	0	0	0	0	0	0	0
Liquor Law - Referrals	0	0	0	0	0	0	0	0	0
Drug Law - Referrals	0	0	0	0	0	0	0	0	0
Weapons Possession -Referrals	0	0	0	0	0	0	0	0	0

Year Reported	Rowan University at Rowan College at Burlington County Hate Crimes
2020	None
2021	None
2022	None
Year Reported	Rowan University at Rowan College at Burlington County Unfounded Crimes
2020	None
2021	None
2022	None

**Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Includes any of the previous listed crimes and any incidents of larceny/theft, simple assault, intimidation, or destruction/damage/vandalism of property.

Which manifests evidence that the victim was intentionally selected because of the perpetrator’s bias.

- Bias Categories: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin and Disability

**Unfounded Crimes:** A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

Statistical data reported to the U.S. Department of Education and in the Annual Security Report under Domestic Violence does include roommate involved incidents, consistent with State of New Jersey law. (Until future guidance is provided by the U.S. Department of Education). “Dating Violence” is covered under the New Jersey definition of Domestic Violence and is counted as Domestic Violence for Clery Act purposes. On 2/22/21, New Jersey passed the New Jersey Cannabis Regulatory Enforcement Assistance and Marketplace Modernization Act that decriminalized certain violations related to the possession of marijuana and alcohol.

Rowan University at Rowan College at Burlington County for reporting purposes is designated as a “separate campus” for Clery reporting purposes. Statistics presented fall under the reporting criteria based on the Clery Act for Rowan University. For information on Rowan College at Burlington County please see the RCBC Annual Security Report and statistics as outlined in the “Information about Rowan’s Operations at County Colleges” section.

**Rowan University at Rowan College South Jersey-Gloucester:**  
Campus has no "On-Campus Residential Housing"

<b>Rowan University at Rowan College South Jersey-Gloucester</b>	<b>On-Campus</b>			<b>Non-Campus</b>			<b>Public Property</b>		
Year Reported	'20	'21	'22	'20	'21	'22	'20	'21	'22
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses-Rape	0	0	0	0	0	0	0	0	0
Sex Offenses-Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses-Incest	0	0	0	0	0	0	0	0	0
Sex Offenses-Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Liquor Law - Arrests	0	0	0	0	0	0	0	0	0
Drug Law - Arrests	0	0	0	0	0	0	0	0	0
Weapons Possession - Arrest	0	0	0	0	0	0	0	0	0
Liquor Law - Referrals	0	0	0	0	0	0	0	0	0
Drug Law - Referrals	0	0	0	0	0	0	0	0	0
Weapons Possession -Referrals	0	0	0	0	0	0	0	0	0

Year Reported	<b>Rowan University at Rowan College at South Jersey-Gloucester Hate Crimes</b>
2020	None
2021	None
2022	None
Year Reported	<b>Rowan University at Rowan College at South Jersey-Gloucester Unfounded Crimes</b>
2020	None
2021	None
2022	None

**Hate Crimes:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Includes any of the previous listed crimes and any incidents of larceny/theft, simple assault, intimidation, or destruction/damage/vandalism of property.

Which manifests evidence that the victim was intentionally selected because of the perpetrator's bias.

- Bias Categories: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin and Disability

**Unfounded Crimes:** A crime is considered unfounded for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

Statistical data reported to the U.S. Department of Education and in the Annual Security Report under Domestic Violence does include roommate involved incidents, consistent with State of New Jersey law. (Until future guidance is provided by the U.S. Department of Education). "Dating Violence" is covered under the New Jersey definition of Domestic Violence and is counted as Domestic Violence for Clery Act purposes.

On 2/22/21, New Jersey passed the New Jersey Cannabis Regulatory Enforcement Assistance and Marketplace Modernization Act that decriminalized certain violations related to the possession of marijuana and alcohol.

Rowan College South Jersey-Gloucester for reporting purposes is designated as a “separate campus” for Clery reporting purposes. Statistics presented fall under the reporting criteria based on the Clery Act for Rowan University. For information on Rowan College South Jersey-Gloucester please see the RCSJ Annual Security Report and statistics as outlined in the “Information about Rowan’s Operations at County Colleges” section.

### **Rowan Emergency Medical Services (EMS)**

EMS-Glassboro and West Campuses: Rowan University Emergency Medical Services (EMS) is a student-run organization chartered under the Student Government Association, providing emergency medical response; 24/7 to the Rowan University campus and surrounding community. Rowan University EMS has been providing emergency services since 1978 and is one of the longest serving collegiate EMS squads in New Jersey. EMS operates two New Jersey licensed BLS ambulances, three first responder vehicles, and two bicycle response teams; staffed by approximately 80 members. <https://sites.rowan.edu/wellness/ems/index.html>

Rowan University is recognized as a Heart Safe Campus and Rowan EMS (RUEMS) in 2019 was awarded the Gold Tier recognition from the National Collegiate Emergency Medical Services Foundation as an EMS Ready Campus. The first collegiate EMS organizations in the country to receive this distinction. <https://www.ncemsf.org/>

Rowan University EMS is funded primarily by the Rowan University Student Government Association (SGA) and is a division of Student Health. EMS is in Winans Hall, on the Glassboro Campus, under the Student Health Center and operates 2 full transport Basic Life Support (BLS) Ambulances under Cooper University Medical Center Medical Direction; along with 3 first responders.

Contact:

In an emergency: 856-256-4911 or Call 911

General questions: [ems@rowan.edu](mailto:ems@rowan.edu) Rowan EMS information see: <https://sites.rowan.edu/wellness/ems/>

To schedule transportation to an appointment: Please fill out this form: <https://forms.gle/jUvdPVPoQXxgBRio9>. Any additional transport questions, please email [emstransports@rowan.edu](mailto:emstransports@rowan.edu) at least 24 hours in advance. All transports are on a first come, first served basis. The requestor will be contacted with any concerns once the request has been processed.

#### For EMS – Other Campuses

Camden County Campuses (CMSRU, Camden Campus (RUCAB), or Rowan-Virtua SOM-Stratford Call 911 or (856) 783-4808.

