

A photograph of a modern university campus. In the foreground, four young men are standing and talking on a paved plaza. One man is wearing a black t-shirt with a skull graphic, another a striped shirt, and a third a plaid shirt with a backpack. In the background, there are more students walking, large green trees, and modern university buildings. A large tree in the foreground has a circular metal grate around its base.

2018

DREXEL UNIVERSITY

SECURITY & FIRE SAFETY

ANNUAL REPORT



DREXEL UNIVERSITY
Department of
Public Safety

2018 Annual Report of Campus Security and Fire Safety Policies and Procedures

January 15, 2019

Corrections to Annual Security Report

- University Alcohol and Illegal Drug Policy – website link updated
- Disclosures to Alleged Victims of Crimes of Violence of Non-forcible Sex Offenses – inadvertently omitted from report
- Megan’s Law Web Sites - inadvertently omitted from report

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MESSAGE FROM THE VICE PRESIDENT FOR PUBLIC SAFETY

On behalf of the members of the Drexel University Department of Public Safety, I want to welcome you to Drexel University, which is one of the most prestigious and vibrant universities in the nation. The Drexel University Department of Public Safety is dedicated to providing a safe and secure campus environment for its students, faculty, professional staff and visitors. All members of the Department are committed to the highest standards of professionalism in maintaining a safe and secure environment. Our core values are service, dedication, integrity, trust and a commitment to education.

We accomplish our mission by employing modern law enforcement and security strategies blended with fire prevention services, emergency preparedness and technology. We strive to focus our programs, practices and interactions on the needs of our diverse community, and work to be continually responsive to them. Vital and important components of our holistic public safety program are the relationships and partnerships we enjoy with the City of Philadelphia and various other organizations and law enforcement agencies that make up the University community.

We encourage all members of the Drexel University community to take an active role in assisting the Department of Public Safety by embracing and practicing the philosophy that “safety and security is a shared responsibility”. By working together, we can provide a safer environment in which to excel academically and professionally while improving the quality of life at Drexel University.

To learn more about the Department of Public Safety, please visit our website at drexel.edu/publicsafety or visit us at 3201 Arch Street, Suite 350. You are also welcome to email us at dps@drexel.edu.

Eileen W. Behr
Vice President for Public Safety

THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT

The [Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act](#), also known as the Clery Act, is a federal law that requires all colleges and universities to disclose certain timely and annual information about campus crime and security policies.

All public and private institutions of postsecondary education participating in federal student aid programs are subject to this Act. The U.S. Department of Education is the agency charged with enforcement of the Act and is where complaints of alleged violations can be made.

The [Handbook for Campus Crime Reporting \[PDF\]](#) assists universities and colleges in meeting the regulatory requirements of the Clery Act. The handbook covers such topics as Classifying and Defining Clery Crimes, Timely Warnings, the Daily Crime Log, and Annual Disclosure Requirements.

Preparation of Annual Security Report

Colleges and universities are required to publish an annual security report (ASR) by October 1 that contains the previous three (3) years' campus crime statistics, fire safety statistics and certain security policy statements, including sexual assault policies, which assure basic victims' rights and explain where students should go to report crimes. The report is made available to all current students and employees, while prospective students and employees are to be notified of its existence and afforded an opportunity to request a copy. Colleges and universities can comply using the Internet as long as the required recipients are notified and provided the exact Internet address where the report can be accessed. Printed copies are available upon request. A copy of the statistics must also be provided to the U.S. Department of Education.

The Department of Public Safety prepares the ASR with input from other departments, including the Office of Equality and Diversity and Student Life. The ASR is located online at drexel.edu/cleryreport. You may request a printed copy by e-mailing cleryact@drexel.edu or by visiting the Drexel Department of Public Safety at 3201 Arch Street, Suite 350, Philadelphia, PA, 19104.

Crime Statistics

Each college and university must disclose crime statistics for the campus area, unobstructed public areas immediately adjacent to or running through the campus, certain non-campus facilities including Greek housing, remote classrooms and University sponsored/arranged domestic and international student trips. The statistics are gathered from campus police or security, local law enforcement and [Campus Security Authorities](#).

Annually, Drexel Public Safety submits written requests to various law enforcement agencies located in the various jurisdictions where Drexel University is located.

Campus Security Authorities may report statistics by contacting the Department of Public Safety directly or by utilizing the online [Crime Statistics Report Form](#).

SECURITY OF AND ACCESS TO CAMPUS FACILITIES

Most Drexel University buildings are equipped with electronic access control devices (proximity card readers) that serve as keys allowing individuals to enter certain University buildings. Access control privileges are determined and assigned by University administrators based on specific needs and

requirements of the University and the cardholder. It is a violation of University policy to attempt to use a University ID card to enter any area for which access has not been authorized or to lend or borrow the ID card of another person. More information can be found by reviewing the Authorizing Access To Drexel University Campus Buildings Policy at drexel.edu/publicsafety/about/policies/PS-2/.

Student Housing Facilities Security at Drexel University

All University residence halls require students to use their University ID to enter their assigned building. Guests are required to show ID and follow all Drexel policies and procedures. Residents are responsible for the actions and behavior of their guests at all times.

Residence hall main entrances are staffed 24 hours per day, 365 days a year. During late night hours, building access is monitored by uniformed Public Safety security officers.

- Access to residence halls is only permitted through the main entrance.
- Reception desks are the access control point for all residence halls.
- Emergency assistance can be obtained quickly through the reception desk.
- Residents should be alert for tailgaters and propped doors.
- Residents' rooms should **always** be locked.

For more information, visit the Office of University Housing website at drexel.edu/housing.

Security Considerations Used in the Maintenance of Campus Facilities, Including Landscaping, Grounds keeping and Outdoor Lighting

University facilities and campus lighting are maintained to minimize hazardous conditions and ensure safety and security. Malfunctioning lights and other unsafe conditions are routinely reported to the Facilities Department during building inspections for repair or correction. Doors, windows, door hardware, etc. are also checked for efficient operation.

DEPARTMENT OF PUBLIC SAFETY OVERVIEW

The Drexel University Department of Public Safety is a comprehensive public safety organization. The Department's mission is: *"To enrich the quality of life of our community by providing a safe and secure environment based upon effective relationships and excellence in service."* The Department accomplishes this mission by integrating the best practices of modern public and private security, law enforcement, fire safety, emergency preparedness and technology. The Department provides many safety and security services, safety awareness training and administers many community oriented programs.

Drexel University's University City, Center City and Queen Lane campuses are situated in an urban environment. Keeping this in mind, consideration in any new construction or renovation planning includes lighting, video surveillance, electronic security systems and environmental design techniques to provide the highest level of safety for our students, faculty and professional staff.

The Department of Public Safety maintains a close working relationship with local/state/federal law enforcement agencies, local businesses and academic institutions.