Gloucester County Campus (Rowan-Virtua SOM-Sewell) Call 911 or (856) 307-7120.

### **Rowan Counseling and Psychological Services**

Overview: Counseling & Psychological Services at Rowan University provides quality counseling for a variety of concerns to promote the psychological well-being and personal growth of a diverse student body. The CPS staff offers its services to faculty, staff, and students regarding a wide range of mental health issues impacting the campus community. The staff provides confidential personal counseling and other psychological services free of charge to currently enrolled Rowan University students. The primary goal of CPS is to help students develop the necessary skills to overcome problems and experience personal growth to make the most of the educational opportunities at the university. Guides to help a student facing difficulty:

- Faculty and Staff: <https://sites.rowan.edu/wellness/docs/cps-emergency-guide-faculty-staff.pdf>
- Student: <https://sites.rowan.edu/wellness/docs/cps-emergency-guide-students.pdf>

If counseling assistance is needed at Rowan. For information about *Initial Consultations*:  
<https://sites.rowan.edu/wellness/counseling/first-appointment-mobile-self-check-in.html#:~:text=Call%20856%2D256%2D4333%2C,to%20schedule%20an%20Initial%20Consultation.>

#### Location:

Wellness Center  
 Winans Hall, 201 Mullica Hill Rd. Glassboro, NJ 08028  
 Phone: (856) 256-4333  
 Counseling Center (*Satellite Office*): 302 Victoria St., Glassboro, NJ

#### Emergencies During Office Hours:

Monday: 8:00 am - 1:00 pm | 2:00 pm - 6:00 pm  
 Tuesday: 8:00 am - 6:00 pm  
 Wednesday: 8:00 am - 6:00 pm  
 Thursday: 8:00 am - 6:00 pm  
 Friday: 8:00 am - 4:00 pm  
 Saturday & Sunday: *Closed (for emergencies see numbers below)*

#### Emergencies during Office Hours:

Visit the Wellness Center and ask to speak with someone immediately. For mental health crisis call (856) 256-4333

#### After Hours Emergencies:

For any emergency call Public Safety at (856) 256-4911  
 For mental health crisis, either call Public Safety at (856) 256-4911 OR call (856) 256-4333 and press the number 3.  
*Ask to speak to the counselor on call.*

**How are you feeling?** Online screenings can help individuals recognize issues regarding mental health disorders and substance abuse problems by identifying thoughts, feelings and concerns when deciding to seek support or not. Online screening: <https://www.helpyourselfhelpothers.org/>

Rowan has established a Community Partnership with the following local mental health providers. This partnership enhances understanding of Rowan students' specific needs and creates easier access to services if students seek services with these providers:

Inspira Behavioral Wellness Center  
 200 Rowan Boulevard  
 Glassboro, NJ 08028  
 1-800-INSPIRA

Acenda  
 42 Delsea Drive  
 Glassboro, NJ 08029  
 1-844.422.3632 number is the portal and x9500 goes directly to Access.

The Artemis Center for Guidance, LLC  
 409 N. Main St, Glassboro, NJ 08028 (main office and preferred mailing address)  
 342 Egg Harbor Road, Suite B, Sewell, NJ 08080 (satellite office)

856.589.3420 (o) | 856.345.2820 (f)  
Oaks Integrated Care  
19 E. Ormond St.  
Cherry Hill, NJ 08034  
(856) 428-1300

Additional Information on Counseling and Psychological Services at these campuses:

**Cooper Medical School of Rowan University (CMSRU):**

- CMSRU has partnered with STUDENT ASSISTANCE PROGRAM. The services the Student Assistance Program provides to students include Confidential Assistance to Students & Family Members with personal, interpersonal, and school performance problems, Assistance with Alcohol/Drug Abuse Problems, Consultation to Academic Advisement/Faculty, Mediation, Coaching, Critical Incident, Stress Management Services, Community Resource Referrals which include Free Legal Consultation (one per year). The Student Assistance Program also provides Student Orientation and USMLE Support Sessions. CMSRU provides medical students with primary healthcare services to all CMSRU-registered students in a confidential, professional, and sensitive manner. Student Health Services are provided on site at the Student Health Center, Cooper University Hospital, Three Cooper Plaza, Camden, NJ.

A Student Health Center Physician oversees all health services offered to students. A student may also designate the Student Health Center Physician as his/her primary care provider. Physicians at the Center are available for scheduled appointments and for urgent care, 8:30 am-4:30 pm weekdays. Students with emergency and after-hours medical needs will be seen in Cooper University Hospital's Emergency Department, One Cooper Plaza, Camden, NJ.

**Rowan University Camden Academic Building (RUCAB):**

Wellness Center staff provides or coordinates clinical care to all undergraduate and graduate students. Additional wellness resources are scheduled in conjunction with the Camden Campus.

**Rowan-Virtua School of Osteopathic Medicine (Rowan-Virtua SOM):**

The Office of Student Affairs provides administrative support for the student health program and communicate information about student health requirements and the school's health insurance program. Staff also provide advice for potential exposure to blood borne pathogens, including needle stick injuries and blood-borne exposures. The University Behavioral HealthCare's Student Wellness Program (SWP) provides free, short-term counseling services for Rowan-Virtua SOM students and members of their household.

If you or someone you know is thinking about suicide, you may use these resources or call 911 visit your nearest emergency room or call the National Suicide Hotline: #988 988lifeline.org

## **Annual Fire Safety Report and Statistics**

The Higher Education Opportunity Act (HEOA) requires fire safety-related requirements by institutions that participate in federal student financial aid programs:

Annual Fire Safety Report: Institutions with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards. Rowan University complies with this regulation by including all fire-related incidents at on-campus student housing facilities as part of the Annual Security and Fire Safety Report. Information contained in this annual fire safety combined report includes: the number and cause of fires at all on-campus buildings which include all student housing facilities; number of fire-related deaths; related injuries; value of fire-related property damage; information on evacuation procedures; fire safety education and training programs; fire safety systems in each student housing facility; number of regular mandatory supervised fire drills; and policies on portable electrical appliance, smoking and open flames. The Annual Fire Safety Report must include the prior

three (3) years of data. The University must submit the fire statistics from the fire safety report annually to U.S. Department of Education.

**Fire Log:** Institutions must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities. Rowan University complies with this rule by including all fire-related incidents in the Daily Fire Log. To view this information please visit the DPS website for daily crime and fire-related incidents at: <https://sites.rowan.edu/publicsafety/clery/crimeandfire/index.html>

To Report a Fire: Call 911

**Non-Emergency Fire Safety** falls under Environmental Health & Safety (EHS): (856) 256-5105  
<https://sites.rowan.edu/facilities/Departments/Operations/EHS/index.html>

Under the authority of the New Jersey Division of Fire Safety, the Rowan University Fire Safety Office (a division of the Environmental Health and Safety Office) is charged with the responsibility of enforcing the provisions of the International Fire Code, New Jersey Edition, and is the authority having jurisdiction with respect to fire safety regulations, policies, and procedures. The Fire Safety Office is staffed with dedicated fire safety professionals who regularly inspect all University premises to assure compliance with fire safety regulations, test fire protection systems and equipment, and conduct employee training programs to familiarize staff with fire hazards and procedures to be followed in an emergency. Furthermore, employees are apprised of the fire hazards of the materials and processes with which they work during state-mandated Right-to-know training. Rowan University buildings are equipped with fire extinguishers in accordance with the requirements of the construction and/or fire safety codes. Employees are not expected to utilize these devices, nor are they trained in their use due to the danger to their personal safety, which would result from attempting to extinguish a fire. Many buildings are protected by automatic sprinkler systems. All major buildings are equipped with automatic fire detection and alarm systems, which are constantly, monitored by a private company and reported to the Department of Public Safety Communications Center. Special hazards, such as chemical storage, high voltage electrical, cooking, spray painting and computer installations are protected by fixed suppression systems in addition to the previously mentioned types of built-in protection. There are no fire hoses for building occupant use located in any University building; only fire hose connections for fire department use exist.

All fire protection systems are inspected at the frequencies required by the International Fire Code, New Jersey Edition. These include automatic sprinkler systems, standpipe systems, fixed suppression systems, fire alarm systems, emergency power generators, fire pumps, fire extinguishers and fire hydrants. All residential buildings are equipped with fire sprinkler systems.

Fire safety inspections generate formal, written Notices of Violation, which are issued to the individual responsible for the correction of an observed fire hazard. Re-inspections are established and are conducted. There is a process that is followed for granting extensions of time for hazard abatement, as well as handling uncorrected cited hazards. The Fire Safety Office is empowered, by New Jersey Regulation, to order the abatement of cited fire hazards, to assess penalties for non-compliance, and to issue punitive closing notices and vacate buildings where uncorrected hazards exist. For further information regarding fire safety, to request assistance in developing office fire safety plans, or to schedule a fire safety training session contact the Fire Safety Office at (856) 256-5105. See also Emergency Preparedness site: <https://sites.rowan.edu/facilities/Departments/Operations/EHS/fire-safety/>

**Health and Safety Inspections:** Residential Learning and University Housing staff performs inspections throughout university housing facilities each semester. Residents are notified beforehand of the inspection process. The inspections are conducted to identify safety violations as well as conditions, which may be detrimental to the health or well-being of the University community. Violations of published policies may result in administrative fines or be referred to the Office of Community Standards for disciplinary action as appropriate.



These inspections include a visual examination of electrical cords, placement of televisions and other electronic equipment. In addition, each room is examined for the presence of prohibited items such as candles, halogen lamps, unauthorized cooking appliances, pets, etc. Rooms are also examined for prohibited activity such as removal of door closers, unauthorized door locking or alarm mechanisms, removal of security screens or other equipment, tampering with fire or life safety equipment, etc. This inspection also includes a general assessment of cleanliness of the room, including food and waste storage.

#### Fire Definitions (for reporting purposes):

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 manner.

Cause of Fire is defined as the factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

#### Classifications of Fire: Unintentional and Intentional.

- Unintentional Fire: A fire that does not involve an intentional human act to ignite or spread into an area where the fire should not be.

##### Examples:

- Cooking: Grease fire on stove top, oven, or microwave
- Smoking Materials: Discarded lit cigarette butt.
- Open Flames: Candles
- Electrical: Electrical arcing, overheated electrical motor
- Heating Equipment: Heating stoves, space heaters, fireplaces, furnaces, water heaters
- Hazardous Products: Spontaneous combustion; chemical reaction
- Machinery/Industrial: Heat from friction (e.g., fan belts); cutting and welding.
- Natural: Fires that result from a natural phenomenon, i.e., tornadoes, lighting, and earthquakes
- Other: Fireworks (including sparklers), paper caps, party poppers and firecrackers, sunlight magnified through glass or bottle), fire that start in a building that is not an on-campus student housing facility and spread to an on-campus student housing facility.

- Intentional Fire: A fire that is ignited; or that results from the deliberate action, in circumstances where the person knows there should not be a fire.

##### Examples:

- Fire in a dorm restroom has been investigated by fire authorities and determined to be Arson. Perpetrator used matches to ignite paper towels.

- Undetermined Fire: A fire nature which cannot be determined.

##### Examples:

- Investigators cannot determine whether a couch was smoldering because someone accidentally dropped a lighted cigarette behind a cushion, or because someone intentionally set it on fire.

Fire-related Injury is defined as any instance in which a person is injured because of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, employees, visitors, firefighters, or any other individuals.

Fire-related Death is defined as any instance in which a person is killed because of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or dies within one year of injuries sustained because of the fire.

Value of property damage is defined as the estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

Estimated U.S. Dollar Loss Related to Fire Incidents: Estimated total U.S. dollar loss of both contents and structure or property destroyed because of a fire incident, not loss of business.

Fire Safety System is defined as any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

Fire Drill is defined as a supervised practice of a mandatory evacuation of a building for a fire.