Responsibility for Campus Security

The Drexel University Department of Public Safety is responsible for providing security on Drexel's three Philadelphia campuses. To meet this responsibility, the department collaborates with a host of

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governmental and private public safety organizations along with departments within the University to address safety and security concerns.

The Drexel University Department of Public Safety is made up of six (6) operating units that report to the Vice President for Public Safety. They are: Police, Security, Operations, Fire & Emergency Services, Training & Accreditation, and Finance & Administration. All Public Safety employees receive a variety of specialized and continuous training including First Aid, Cardio Pulmonary Resuscitation (CPR) and Automated External Defibrillator (AED).

Drexel University Police Department

The Drexel University Police Department (DUPD) is composed of 40 armed, full-time, sworn municipal police officers who are empowered to enforce Federal and Commonwealth of Pennsylvania laws as well as City of Philadelphia Ordinances at the University's three Philadelphia campuses (University City, Center City and Queen Lane).

Officers conduct vehicle, bicycle and foot patrols and regularly meet and consult with students, faculty and professional staff regarding crime prevention and safety issues, and share tactical, strategic and investigative information with other law enforcement agencies.

DUPD Detectives are responsible for investigating crimes, complaints and incidents that occur on campus property or within the University's patrol boundaries.

In November 2011, the Drexel University Police Department received international accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA). The Drexel University Police Department is only one of 51 universities nationwide, the second university in Pennsylvania and one of 10 police departments out of over 1,100 in Pennsylvania to obtain this recognition. The department received reaccreditation in 2014.

DUPD maintain a full-time presence at the University City Campus.

DUPD will respond to incidents at our Center City campus in coordination with Philadelphia Police.

A sworn officer is assigned 40 hours per week at our Queen Lane campus. Availability varies to accommodate the events and schedule of the campus.

Drexel Police do not patrol or investigate incidents that occur at the LeBow College of Business, Malvern Campus. Please call 9-1-1 to report any emergencies.

Memoranda of Understanding (MOU)

The Drexel University Police Department works in partnership with the Philadelphia Police Department and under the guidelines of a Memorandum of Understanding. The MOU includes outlines the roles of the agencies, responsibilities for responding to and investigating crimes, arrest processing, support services, on-scene chain of command and coordination procedures for releasing of information to the media.

Security Services

Security services, combined with effective community policing and relations, are imperative to providing a safe environment and improving the quality of life on and around the campus. The Security Services

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Unit is responsible for security officer management of our contracted security partner, AlliedUniversal Security.

The security officer force is comprised of 138 officers assigned to the University City Campus and 28 officers assigned to the Queen Lane Campus and Center City Campus.

Additional security services for the Center City Campus are provided and managed by American Academic Health System.

Public Safety Security Officers provide service to the Drexel community 24/7 and are responsible for enforcing the policies and procedures set forth by Drexel University. Their primary role includes community patrols by vehicle, bicycle and on foot, which are coordinated with Drexel University Police. They also provide a security presence in residential, academic and administrative buildings as well as special event security and perform 24/7 walking escorts. These officers are unarmed and equipped with two-way radios with which they maintain communication with the Public Safety Communications Center.

All security officers receive training in security principles, patrol techniques, authority of arrest, defensive tactics, emergency procedures, crisis intervention, Drexel community orientation and 24 hours of field instruction prior to assignment. Public Safety security officers also receive CPR/First Aid and AED training and are required to complete a certification examination.

Security Services is also responsible for performing security assessments, crime prevention awareness and education.

Security officers do not have the authority to make arrests.

There are no AlliedUniversal security officers located at the LeBow College of Business, Malvern Campus. Security at this location is limited to a roving patrol officer. Please call 9-1-1 to report any emergencies

Fire & Emergency Services

The Fire & Emergency Services Unit manages safety programs and provides emergency response, safety education and awareness training for the three Drexel University campuses in Philadelphia.

They also perform life safety inspections of campus buildings, monitor fire system reliability testing, emergency evacuation and shelter-in-place drills. In addition, they participate in construction and renovation planning, serve as the University authority and liaison with regulatory agencies and are responsible for special event fire/life safety.

This unit also has the important responsibility for the development, review and oversight of the University's Emergency Management Program.

Operations

The Operations Unit is responsible for radio and telephone communications, alarm monitoring, installation and management of security technology, crime data analysis, crime mapping, crime reporting and Clery compliance for the Department of Public Safety.

Requests for service are processed through the Drexel Public Safety Communications Center (DPSCC), which operates 24 hours a day, seven days a week. The DPSCC is staffed with highly trained personnel certified by the Association of Public Safety Communications Officials (APCO). In addition to receiving, processing and responding to calls for service, DPSCC personnel also monitor burglar, fire and duress

alarms from University buildings. They manage the University electronic access control system, perform “virtual video patrols” of the campus using state-of-the-art Closed Circuit TV (CCTV) and monitor the campus emergency telephone system.

Oversight of the DrexelALERT Emergency Notification System and Drexel Guardian program also falls under the Operations Unit. DrexelAlert enables fast and efficient dissemination of critical information to students, faculty and staff of the Drexel University community a through email, text messaging and by phone, when necessary.

In November 2011, the Drexel University Public Safety Communications Center (DUPSCC) received international accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA) making us the first stand-alone college / university communications center in the world to receive this prestigious recognition.

MONITORING AND REPORTING OF CRIMINAL ACTIVITY

Drexel University works in conjunction with the Philadelphia Police Department and other law enforcement agencies to monitor criminal activity at non-campus locations. The Philadelphia Police Department routinely provides information to the University regarding incidents involving students residing or visiting Philadelphia.

All reports of incidents received by the Philadelphia Police Department that are known to involve Drexel University students are indicated as such through their reporting system. Other university police agencies also report incidents involving Drexel students on their campuses. Students who participate in illegal activity or detrimental behavior at off-campus locations are held accountable by means of the University’s Code of Conduct.

University police officers on patrol are equipped to monitor radio dispatches from other local police departments. Reports to the Department of Public Safety involving students as victims in off-campus incidents are recorded and assistance is rendered in regard to appropriate support services available at the University.

Currently there are no officially recognized student organizations with non-campus locations.

DREXEL UNIVERSITY POLICY ENCOURAGING THE REPORTING OF CRIME

Any student, faculty or professional staff member who is a victim of crime, observes an incidence of crime or witnesses suspicious activity is strongly encouraged to promptly report the information to the Department of Public Safety by calling 215.895.2222, 24 hours a day, seven days a week, or by using one of the many emergency call boxes that directly establishes communication to the Public Safety Communications Center.

Calls for service will be answered by a certified Department of Public Safety Dispatcher who is trained to gather information and to dispatch the appropriate personnel to the location to take the necessary steps to address the situation and /or document the incident.