#### Other Fire Safety Information:

Evacuation Procedures Posted: When a fire alarm is activated, evacuation is mandatory. Do not use elevators; evacuate the building using the nearest available exit and proceed to the pre-designated area to begin an accountability and assessment process. *Further explained in following sections of this report.*

Fire Alarms Monitored: Fire alarms are monitored 24 hours a day, seven days a week, 52 weeks a year for the Public Safety Department by an off-site central station company, that notifies public safety of alarm activations.

Fire Safety Training Programs Delivered: Conducted annually and planned for 2023-2024, fire prevention and safety training programs are delivered by the University's Fire Safety Office or other responsible persons of authority within the University to occupants of residence halls, concerning fire prevention and preparedness consists of procedures to use a fire extinguisher and evacuations procedures of residences halls. University Facilities Operations through its Code Compliance office provides this Fire Safety training during the year as requested by any student, staff, or organization. The fire extinguisher program is explained as follows:

#### Program:

- The Program that is offered is one of hands-on training with a LED Training Module Laser Driven Fire Extinguisher.
- Also, there is the capability to train with a live burn pan and pressurized water fire extinguisher.
- Clearly identifies the circumstances that would prompt the use of a fire extinguisher rather than directly exiting the building.

#### Training:

- The size of the group will determine the length of the program.
- The program will cover the different types of fires that may be encountered on campus.
- Demonstrator will show the correct way to sweep a fire with a fire extinguisher.
- Identify which type of extinguisher to use for the category of fire you are dealing with.
- The program will emphasize that personal safety is the priority, and one never picks up a fire extinguisher without first identifying a clear path of egress, so when in doubt exit the building.

For the Fall 2023 term, Community Assistants were provided annual refresher training of fire safety procedures during training. This training included fire safety protocols, expectations, prohibited items and other safety concerns, including proper building egress for emergencies. Resident Students receive information about fire safety prevention practices in their check-in packet, and fire safety information is addressed by Community Assistant at hall meetings orienting students to the housing facilities upon check-in. Information about fire safety policies and items that are prohibited due to fire hazards, including candles, open flames, and extension cords, is discussed. Posters about fire safety and prohibited items are displayed in every residence hall. Residents in apartments with kitchen facilities also receive flyers with detailed information about safe cooking and fire prevention practices. Residential Learning and University Housing

also collaborates with other offices and outside agencies to provide a wide variety of programs annually. The Community Safety Assistants schedule regular safety programming for resident students, including fire safety programs annually.

**Buildings Equipped with Fire Alarm Systems and Smoke Detectors:** Buildings have functional fire alarm systems and smoke detectors installed. Please note that all residence halls are equipped with a functional fire sprinkler and fire alarm systems. **Buildings Protected with Automatic Sprinkler System Throughout:** Indicates an automatic sprinkler system protects all areas of a building. Note: All residence halls are equipped with sprinkler systems throughout.

**Emergency Evacuation Drills (formerly known as Fire Drills):** The number of supervised scheduled drills at university buildings and campus residence halls are facilitated and certified by Environmental Health & Safety, for the New Jersey Division of Fire Safety in cooperation with assigned University building personnel. Drills are conducted throughout the year to familiarize students, faculty and staff with emergency procedures and individual roles. Fall 2023 drills are currently being scheduled with the staff from the Residential Learning and University Housing Department.

**Fire Emergency Response Plan:** In general, please follow the below instructions, more specific instructions for Student Residential Housing are outlined in that section. You can also see the "Fire Safety" sections in the Emergency Preparedness site: <https://sites.rowan.edu/publicsafety/emergencyservices/officeofemergency/fire/firerresponse.html>

**What to do when a Smoke or Fire Alarm Sounds:**

- Proceed to the nearest exit. Do not use the elevators.
  - Take your keys and university identification with you.
  - If the weather is cold, take a coat or jacket with you. If you are in class, take your books and personal belongings (i.e., backpack books, etc.).
  - If smoke is present at or near your eye level, keep low or as close to the floor as possible.
- Leave the building immediately! Evacuation of all University buildings during a fire alarm is always mandatory.
  - Move well away from the building. Meet at a predetermined/designated building assembly area.
  - Do not re-enter the building until a uniformed member of Public Safety has given an "all clear" to re-enter.

**What to do when Smoke or Fire is seen:**

- Initiate a fire alarm by activating the nearest fire alarm pull station. These are generally located by exit doors, at the ends of a hallway, entrances into stairwells, or by doors leading directly to the outside. Evacuation of all University buildings during a fire alarm is always mandatory.
- Reporting smoke or fire: Call 911 and give them the following information:
  - Your name, complete telephone number, and campus location where you are located.
  - The location of the emergency (e.g., Rowan Hall room #225, etc.)
  - A description of the situation (e.g., smell of smoke, open flames, etc.)
  - If possible, tell them what is burning or on fire (e.g., wastebasket, stove, etc.)
  - Hang up only after the Emergency Operator has done so or told you to.
- Proceed to the nearest Exit. Do not use the elevators. If smoke is present at or near your eye level, keep as low or as close to the floor as possible.
- When leaving a room or entering a stairwell, feel the doorknob, handle, or touch the door with the back of your hand. If it is too hot to touch do not, open the door. If the door is not hot, brace yourself and open the door slightly. If intense heat or smoke is present, do not open the door any further, close the door and stay inside the room. If you are unable to evacuate your room, seal the bottom edge of the door with clothing, towels, bedding, etc. (wet if possible). Hang a white or light-colored object (e.g., towel, sheet, shirt, etc.) out of the window to attract attention. Follow any instructions given to you by the emergency personnel.
- Once you evacuate a building and do not re-enter until a uniformed member of Public Safety has given an "all clear".

### Reporting a Fire- For inclusion in the Fire Statistics:

Report all fires of any type, even if extinguished (not in progress), to Rowan University Public Safety. It is Residential Learning and University Housing's protocol to report all fires RLUH learns of, even if extinguished, to Public Safety for investigation. Note: Per federal law, Rowan University is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Therefore, if you encounter a live fire in one of these facilities, you should immediately get to a safe place, then Call 911. Once the emergency has passed, you should notify Rowan University Public Safety to investigate and document the incident for disclosure in the University's annual fire statistics. If a member of the Rowan University community finds evidence of a fire that has been extinguished, and the person is not sure whether Rowan University Public Safety has already responded, the community member should immediately notify Rowan University Public Safety at (856) 256-4922 to investigate and document the incident for disclosure in the University's annual fire statistics.

Student Residential Housing Evacuation Procedures in Case of a Fire: This is mandatory! Procedures are the same in all residential housing.

- If you hear the fire alarm immediately evacuate the building using the nearest available exit. Do not attempt to fight a fire unless you have been trained to do so.
- Awaken any sleeping roommate or suitemates. Prepare to evacuate by putting on shoes and coat if necessary. Feel the doorknob and the door. If they are hot, do not open the door. If they are cool, open slowly, if heat or heavy smoke rushes in, close the door immediately and remain inside.
- When leaving your room, be sure to take your key or ID card in card access equipped buildings in case it is necessary to return to the room should conditions in the corridor deteriorate. Make sure to close the door tightly when evacuating.
- Residential Learning and University Housing staff members who are present on their floors should facilitate the evacuation of their floor/section if possible. When the alarm sounds shout (Example: there is an emergency in the building leave by the nearest exit) and knock on doors as they make their way to the nearest exit and out of the building.
- When exiting in smoky conditions keep your hand on the wall and crawl to the nearest exit. Always know more than one path out of your location and the number of doors between your room and the exit.
- Do not use elevators. Elevator shafts may fill with smoke, or the power may fail, leaving you trapped. Elevators have features that recall and deactivate the elevator during an alarm. Standing and waiting for an elevator wastes valuable time.
- Each resident should report to their assigned assembly area. Residential Learning and University Housing staff should report to their assigned assembly area and make sure that students have cleared the building. Conduct a head count and do not allow re-entry into the building until directed to do so by emergency personnel.

Note: Evacuations procedures are the same for every residential housing facility. The evacuation gathering points differ. For evacuation reference, please follow the Assembly Areas that have been designated for each building: <https://sites.rowan.edu/publicsafety/docs/2018-2019buildingassemblyareas.pdf>.

### Plan for Future Improvements to Fire Safety:

The Fire Safety Office welcomed the addition of a new temporary, part-time Fire Safety Technician. The newest team member comes to the University with over 10 years of fire service experience, both as a volunteer and career firefighter. This position is responsible for assisting with all aspects of fire safety here at the University, from fire alarm/fire suppression system repairs and inspections to coordinating repairs identified during inspections with the State Fire Inspector. In addition, this position has specifically completed two significant projects. The first involved securing all sprinkler system valves as required by the University's insurance provider. The second involved mapping and cataloging all the location and types of portable fire extinguishers on campus.

The Fire Safety Office also continued to inspect and maintain the fire safety systems, as per the New Jersey Fire Code. The main fire alarm panel at the West Campus building was recently replaced with a new, state of the art model and several others should be updated over the next year.

The Fire Safety Office continued working with the University Design and Construction Office to help plan, update and assist with the installation of new fire protection systems in ongoing or planned campus projects. One of the biggest projects the office assisted with was with the Student Center Addition project. Over the course of almost a week last Winter Break, members of the Fire Safety Team coordinated the maintaining of emergency generators and fire alarm systems during a complete electrical shut-down to three buildings simultaneously. Fire Safety Team members have also been busy assisting with numerous ongoing projects, such as the bathroom upgrades in Mullica/Evergreen Halls, the exterior and roof upgrades at Rowan Hall and the Wi-Fi/security upgrades occurring in all on-campus residence halls. Going forward, the Fire Safety Office will continue to assist with future projects, such as the new School of Veterinary Medicine and the renovation of the recently acquired former Glassboro Intermediate School.

One of the biggest goals for the upcoming year is to increase the Fire Safety Office's social media presence. This will hopefully allow expanding the message of fire safety to the entire campus community, including the growing base of students living in off-campus housing and commuter students.

#### Fire and Safety Policies for On-Campus Student Housing Facilities:

The following published policies relate specifically to safety in University residential housing facilities:

**Prohibited Items:** *Student Life, Residential Learning and University Housing Policy, SL: 2016:19, rev. 10-24-22.*

Certain items are prohibited in university housing because they may create an overload of a utility service, are dangerous, illegal, or otherwise prohibited by university policy, laws or applicable fire codes. Students may not possess these items in any University residence hall or apartment. Violations of the Prohibited Items provision of this policy will be subject to the following administrative actions:

First violation-Confiscation of the prohibited item when practical, and an administrative warning.

Second and future violations-Confiscation of the prohibited item when practical and referral to the disciplinary process.

Repeated violations may result in loss of housing privileges, as determined by the disciplinary process.

For safety reasons, the following items are prohibited in university housing:

- Air conditioners of any kind.
- Portable electrical appliances with an exposed heating element or coil (e.g., coffee makers with hot plates, toasters, panini grills). These appliances are permitted in apartment kitchens only. Coffee/drink makers with an internal heating element are permitted in all housing areas.
- Ammunition.
- Extension cords or multi-plug adapters that lack a built-in surge protector/breaker. Power strips with built in surge protection are permissible. However, power strips, even with surge protectors, cannot be strung together or plugged into one another.
- Halogen lamps, or oil lamps and decorative string lights except in accordance with the string lights policy.
- Incense or incense paraphernalia.
- Candles or open flames of any kind.
- Curtains, wall tapestries, flags, or other wall hangings unless they are made from fabrics that are compliant with NFPA 701 flammability standard. Compliance may be established by a label on the fabric item, or by treating the fabric with an approved product. Following treatment of fabrics, students must submit an affidavit attesting to this along with the receipt for purchase of the product and the product label. The N.J. state Fire Marshal may cut and test a piece of these fabrics and students must accept this as a condition of having fabric hangings in university housing.
- Flammable or combustible liquids or gases