All calls to the Public Safety emergency number (215.895.2222) or the non-emergency number (215.895.2822) and all emergency call box lines are digitally recorded for safety and quality assurance purposes.

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If you are reporting crimes at one any of the following campuses, you are urged to call the numbers below prior to contacting our dispatch center.

- | | |
|--|-----------------------|
| • Center City Campus Security
(American Academic Health System) | 215.762.7111 or 9-1-1 |
| • Queen Lane Campus Security | 215.991.8132 or 9-1-1 |
| • LeBow College of Business Malvern Campus | 9-1-1 |
| • Academy of Natural Sciences | 9-1-1 or 215.299.1019 |

Procedures for Reporting Criminal Activity and Emergencies On-Campus

Anyone reporting an incident should be prepared to provide as much detailed information as possible such as name, location, time, date and a description of the incident and to speak in a clear and calm manner.

Voluntary Confidential Reporting of Crimes – On-Campus

Drexel University has established whistleblower hotlines to make it easy for anyone to report conduct that violates the law, University policy or the University's Code of Conduct in a confidential manner.

It is usually better if you make these reports directly to your supervisor or professor, your department head, your dean or a vice president; but sometimes that is difficult or impossible.

EthicsPoint

To ensure the confidentiality of all reports, our hotlines are provided by EthicsPoint (ethicspoint.com/), an independent service provider used by many colleges and universities across the country. Policies and procedures for handling calls to the hotline are outlined in the University Policy CPO-4 - Reporting Allegations Policy, which can be found online at drexel.edu/cpo/policies/cpo-4/.

CPO-4 states:

D. Confidentiality

1. Reporters frequently make their reports in confidence. To the extent possible within the limitations of law and policy and as determined by the need to conduct a competent investigation, confidentiality shall be maintained. Reporters should be cautioned that their identity may become known for reasons beyond the control of the investigators or University administrators. Reporters should be prepared to be interviewed by the investigator. If there is a self-disclosure, the University is no longer obligated to maintain confidentiality. Some acts or omissions that are reported as Improper Conduct may have to be reported to law enforcement authorities pursuant to mandatory reporting laws or other rules and regulations imposed upon the University. Accordingly, it may not be possible to guarantee that confidentiality will be maintained at all times.

University Policy does not diminish EthicsPoint's contracted responsibility to protect the identity of callers who wish to remain anonymous to Drexel.

Reports can be made anonymously by calling a toll-free number or online:

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By Phone: 866-358-1010 (Toll Free).

Online: www.drexel.ethicspoint.com

DrexelGuardian

Anonymous crime tips can also be sent using the Drexel Guardian mobile application. Details about this mobile app are found on [page 16 of this document](#).

Crime Tipline

Crime tips may also be submitted using our online [Crime Tipline](#) form.

Campus Security Authorities

A Campus Security Authority (CSA) is an individual who is an official of the institution that has significant responsibility for student and campus activities, including but not limited to:

- Drexel Police Officers
- AlliedUniversal Security Officers
- Title IX Officials
- Professional staff in a dean of students' office
- Staff in a student center building
- Student Activities office
- Student Housing Staff
- Student Discipline Staff
- Faculty or staff advisors to student organizations
- Resident Assistants
- Director of Athletics
- Team Coaches
- Athletics Staff
- A coordinator of Greek Affairs
- Physicians in campus health centers
- Victim Advocate or a Sexual Assault Response Team in a campus Rape Crisis Center
- Campus Judicial Proceedings

Under Clery, a crime is reported when a victim, witness, other third party or even the offender brings it to the attention of a CSA or local law enforcement personnel. It does not matter whether or not the individual(s) involved in the crime or reporting the crime are associated with the institution. If a CSA receives the crime information and believes it was provided in good faith, he or she should document it as a crime report and provide this report to the Drexel University Department of Public Safety. In "good faith" means there is a reasonable basis for believing that the information is not simply rumor or hearsay. CSAs are not responsible for investigating crimes. Their role is to report all incidents immediately, no matter how minor an incident may seem. All investigations and crime classifications are the responsibility of sworn law enforcement personnel.

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If employees are aware of any crimes that occurred on campus that were not reported to Drexel Department of Public Safety, it is important that they complete a Crime Statistic Report Form available at drexel.edu/crimereport and return it immediately.

Online Clery Act training is available for all staff. To access Clery Act training, click the link for Career Pathway in [DrexelOne](#) under the Employee tab. For employees who do not have access to Career Pathway, complete the training via [Drexel Learn](#).

It is important to remember that should at any time a crime be reported to anyone who is deemed as a Campus Security Authority, that individual should not wait until the end of the year to report that incident to Drexel Police, but notify the department immediately by calling 215.895.2222 or by filling out an online [crime report](#) form. The Department of Public Safety has a responsibility to notify the University community about any crimes that pose an ongoing threat to the community.

Pastoral and Professional Counselors

There are two classifications of individuals who, although they have significant responsibilities for student and campus activities, are not considered CSAs under Clery. They are pastoral counselors and professional counselors. A [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. A [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 their license or certification. This definition also applies to professional counselors who are not employees of the institution but are under contract to provide counseling at the institution.

Although pastoral counselors and professional counselors do not have to report crimes that are brought to their attention while serving in an official capacity, they are encouraged to inform their client/s of the procedures to [report crimes on a voluntary, confidential basis](#) for inclusion in the annual disclosure of crime statistics. Confidential and anonymous reports can be made by utilizing the [crime report](#) form.

IMPORTANT CONTACT NUMBERS

Emergency

University City Campus Security	215.895.2222 or 9-1-1
Center City Campus Security (American Academic Health System)	215.762.7111 or 9-1-1
Queen Lane Campus Security	215.991.8132 or 9-1-1
LeBow College of Business Malvern Campus	9-1-1
Academy of Natural Sciences	9-1-1 or 215.299.1019

Non-Emergency

General Non-Emergencies	215.895.2822
Environmental Health and Safety	215.895.5907
Fire and Life Safety	215.895.1550
Medical and Walking Escorts	215.895.2822
Residential Living and University Housing	215.895.6155
Snow Emergency and Closing Information	215.895.MELT (6358)
Victim Support and Intervention Services	215.895.0353

Medical

Student Health Services	215.895.5800
Poison Control Center	800.222.1222

Study Abroad and Other Travel Locations

Students, faculty and professional staff are encouraged to plan ahead and bring with them all necessary emergency contact information. Students traveling abroad should also refer to the emergency information provided in their pre-departure materials.