- Engines, engine parts, lubricants, and fuels.
- Fireworks, explosives, flammable liquids, fuels, paint thinner combustible materials, or engines
- Live trees or wreaths from live foliage.
- University, municipal or private property not authorized to be in the student's possession.
- Pets or animals including lab specimens (except fish in a tank of 10 gallons or smaller), unless required by applicable law.
- Swimming pools.
- Dart boards.
- Weapons of any kind (e.g. firearms, swords, knives other than kitchen knives).
- Paintball guns, air rifles, bb guns, sling shots, arrows and any other sporting equipment, toy or device which may cause injury or which a reasonable person may believe is a weapon.
- Illegal drugs or drug paraphernalia
- String lights, including holiday light sets, can produce excessive heat posing a fire danger if they are not properly used. Use of string lights is permitted in university housing subject to the following restrictions. Lights used in any manner that is not consistent with these restrictions will be treated as a violation of the prohibited items policy and will be subject to the fines and penalties of that policy.
  - Only LED type light bulbs are permitted. Lights with any other type of light bulb are prohibited.
  - String lights must be UL listed (approved by United Laboratories) with a tag attached to the string bearing the UL mark. This mark indicates the product has been tested and meets stringent safety standards.
  - Lights may be battery operated or powered by plugging the string into a wall outlet or power strip. However, lights must never be plugged into an extension cord or into another string light (daisy chained) to extend their length.
  - Students must physically examine the lights when setting them up and assure there are no loose bulbs, frayed or exposed wiring sections, or other defects, which could pose a hazard. Defective light sets must not be used. Use of electrical tape or other methods of repair are not permitted.
  - Lights may not be hung from fire sprinklers.
  - Lights may not be hung over doorways, across ceilings or in any hallway or corridor areas. These areas must be kept clear as a means of exit in an emergency.
  - Lights may not be hung in bathrooms or around kitchen sinks or other locations where water is present.
  - Lights may not be in contact with paper, fabric, tapestries, or other combustible materials. Lights may only be on during times when people are present in the room. When the room is unoccupied, lights must be turned off.

Detailed information about housing policies related to Fire Safety can be found online at:

<https://confluence.rowan.edu/display/POLICY/Student+Housing+Policies>

All Rowan University residential facilities are smoke free. Smoking, including the use of any e-cigarette or vaporizing device is strictly prohibited in all residential facilities.

**Fire Safety Regulations (and other safety concerns) In University Housing Facilities:** To protect the life and safety of residents and property, the following regulations and guidelines apply in all University housing facilities.

- Fire code regulations restrict the placement of any items, including furniture, within 18 inches of any sprinkler head. Sprinkler heads should never be used for hanging items (i.e., clothes hangers, streamers, etc.).
- Doors provide protection from the spread of fire and smoke and must not be propped open when no person is present in the room or when people are sleeping. When leaving a room during a fire alarm, residents are expected to close doors if it is safe to do so.
- Students who are responsible for any violation resulting in a citation by the Fire Marshal will also be held responsible for any costs resulting from that citation, including the cost of the fine itself, as well as the cost of any actions or efforts necessary to correct the violation and restore full code compliance by the University.



- Residents are required to evacuate the building immediately each time the fire alarm system sounds, 24 hours a day, 7 days a week. Disciplinary action will be taken if a student does not evacuate the building during an alarm. Each residential complex has a scheduled fire drill each semester supervised by university staff.
- The misuse of fire alarms, fire detection devices or fire extinguishers constitutes a serious offense. Any resident who misuses such equipment or devices will be subject to disciplinary action. These violations are also reported to law enforcement for investigation and possible criminal prosecution. Residents are responsible for any damage to the system they cause and will be held financially accountable.
- The use of restricted fire doors for non-emergency entry or exit is a violation and will result in disciplinary action.

**Careless Cooking:** Students are expected to exercise reasonable care when cooking in any University residence. The following guidelines apply to all cooking activities in university housing:

- In residence halls with no kitchens cooking is prohibited except for use of approved microwaves and drink makers with internal heating elements.
- Students must follow directions for safe use of any cooking appliances.
- Read directions on packaged foods that will be placed in ovens or microwaves. Follow directions regarding temperatures and cooking times.
- Remove all packaging from food products prior to placing the items in an oven or microwave.
- Cooking must be always monitored. Students must always remain present in the kitchen area or the same room as the appliance during cooking.
- Keep cooking appliances such as ovens and toasters clean and free of debris that could cause fire or smoke.
- Cook foods at appropriate temperatures for food safety and to avoid burning items and causing smoke.

Students who are negligent in the process of cooking and trigger false fire alarms may be subject to disciplinary action. Violations of the Careless Cooking provision of this policy will be subject to the following administrative actions:

First violation – An administrative warning

Second and future violations - Referral to the disciplinary process. Repeated violations may result in loss of housing privileges, as determined by the disciplinary process.

Additional Information on Fire Safety at these campuses: No Residential housing is present.

Note: Regularly scheduled fire drills take place each semester in conjunction with the Rowan University Office of Fire Safety and Rowan Facilities at these campuses.

Cooper Medical School of Rowan University (CMSRU):

Appliances: To augment the comfort of students studying in these spaces, a limited number of appliances are permitted in the assigned student Active Learning Group ALG rooms. Approved appliances include equipment that does not pose a fire hazard, is unlikely to attract insects or other pests, does not detract from the overall appearance of the room, and does not consume significant energy. Appliances shall be always maintained in a clean and sanitary state.

Prohibited and/or unsanitary appliances will be removed immediately. Approved appliances:

- Single cup coffeemakers (e.g., Keurig) that do not have a continuous heating element.
- Multiple cup coffeemakers with an auto-off feature
- Small refrigerators (must fit under the counters). Refrigerators may not be stored on countertops and may not be plugged into extension cords.

Prohibited appliances:

- Toasters/toaster ovens/microwave ovens/hot plates
- Coffee makers without an auto-off feature
- Any appliance with damaged/altered cords.

**Rowan University Camden Academic Building (RUCAB):**

Appliances: To augment the comfort of students studying in these spaces, a limited number of appliances are permitted in the assigned student activity spaces. Approved appliances include equipment that does not pose a fire hazard, is unlikely to attract insects or other pests, does not detract from the overall appearance of the room, and does not consume significant energy. Appliances shall be always maintained in a clean and sanitary state. Prohibited and/or unsanitary appliances will be removed immediately.