The University has contracted with On Call International to provide emergency medical, political and natural disaster assistance, evacuation and repatriation coverage for employed faculty, professional staff and all students participating on a University-affiliated international activity

In the event of an emergency abroad, getting yourself to safety should be a priority. Once you are out of immediate danger, reach out to your local contact person for further assistance on how to proceed, or call one of the emergency travel numbers listed below:

On Call International	603.952.2038
Drexel International Emergency Line	267.571.5911

Additional International Safety and Security information can be found by visiting the following website: drexel.edu/oip/resources/travel-safety/

PUBLIC SAFETY ALERTS (WARNINGS)

Timely Warnings

To provide timely notice to the Drexel community in the event of a Clery Act crime that may pose a “serious or ongoing threat to members of the community”, the Department of Public Safety may issue a “timely warning” generally for the following crimes: arson; aggravated assault; criminal homicide; robbery; burglary; rape, fondling, incest, statutory rape; and hate crimes. Timely warnings also may be issued for other Clery Act crimes as deemed necessary. The purpose of a timely warning is to notify the Drexel community of the incident and to provide information that may enable community members to better protect themselves from similar incidents. Timely warnings cover a broader source of reports (campus police or security, campus security authorities and off-campus law enforcement) than the crime log but are limited to those crime categories required in the Annual Report.

Timely warnings are distributed through the DrexelALERT system to Drexel University emails accounts and to mobile phone numbers registered through the DrexelALERT system. Timely warnings may also be published on the Drexel University Public Safety website: drexel.edu/publicsafety

DrexelALERT

Drexel University has implemented an emergency notification system called DrexelALERT, which enables fast and efficient dissemination of critical information to students, faculty and professional staff of the Drexel University community.

Within minutes, DrexelALERT allows the Department of Public Safety to send alerts through text messaging, and e-mail to numerous devices, such as mobile phones,



and e-mail accessible devices. This system provides Drexel students, faculty and professional staff with an additional layer of security and protection for emergency response, in conjunction with the University's already well-established emergency communication methods, such as Drexel-wide broadcast emails, online updates via the Drexel and Public Safety website homepages, and the coordinated use of public media outlets.

DrexelALERT is designed to provide emergency information regarding situations that constitute an ongoing threat to the Drexel community, such as an armed suspect on the loose, active fire or credible bomb threat, to name a few situations. An "all clear" message will be sent once an emergency situation is stabilized and it is deemed to be safe to resume normal activity. DrexelALERTs are not meant to be news releases regarding incidents that may have occurred or do not amount to an ongoing threat.

The effectiveness of this emergency notification system depends upon individuals providing accurate and up-to-date personal contact information.

For further assistance and more information about this system, please visit the DrexelALERT website drexel.edu/publicsafety/communications-operations/drexel-alert/.

Additional SMS/Text Message advisories:

DrexelALERT is an emergency alert of an ongoing threat to the campus community; however, the Department of Public Safety may utilize the emergency notification system for three additional types of advisories:

Public Safety ADVISORY is a message for incidents that may impact University operations, such as a major power outage or traffic disruptions.

Public Health ADVISORY is a message regarding potential health concerns, such as the H1N1 virus or a meningitis outbreak.;

Campus Weather ADVISORY is a message announcing severe weather, such as a major snowstorm, in which the University may delay or cancel classes and/or operations.

Drexel GUARDIAN

Turn your cell phone into a personalized safety device by downloading the FREE Drexel Guardian application, available for [Android](#) and [Apple](#) devices. In the event of an emergency, Drexel Guardian allows the Drexel Public

Safety Communications Center to immediately access important information about you, such as your name, photograph, important medical information, and location when you initiate contact through the app — dramatically increasing the odds that they can find you and help you during an emergency. The service is free and voluntary, and the information you provide is kept completely confidential.

In order to register for Drexel Guardian, you must first download the Drexel Guardian application.

Search "Rave Guardian" in the Apple App Store for iPhones or Google Play Store for Android phones.



How does it work?

Emergency GPS Locator - Based on your cell phone signal, a GPS locator is activated during your self-initiated emergency communication. The registered profile information assists Drexel Public Safety in identifying, locating, and assisting you.

Set a Safety Timer - Notify Drexel Police or people you trust to check in on you if you are alone or in an unfamiliar place by setting a safety timer.

Manage & Message Your Guardians – Invite family, friends, or others to be your Guardian, and communicate with them within the app as needed.

Easy Emergency Communication - Call safety officials directly for help if you are in trouble through one-touch dialing and send anonymous text tips – including photos – if you see something suspicious.

For more information on how to register your phone, set up your personal profile, and how to activate Drexel Guardian in an emergency, view [Drexel Guardian's Frequently Asked Questions](#)

Drexel Guardian is not a substitute for calling Drexel Police (215.895.2222) or Philadelphia Police (911). In the event of an emergency, users are advised to call 215.895.2222 or 911, as Drexel Guardian should not be used as the primary source for an emergency assistance call. Drexel Guardian is an optional back-up alert notification system that users may use at their discretion. As with any cell phone usage, certain factors (such as signal strength, type and quality of your phone carrier, and dead spots) can affect the GPS locator accuracy.

For further assistance and more information about this system, please visit the Drexel GUARDIAN web site at [//drexel.edu/publicsafety/communications-operations/drexel-guardian/faqs/](http://drexel.edu/publicsafety/communications-operations/drexel-guardian/faqs/).

Website

The Department of Public Safety website contains current security and safety related information for the Drexel University Community. The website provides instant access to policies and procedures, security tips, public safety alerts, reporting information and information related to the Student Right to Know and Campus Security Act. drexel.edu/PublicSafety

POLICY REGARDING EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The University's Emergency Preparedness Plan includes information about Incident Response Teams, University operating status parameters, incident priorities and performance expectations, shelter-in-place and evacuation guidelines and local contingency and continuity planning requirements.

University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The University conducts numerous emergency response exercises each year, such as table top exercises, field exercises, and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

DUPD police officers and supervisors have received training in Incident Command and Response to Critical Incidents on Campus.

University City Campus Response: When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually DUPD, Philadelphia PD and the Philadelphia Fire Department, and they typically respond and work together to manage the incident. Depending on the nature of the incident, other Drexel Public Safety departments and other local, state or federal agencies could also be involved in responding to the incident.

Queen Lane, Center City and Malvern Campuses response: Depending on the nature of the incident, DPS and DUPD will coordinate with and provide support to local, state or federal agencies responding to the incident.

General information about the emergency response and evacuation procedures for DPS are publicized each year as part of the institution's Clery Act compliance efforts, and that information is available on the Drexel University Public Safety website. Information and updates to the Drexel University Emergency Preparedness and Response Plan are available on the Drexel University Public Safety Emergency Preparedness website at drexel.edu/publicsafety/fire-emergency/drexel-ready.