Prohibited appliances:

- Toasters/toaster ovens/hot plates
- Any appliance with damaged/altered cords.

**Rowan-Virtua School of Osteopathic Medicine (Rowan-Virtua SOM):**

Appliances: To augment the comfort of students studying in these spaces, a limited number of appliances are permitted in the assigned student activity spaces. Approved appliances include equipment that does not pose a fire hazard, is unlikely to attract insects or other pests, does not detract from the overall appearance of the room, and does not consume significant energy. Appliances shall be always maintained in a clean and sanitary state. Prohibited and/or unsanitary appliances will be removed immediately.

Prohibited appliances:

- Toasters/toaster ovens/hot plates
- Any appliance with damaged/altered cords.

**Non-Emergency related Fire Safety issues:** Should be reported to the Environmental Health and Safety Division, Fire Safety Office at (856) 256-5105. Further information can be found at the Environmental Health and Safety website: <https://sites.rowan.edu/facilities/Departments/Operations/EHS/index.html>

**Information Fire Reporting Statistical Tables (for Federal Reporting Purposes):**

**Overview:** The following pages contain Rowan University Fire Statistics presented for the 2023 Fire Safety Report contain statistics for reported fires in on-campus student housing facilities as required for federal reporting purposes for the reporting years of 2020, 2021 and 2022. Rowan University has on-campus student housing facilities only on the Glassboro Main Campus.

Glassboro Campus Map: <https://www.rowan.edu/home/map/about/visiting-rowan/main-glassboro-campus>

Note: On following Fire Statistics Tables: N/A on the following tables of statistics represents “Non-Applicable.”

## Statistics and Related Information Regarding Fires in Residential Facilities for 2020

(Rowan University has on-campus student housing facilities on the Glassboro Main Campus only.)

Residential Location	Street Address	Total Fires	Fire Number	Date	Time	Fire Cause	Injuries treated at Medical Facility	Deaths related to Fire	Property Damage	Case Number
Chestnut Hall	75 Chestnut Hall Dr.	1	1	2/27/2020	5:56am	Undetermined-Trash Can Fire	0	0	\$0-99	20-7467
Edgewood Park Apt. 200	200 Edgewood Dr.	1	1	2/16/2020	12:27am	Smoking Materials- Charcoal-Unintentional	0	0	\$0-99	20-6008
Edgewood Park Apt. 300	300 Edgewood Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Edgewood Park Apt. 400	400 Edgewood Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Edgewood Park Apt. 500	500 Edgewood Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Evergreen Hall	401 Whitney Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Holly Pointe Commons	15 Carpenter St.	1	1	9/9/2020	1:17am	Electrical-Hover Board-Unintentional	0	0	\$0-99	20-26227
Magnolia Hall	101 Abbots Pond Rd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mimosa Hall	100 Mimosa Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mullica Hall	331 Whitney Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 1000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 2000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 3000	100 Redmond Ave.	1	1	9/28/2020	9:49pm	Cooking- Grease fire on stove-Unintentional	0	0	\$0-99	20-28666
Rowan Blvd. 4000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 5000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 6000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 7000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 100	100 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 200	200 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 300	300 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 400	400 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 500	500 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 600	600 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 700	700 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 800	800 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 900	900 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1000	1000 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1100	1100 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1200	1200 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1300	1300 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1400	1400 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1500	1500 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1600	1600 Townhouse Dr.	1	1	1/24/2020	11:58pm	Cooking- Grease fire in pot-Unintentional	0	0	\$0-99	20-2956
Townhouse 1700	1700 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse Club.	10 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Triad	301 Mullica Hill Rd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Willow Hall	201 Abbots Pond Rd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Whitney Center	3000 Rowan Blvd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
57 N. Main St.	57 N. Main St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
220 Rowan Blvd.	220 Rowan Blvd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
114 Victoria St.	114 Victoria St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
230 Victoria St.	230 Victoria St.	1	1	2/5/2020	12:37am	Intentional-Trash Dumpster Fire-Arson	0	0	\$0-99	20-4587
260 Victoria St.	260 Victoria St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
223 W. High St.	223 W. High St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total</b>		<b>6</b>					<b>0</b>	<b>0</b>		

## Statistics and Related Information Regarding Fires in Residential Facilities for 2021

(Rowan University has on-campus student housing facilities on the Glassboro Main Campus only.)

Residential Location	Street Address	Total Fires	Fire Number	Date	Time	Fire Cause	Injuries treated at Medical Facility	Deaths related to Fire	Property Damage	Case Number
Chestnut Hall	75 Chestnut Hall Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Edgewood Park Apt. 200	200 Edgewood Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Edgewood Park Apt. 300	300 Edgewood Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Edgewood Park Apt. 400	400 Edgewood Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Edgewood Park Apt. 500	500 Edgewood Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Evergreen Hall	401 Whitney Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Holly Pointe Commons	15 Carpenter St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Magnolia Hall	101 Abbots Pond Rd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mimosa Hall	100 Mimosa Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mullica Hall	331 Whitney Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 1000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 2000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 3000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 4000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 5000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 6000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 7000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 100	100 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 200	200 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 300	300 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 400	400 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 500	500 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 600	600 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 700	700 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 800	800 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 900	900 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1000	1000 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1100	1100 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1200	1200 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1300	1300 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1400	1400 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1500	1500 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1600	1600 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1700	1700 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse Club.	10 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Triad	301 Mullica Hill Rd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Willow Hall	201 Abbots Pond Rd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Whitney Center	3000 Rowan Blvd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
57 N. Main St.	57 N. Main St.	1	1	3/3/2021	16:45	Toaster oven	0	0	\$0-99	CSA RLUH 31582
220 Rowan Blvd.	220 Rowan Blvd.	1	1	7/31/2021	3:33	Fan left on stove burned	0	0	\$0-99	21-20535
114 Victoria St.	114 Victoria St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
230 Victoria St.	230 Victoria St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
260 Victoria St.	260 Victoria St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
223 W. High St.	223 W. High St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total</b>		<b>2</b>					<b>0</b>	<b>0</b>		

## Statistics and Related Information Regarding Fires in Residential Facilities for 2022

(Rowan University has on-campus student housing facilities on the Glassboro Main Campus only.)