Notification to the Drexel University Community About an Immediate Threat

Drexel University Department of Public Safety receives information from various offices/departments on campus, such as the DUPD, the Office of Safety and Health, and the City of Philadelphia's Office of Emergency Management (OEM). If DPS confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Drexel University community, DPS senior management will collaborate to determine the content of the message and will use some or all of the systems described below to communicate the threat to all or part of the Drexel University community as deemed necessary. Senior management will, without delay, and taking into account the safety of the community, determine the content and scope of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to: DPS, Philadelphia PD and Philadelphia Fire Department), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident that poses an immediate threat to all or part of the Drexel University community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to all or part of the Drexel University campus community. These methods of communication include network emails, emergency text messages that can be sent to a mobile phone via DrexelALERT and local news media outlets. The University will post timely updates during a critical incident on the Drexel Public Safety web site at and on the many INFONET screens located throughout campus.

Drexel University students, faculty and professional staff can get additional details about DrexelALERT on [page 15](#) of this document.

Disseminating Emergency Information to the Larger Community

Drexel University has initiated working relationships with various public safety agencies in the University City area and other community partners. These partners have been enrolled into and will receive notices via the DrexelAlert system.

Emergency Evacuation and Shelter-in-Place Procedures

Evacuation drills are conducted by the Office of Fire and Emergency Services of the Department of Public Safety for the following campuses: University City, Center City and Queen Lane. The emergency response and evacuation procedures are conducted annually and quarterly for residential occupancies.

Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. DPS does not tell residents in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, DPS and Housing Programs staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At Drexel University, evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants “practice” drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the University an opportunity to test the operation of fire alarm system components. Evacuation drills are monitored by DPS and the Housing Programs Department, to evaluate egress and behavioral patterns. Reports are prepared by participating departments that identify deficient equipment so that repairs can be made immediately. Recommendations for improvements are also submitted to the appropriate departments/offices for consideration.

Students receive information about evacuation and shelter-in-place procedures during their first-floor meetings and during other educational sessions that they can participate in throughout the year. The House Staff members are trained in these procedures as well and act as an ongoing resource for the students living in residential facilities.

If an incident occurs and the buildings or areas become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose population to that danger. Shelter in Place information is posted in every lobby or elevator lobby on each floor of every building.

Publicized and Unpublicized Drills and Exercises

DPS conducts numerous announced and unannounced drills and exercises each year and conducts follow-through activities designed for assessment and evaluation of emergency plans and capabilities. Fire and Emergency Services coordinate announced and unannounced evacuation drills each semester, as described above, to test the emergency response and evacuation procedures, and to assess and evaluate the emergency evacuation plans and capabilities. Announcements for publicized drills will be made using email and the Drexel Public Safety Website.

SITUATIONAL AWARENESS & CRIME PREVENTION PROGRAMS

Emergency Call Boxes

Emergency call boxes are strategically placed throughout the University City Campus for safety and security. The emergency call boxes, when activated, automatically contact the Department of Public Safety Communications Center and notify the dispatcher of the caller's exact location.

Whenever a call is received from an emergency callbox, the Public Safety dispatcher will automatically dispatch police and/or security personnel to that location. The Public Safety dispatchers are trained to send officers to call box activation regardless if someone answers or not.

Students and staff are encouraged to learn the locations of the emergency call boxes and to use them

for all security-related and emergency communications.

For more information visit, drexel.edu/publicsafety/communications-operations/emergency-telephones/.

Walking Escort Services

University City Campus

The Drexel University Department of Public Safety provides walking escorts for all Drexel students, faculty and professional staff, 24 hours a day, 365 days a year to allow safe travel from one location to another. Walking escorts are provided on all campuses to any location within the Department of Public Safety patrol area. On the University City Campus, the patrol area is 30th to 36th Streets and Chestnut to Spring Garden Streets.

Escorts are also available from 10 a.m. until 3 a.m. between 30th and 50th Streets and Wallace Street to Woodland Avenue via the University's partnership with the University City District Ambassador Program.

To request a walking escort:

- Ask any Public Safety police or security officer on patrol or inside a building;
- Call the Department of Public Safety Communications Center at 215.895.2822; or
- Use one of the many University emergency telephones located across campus.

Center City Campus

Tenet Security offers their own walking and mobile escorts program for Drexel students and professional staff.

Drexel University offers walking escort services on the Center City Campus Monday through Friday from 6 p.m. to 10 p.m., within the boundaries of Vine Street to JFK Boulevard and 16th Street to Broad Street. To request an escort, please call 215.852.7996.

Hahnemann University Hospital also offers walking escort services 24/7 from Vine Street to JFK Boulevard and 15th Street to Broad Street, by calling 215.762.7111.

Queen Lane Campus

The Queen Lane Campus also provides a mobile escort service to approved designated areas. The boundaries for escorts are Henry Avenue to School House Lane, Queen Lane to Ridge and Midvale Avenues, Wissahickon Avenue to Lincoln Drive, Henry Avenue to Hunting Park Avenue and Queen Lane to Wayne Avenue.

Escorts are arranged through the Security Desk at Queen Lane either by phone call to 215.991.8102 or walk-up to the security desk.

Medical Escorts

The Drexel University Department of Public Safety provides medical escorts on all campuses for non-life-threatening medical conditions to Drexel University approved hospitals, emergency rooms and healthcare centers. For additional information, contact the Drexel University Communications Center at 215.895.2822.

Campus Shuttle

The Department of Facilities Management provides campus shuttle service to the University community. Illuminated rooftop signs permit easy shuttle identification from a distance. Members of the Drexel

community are permitted unlimited usage at no charge. Upon boarding the shuttle, individuals are required to present a valid Drexel ID card to the driver. Schedules for the shuttle are available at the Creese Student Center and online at: drexel.edu/facilities/transportation/BusServiceSchedules/

Safeguard Your Valuables

“Safeguard Your Valuables” is an ongoing public safety awareness program, launched in collaboration with the Undergraduate Student Government Association and the Office of Student Life, to further promote the idea that “safety and security is a shared responsibility”.

We encourage the Drexel community to embrace this philosophy and take simple, yet important steps to keep their personal items safe.

- Keep your personal items secured at all times.
- Always lock and never prop doors.
- Secure your bicycle with a U-Lock.
- Remove personal and electronic items from vehicles that are in plain view.
- Report suspicious activity to Drexel Police by calling 215.895.2222 or from any emergency phone.

Bicycle Registration

All Drexel students, faculty and professional staff members are encouraged to register their bicycles with Drexel Public Safety. The goals of this program are to heighten awareness in the University community, deter would-be thieves and provide law enforcement with valuable crime-solving information. This free service takes only a few minutes to complete and includes:

- Documentation of bicycle description, serial number, and owner information;
- Engraving your bicycle with a registration number;
- A registration program sticker applied to your bicycle; and
- An information booklet.

Bicycle registration can be completed 24/7 at 3219 Arch Street. For more information, call 215.895.1550.

Public Safety and U

The “Public Safety & U” program is a one-hour interactive presentation designed to empower “U” as the key to personal and public safety. This workshop is designed to train the audience to effectively navigate irrational/disruptive behavior and active shooter scenarios, all while stressing the importance of strong decision-making skills. To empower the Drexel University Community, this interactive presentation discusses what roles each individual has in public safety, what role and resources the Department of Public Safety deploys at the University, and what resources are available or are working for their safety – this includes an interactive presentation of DrexelAlert, Drexel Guardian, our extensive camera system (CCTV), and our robust card access monitoring system. For more information call 215.895.1550.

UNIVERSITY ALCOHOL AND ILLEGAL DRUG POLICY

The possession, use, distribution or sale of narcotics or drugs, other than those medically prescribed, properly used and stored in the original container, by students, staff or visitors on University property or while on University business are prohibited. Off-campus possession, use, distribution or sale of narcotics or drugs by students or staff are inconsistent with the University's policies and goals, a violation of local and state laws and therefore prohibited. Any and all types of drug paraphernalia

including, but not limited to bongos, pipes, and any items modified or adapted so that they can be used to consume drugs are not permitted on University property.

Drexel's policy regarding alcohol is consistent with the laws of the Commonwealth of Pennsylvania. The consumption, distribution or service of alcoholic beverages must comply with the Pennsylvania Liquor and Crimes Code, which defines the lawful consumption and service of alcohol and prescribes sanctions for violations.

The University's policies on substance abuse and alcoholic beverages are outlined in the Drug-Free Schools and Communities Act located online at (drexel.edu/studentlife/community_standards/code-of-conduct/Drug_Free_Schools_and_Communities_Act/), along with related information on University sanctions for violation of these policies, criminal sanctions for the illegal possession or distribution of drugs and alcohol, health risks of drugs and alcohol, and places to get help concerning the illicit use and abuse of alcohol and drugs. Additional policies for employees are located online at: (<https://drexel.edu/hr/resources/policies/dupolicies/hr11/>)

Faculty and staff who have concerns about enforcement of the Alcohol and Other Drugs Policy should contact Human Resources at 215.895.2850. Students who have concerns about enforcement of the Alcohol and Other Drugs Policy should contact the Vice President and Dean for Student Life at 215.895.2501.

DRUG AND ALCOHOL ABUSE PROGRAMS AT DREXEL UNIVERSITY

Support for Drug and Alcohol issues and concerns is available through a coordinated campus network, which includes the [Drexel University Counseling Center](#), Drexel's Residence Life Office, and [The Haven at Drexel](#), a recovery house located near campus. Up to date information on available assistance and resources can be found on our Alcohol and Drug Education [website](#).

DATING VIOLENCE, DOMESTIC VIOLENCE and STALKING POLICY STATEMENTS

Prevention

Education Programs

Drexel educates all members of the University community about sexual misconduct and violence prevention through various programs, including mandatory freshman orientation programs each fall; outreach to students who are living in the residence halls or participate in fraternity and sorority life, athletics, or other campus activities; and outreach to faculty and professional staff through both online and in-person programs. The Office of Equality and Diversity (OED) also offers violence prevention programs to University students and employees upon request. Information about available educational programs, violence prevention, bystander intervention, risk reduction, and the University's response to sexual and gender-based harassment and misconduct is available on OED's website at drexel.edu/oed, and directly through OED.

Drexel seeks to foster a safe and healthy environment based on trust and respect. The University is committed to providing an environment free from discrimination, including discrimination based on sex, and has a zero-tolerance policy concerning any and all forms of sexual harassment and misconduct. The University prohibits sexual and gender-based harassment and misconduct in any form, including, but not limited to, sexual assault, stalking, intimate partner violence, sexual exploitation, and any form of nonconsensual sexual conduct.

Definitions

Dating Violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition:

- dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse; and
- dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence is defined as 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; and/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.

Stalking is defined as 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.

Sexual Assault is defined as an offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI's UCR program and included in Appendix A of 34 CFR Part 668.

Consent is defined under Drexel University's [Sexual and Gender-Based Harassment and Misconduct Policy](#) as a freely and affirmatively communicated willingness to participate in sexual activity or behavior, expressed either by words or clear, unambiguous action. Consent consists of an outward demonstration indicating that an individual has freely chosen to engage in sexual activity. Consent may not be inferred from silence, passivity, lack of resistance or lack of active response. Consent must be present throughout the sexual activity.

Under the University's Policy, an individual who is incapacitated is not able to make rational, reasonable judgments and therefore is incapable of giving consent. Incapacitation is defined as the inability, temporarily or permanently, to give consent, because the individual is mentally and/or physically helpless due to drug or alcohol consumption, either voluntarily or involuntarily, or the individual is unconscious, asleep or otherwise unaware that the sexual activity is occurring. In addition, an individual is incapacitated if they demonstrate that they are unaware of where they are, how they got there, or why or how they became engaged in a sexual interaction. Where alcohol is involved, incapacitation is a state beyond drunkenness or intoxication.

The University provides the following additional information in its Policy: "Some indicators of incapacitation may include, but are not limited to, lack of control over physical movements, being unaware of circumstances or surroundings, or being unable to communicate for any reason. An individual may experience a blackout state in which they appear to be giving consent, but does not actually have conscious awareness or the ability to consent. It is especially important, therefore, that anyone engaging in sexual activity be aware of the other person's level of intoxication."

Definition of Consent - Pennsylvania Law

Title 18 § 311. Consent. –

legis.state.pa.us/cfdocs/legis/LI/consCheck.cfm?txtType=HTM&ttl=18&div=0&chpt=3&sctn=11&subscn=0

(a) General rule -- 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.

(b) Consent to bodily injury -- When conduct is charged to constitute an offense because it causes or threatens bodily injury, consent to such conduct or to the infliction of such injury is a defense if:

- (1) the conduct and the injury are reasonably foreseeable hazards of joint participation in a lawful athletic contest or competitive sport; or
- (2) the consent establishes a justification for the conduct under Chapter 5 of this title (relating to general principles of justification).

(c) Ineffective consent -- Unless otherwise provided by this title or by the law defining the offense, assent does not constitute consent if:

- (1) it is given by a person who is legally incapacitated to authorize the conduct charged to constitute the offense;

- (2) 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 or harmfulness of the conduct charged to constitute the offense;
- (3) it is given by a person whose improvident consent is sought to be prevented by the law defining the offense; or
- (4) it is induced by force, duress or deception of a kind sought to be prevented by the law defining the offense.