Residential Location	Street Address	Total Fires	Fire Number	Date	Time	Fire Cause	Injuries treated at Medical Facility	Deaths related to Fire	Property Damage	Case Number
Chestnut Hall	75 Chestnut Hall Dr.	1	1	4/13/2022	21:29	Intentional- Papers on bulletin board burned	N/A	N/A	N/A	22-011541 CSA 45790/45787
Edgewood Park Apt. 200	200 Edgewood Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Edgewood Park Apt. 300	300 Edgewood Dr.	1	1	9/21/2022	20:14	Box caught fire in bottom of oven	N/A	N/A	\$455	22-029078
Edgewood Park Apt. 400	400 Edgewood Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Edgewood Park Apt. 500	500 Edgewood Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Evergreen Hall	401 Whitney Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Holly Pointe Commons	15 Carpenter St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Magnolia Hall	101 Abbots Pond Rd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mimosa Hall	100 Mimosa Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mullica Hall	331 Whitney Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 1000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 2000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 3000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 4000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 5000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 6000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rowan Blvd. 7000	100 Redmond Ave.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 100	100 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 200	200 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 300	300 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 400	400 Townhouse Dr.	1	1	3/6/2022	23:17	Box caught fire in bottom of oven	N/A	N/A	\$0-99	22-006986
Townhouse 500	500 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 600	600 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 700	700 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 800	800 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 900	900 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1000	1000 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1100	1100 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1200	1200 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1300	1300 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1400	1400 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1500	1500 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1600	1600 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townhouse 1700	1700 Townhouse Dr.	1	1	11/21/2022	21:38	Phone charger caught fire	N/A	N/A	\$0-99	22-037242
Townhouse Club.	10 Townhouse Dr.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Triad	301 Mullica Hill Rd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Willow Hall	201 Abbots Pond Rd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Whitney Center	3000 Rowan Blvd.	1	1	4/6/2022	17:40	Food residue caught fire in bottom of oven	N/A	N/A	\$0-99	22-010552
57 N. Main St.	57 N. Main St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
220 Rowan Blvd.	220 Rowan Blvd.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
114 Victoria St.	114 Victoria St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
230 Victoria St.	230 Victoria St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
260 Victoria St.	260 Victoria St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
223 W. High St.	223 W. High St.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total</b>		<b>5</b>					<b>0</b>	<b>0</b>		

## 2023 Residential Facilities Fire Safety Systems

(Rowan University has on-campus student housing facilities on the Glassboro Main Campus only.)

Residential Location	Street Address	Fire Alarms Monitored By Private Company That Notifies Public Safety	Building Equipped with Full Sprinkler System	Building Has Fire Alarms & Smoke Detectors	Evacuation Plans Posted /Fire Safety Training Conducted	No. of Evacuation Drills Conducted in 2022	Fire Extinguisher Devices
Chestnut Hall	75 Chestnut Hall Dr.	Yes	Yes	Yes	Yes	0	Yes
Edgewood Park Apt. 200	200 Edgewood Dr.	Yes	Yes	Yes	Yes	0	Yes
Edgewood Park Apt. 300	300 Edgewood Dr.	Yes	Yes	Yes	Yes	0	Yes
Edgewood Park Apt. 400	400 Edgewood Dr.	Yes	Yes	Yes	Yes	0	Yes
Edgewood Park Apt. 500	500 Edgewood Dr.	Yes	Yes	Yes	Yes	0	Yes
Evergreen Hall	401 Whitney Ave.	Yes	Yes	Yes	Yes	0	Yes
Holly Pointe Commons	15 Carpenter St.	Yes	Yes	Yes	Yes	0	Yes
Magnolia Hall	101 Abbots Pond Rd.	Yes	Yes	Yes	Yes	0	Yes
Mimosa Hall	100 Mimosa Dr.	Yes	Yes	Yes	Yes	0	Yes
Mullica Hall	331 Whitney Ave.	Yes	Yes	Yes	Yes	0	Yes
Rowan Blvd. 1000	100 Redmond Ave.	Yes	Yes	Yes	Yes	0	Yes
Rowan Blvd. 2000	100 Redmond Ave.	Yes	Yes	Yes	Yes	0	Yes
Rowan Blvd. 3000	100 Redmond Ave.	Yes	Yes	Yes	Yes	0	Yes
Rowan Blvd. 4000	100 Redmond Ave.	Yes	Yes	Yes	Yes	0	Yes
Rowan Blvd. 5000	100 Redmond Ave.	Yes	Yes	Yes	Yes	0	Yes
Rowan Blvd. 6000	100 Redmond Ave.	Yes	Yes	Yes	Yes	0	Yes
Rowan Blvd. 7000	100 Redmond Ave.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 100	100 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 200	200 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 300	300 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 400	400 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 500	500 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 600	600 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 700	700 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 800	800 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 900	900 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 1000	1000 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 1100	1100 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 1200	1200 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 1300	1300 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 1400	1400 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 1500	1500 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 1600	1600 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse 1700	1700 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Townhouse Club.	10 Townhouse Dr.	Yes	Yes	Yes	Yes	0	Yes
Triad	301 Mullica Hill Rd.	Yes	Yes	Yes	Yes	0	Yes
Willow Hall	201 Abbots Pond Rd.	Yes	Yes	Yes	Yes	0	Yes
Whitney Center	3000 Rowan Blvd.	Yes	Yes	Yes	Yes	0	Yes
57 N. Main St.	57 N. Main St.	Yes	Yes	Yes	Yes	0	Yes
220 Rowan Blvd.	220 Rowan Blvd.	Yes	Yes	Yes	Yes	0	Yes
114 Victoria St.	114 Victoria St.	Yes	Yes	Yes	Yes	0	Yes
230 Victoria St.	230 Victoria St.	Yes	Yes	Yes	Yes	0	Yes
260 Victoria St.	260 Victoria St.	Yes	Yes	Yes	Yes	0	Yes
223 W. High St.	223 W. High St.	Yes	Yes	Yes	Yes	0	Yes
<b>Total</b>						<b>0</b>	