Bystander Intervention

The University expects all community members to take reasonable and prudent actions to prevent or stop an act of sexual harassment or misconduct. Taking action may include direct intervention, calling law enforcement, or seeking assistance from a person in authority. Community members who choose to exercise this positive moral obligation will be supported by the University and protected from retaliation. This expectation is articulated in the University's Sexual and Gender-Based Harassment and Misconduct Policy. The University provides information and resources regarding safe and effective bystander intervention options on its Title IX Resources page, and through in-person trainings. The University's Bystander Intervention web page can be found at drexel.edu/oed/policies/eoLaws/Title-IX/Bystander-Community-Information/.

Risk Reduction

Title IX Trainings

The Title IX Coordinator and Title IX Deputy Coordinators continue to receive ongoing training regarding the dynamics of and compliance issues surrounding sexual and gender-based misconduct. This education includes attending annual trainings such as those put on by the Association for Title IX Administrators.

These individuals also work to provide training to Drexel students, faculty and professional staff through the following initiatives (not an exhaustive list):

Orientation

All new students are required to complete an online module focused on the topic of sexual assault prevention before arriving on campus. The interactive module may also be viewed by parents/families to spark discussion of these topics. Once on campus for Welcome Week, students receive information about violence prevention, reporting, resources, etc., through mandatory sessions with Public Safety (in cooperation with OED), and optional sessions with OED about healthy relationships; safe social media use; and in a session geared towards international students, friendship, dating, and relationship norms. Students also attend mandatory floor meetings during Welcome Week where they participate in a bystander intervention workshop lead by their Resident Assistants (RAs), who are trained by OED in how to facilitate the workshop, and about related matters.

Partnership with Residential Living

RAs, Resident Directors (RDs) and other Residential Living Office (RLO) professional staff attend extensive training on sexual assault prevention and reporting each fall through trainings with OED, DUPD and the Counseling Center. RDs and other RLO professional staff receive special training from OED about definitions, laws, reporting and crisis management systems, as well as the University's policies

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and procedures for handling reports of sexual harassment and/or misconduct, as well as the protocol for adequately addressing reports of misconduct that are received on nights, weekends and holidays.

Partnership with Conduct Board

Faculty and professional staff members of the University Conduct Board are specially trained to hear cases that include violations of the Sexual and Gender-Based Harassment and Misconduct Policy. Such training is repeated for new Conduct Board members annually.

Partnership with Fraternities and Sororities

Each fraternity/sorority chapter is required to host or attend at least one educational program focused on sexual assault awareness/prevention each calendar year as part of Fraternity and Sorority Life's Chapter Accreditation Program. RAs who serve in fraternity and sorority housing are trained annually with the rest of Residential Living staff.

Partnership with ROTC

OED facilitates sexual assault trainings for ROTC cadets biannually, with a focus on bystander intervention. These trainings are mandatory for all untrained cadets.

Faculty and Professional Staff Trainings

With support from OED, Human Resources and the Office of General Counsel, an online training on Title IX and the University's Sexual and Gender-Based Harassment and Misconduct Policy was developed. It was made mandatory for all University employees in September 2015, and continues to be mandatory for all new employees.

OED also presents on Title IX quarterly at the "Managing Within the Law" course offered as part of the University's Supervisory Certificate Program. Information about Title IX is presented during new employee orientation. And OED reaches out to faculty and professional staff throughout the year via the University's various academic and administrative units, including, for example, training new academic advisors, providing workshops and trainings upon request, and attending faculty and professional staff meetings in the colleges and schools to speak about Title IX and the University's Sexual and Gender-Based Harassment and Misconduct Policy.

Partnership with Drexel Public Safety

New Police and Public Safety Officers receive Title IX and Clery training at their orientation to the Drexel Police Department and as refresher trainings. All current Police Officers receive refresher training at least every two years unless the Director of Police Services determines the need for additional and updated training.

Public Safety also offers "Rape Aggression Defense" (RAD) classes to all members of the Drexel community throughout the year. RAD is dedicated to teaching defensive concepts and techniques against various types of assault by utilizing easy, effective, and proven self-defense/martial arts tactics.

Other Public Safety efforts were outlined previously in the *Orientation* section.

Online Resources

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OED created the [Title IX Resource Page](#) to provide comprehensive information and resources to the University community on gender discrimination, including sexual harassment and assault, bystander intervention, and violence prevention. Information is also provided on the [Public Safety website](#).

Counseling Center

Since spring 2013, the Counseling Center has run the Women's Trauma Recovery Group as part of their group counseling program offerings. Counseling Center therapists regularly participate in trainings on topics pertinent to sexual misconduct, and the Counseling Center brings OED in to train all new personnel annually.

Other Education and Prevention Initiatives

Trainings Upon Request: OED provides educational interventions to various constituencies upon request. For example, drop-in sessions in the residence halls for open forums like "Let's Talk About Sex" and "Tea Time with OED" (inspired by the viral "Tea & Consent" video) take place regularly.

Dragons Against Hazing: Sexual harassment/assault are discussed as a part of this year-round hazing prevention initiative, and are the subject of at least one annual workshop during Hazing Prevention Week.

Domestic Violence and Sexual Assault Awareness Months (every October and April): These yearly initiatives consist of a series of events and promotions, both individual to OED and in collaboration with campus partners (see the Partnership With Fraternities and Sororities section, above), designed to raise awareness and develop unity regarding the issue of sexual and domestic violence on campus, including:

- *Informational Brochures, Magnets, and Posters:* Each year, OED distributes over 1,000 brochures, magnets and posters during each campaign. All materials are branded to promote the slogans, "NOT A BYSTANDER."; "WHERE DO YOU STAND?"; and "Don't ignore sexual violence, See Something. Hear Something. Know Something. Say Something!", and are teal- and purple-colored. These promotional materials are distributed to members of the University community at critical outdoor spaces on campus and are also placed in residence halls offices, and other high-visibility places around campus. OED continues to post and distribute these materials to the University community year-round.
- "Teal Tuesdays": Every Tuesday during the month of April, members of the University community are encouraged to wear teal to raise awareness about sexual violence. OED distributes teal t-shirts emblazoned with the above logos to high-visibility members of the University community, including RLO (particularly RAs), Greek Life, Athletics and Recreation Center employees. Shirts are also handed out to the student body at-large, along with informational materials. OED distributes 2,000 t-shirts during the campaign, and features a different design each year.
- Take Back the Night: Drexel's Take Back the Night has been hosted by Sigma Psi Zeta for 13 consecutive years and features speakers on sexual assault and violence, a candlelight vigil and donation opportunities to support local domestic violence charities.

University-wide Email Communications: OED partners with University Communications and President Fry to raise awareness about sexual violence and the University's efforts to respond to sexual violence through annual University-wide emails. These emails include information about the April campaign and

links to OED's Sexual Harassment and Misconduct policy and Bystander Intervention webpages, and promote ongoing and new resources, such as OED's growing "It's On Us" video series.

Reporting Sexual Misconduct

Emergency/Immediate Reporting Options

The University encourages all individuals to seek assistance from a medical provider and/or law enforcement immediately after an incident of sexual misconduct to address any concerns about personal safety and physical and emotional well-being. This is the best option to ensure preservation of evidence and to begin a timely investigative and remedial response. The University will assist any Drexel community member to get to a safe place and will provide transportation to the hospital or local law enforcement. Students and employees who have experienced sexual misconduct are encouraged to seek the assistance of the Drexel University Department of Public Safety, 215.895.2222, or by calling 911. A report can be made 24 hours a day, seven days a week. In August 2016, a Victim Services Coordinator position was created and filled within Public Safety.

A student or employee can request and receive the assistance of the Department of Public Safety without making a criminal complaint. Not all sexual misconduct constitutes criminal behavior. Law enforcement authorities can assist in determining whether the conduct experienced was criminal in nature and warrants a criminal complaint. If the incident occurred off campus, an officer can assist in contacting the appropriate law enforcement agency.

Medical Treatment

Students and employees are also encouraged to seek medical treatment. The following contact information is provided to the University community on OED's Title IX Resource Page:

Drexel University Department of Public Safety
3201 Arch Street, Third Floor
215.895.2222 (Emergency)
Special Victims Unit of the Philadelphia Police Department
215.685.3251/2/3

The Philadelphia Sexual Assault Response Center (PSARC):

The mission of PSARC is to provide medical care and forensic examinations to victims of sexual assault in a private and personal setting designed to minimize stress or further trauma to the victim. Information about PSARC is provided to the University community on the [University's Title IX Resource Page](#). PSARC has specially trained nurses on-call 24 hours a day, seven days a week who will perform a rape exam, collect evidence and provide advice and counseling referrals to victims of rape and sexual violence. The PSARC on-call response is activated through:

- **Philadelphia Police Special Victims Unit**
300 East Hunting Park Avenue Philadelphia, PA 19125
215.425.1625
215.800.1589
- **Jefferson University Hospital, Emergency Department & Sexual Assault Center**
132 South 10th Street (On the corner of 10th and Sansom Streets)
215.955.6840 (Emergency)

- **Hahnemann University Hospital**
230 North Broad Street (on the corner of Broad and Vine Streets)
215.762.7963 (Emergency)

Centralized University Reporting Options

To enable the University to respond to all reports in a prompt and equitable manner, any individual who wishes to report an incident of sexual harassment or misconduct is encouraged to make a direct report to the Office of Equality and Diversity and the University's Title IX Coordinator at 215.895.1405 or TitleIX@drexel.edu. Reports can also be made in person, or anonymously via phone or online.

It is common for a student or employee to instead report sexual harassment or misconduct to another trusted employee of the University. For example, a student may choose to confide in an RA, a faculty member or a coach. Similarly, an employee may choose to confide in a supervisor. For that reason, all such persons are trained on their mandatory reporting responsibilities under Drexel's Sexual and Gender-Based Harassment and Misconduct Policy. The policy requires that all officers, deans, department heads, faculty members, academic advisors, directors, supervisors, professional staff, student employees, or volunteers who are responsible for student welfare must report any and all incidents of discrimination and harassment to Title IX Coordinator in the Office of Equality and Diversity, regardless of whether the individual witnessed the incident or learned of it through the Complainant or a third party.

Title IX Team

The Title IX Coordinator, working with the Title IX team, ensures that the University responds to all reports in a timely, effective and consistent manner. The Title IX Coordinator is charged with the review, investigation and resolution of all reports to ensure consistent application of policy and the integrated provision of interim measures to support the individuals involved and protect campus safety. The Title IX team always consists of: Title IX Coordinator, Deputy Title IX Coordinator(s), and Department of Public Safety. Depending on the nature of the report, it may also include Office of Student Conduct and Community Standards, the Dean of Students, Residential Living, Fraternity and Sorority Life, the Director of Human Resources, and the Provost's Office, as applicable.

Choosing Whether and Where to Report

The University recognizes that an individual's decision whether or not to report sexual harassment or misconduct is personal, and that there is no one "right" way to respond. Not every individual will be prepared to make a report to the University or to law enforcement, and individuals are not expected or required to pursue a specific course of action. Moreover, an individual does not have to decide whether or not to request a specific course of action at the time the report is made. The University recognizes that choosing to make a report, and deciding how to proceed after making the report, can be a process that unfolds over time. At all times, the University will seek to respect an individual's autonomy in making these important decisions.

There are [Confidential Resources](#) on campus and in the community available to individuals not wishing to make a make a report to the University. A list of confidential resources is provided on the University's Title IX website and brochures and all Title IX trainings include information about confidential resources. The University respects the privacy interests of all individuals. All information

reported will be shared only with those University employees who will assist in the investigation and/or resolution of the complaint.

Anonymous Reporting

Any individual may make an anonymous report concerning an act of sexual harassment or misconduct. An individual may report the incident without disclosing their name, identifying the respondent or requesting any action. Depending on the level of information available about the incident or the individuals involved, however, the University's ability to respond to an anonymous report may be limited.

Anonymous reports may be made by telephone to the Drexel University EthicsPoint Hotline: 866.358.1010 or online at drexel.ethicspoint.com. EthicsPoint is a service that allows anyone to report suspected misconduct or other issues with complete confidentiality. This service allows the person making the report and University administrators to confer about additional details, while the reporting party's identity remains confidential. All reports will go to the Title IX Coordinator.

Anonymous crime tips can also be sent using the Drexel Guardian mobile application or via the [Crime Tipline](#) form on the Public Safety website.

Time Frame for Making a Complaint

There is no time limit on making a complaint of sexual misconduct to University administration. However, individuals are strongly encouraged to report incidents of, or share information about, sexual misconduct as soon as possible after the incident occurs. Complainants are informed that the thoroughness of a sexual misconduct investigation is greatly enhanced if evidence is collected, preserved and maintained, witnesses are located, and statements are memorialized immediately.

The University may not be able to pursue disciplinary action against an individual who is no longer affiliated with the University. The University, however, will still conduct a Title IX review, offer appropriate accommodations to a Complainant, and take appropriate action to eliminate a hostile environment.

Coordination with Law Enforcement

The University encourages Complainants to pursue criminal action for incidents of sexual harassment or misconduct that may also be crimes under Pennsylvania law. In every case of sexual violence, the University, through the Department of Public Safety, will notify the Philadelphia Police Department of the allegations. The University will also assist a Complainant in making a criminal report and will cooperate with law enforcement agencies if a Complainant decides to pursue the criminal process to the extent permitted by law. However, a Complainant may also choose not to pursue criminal action, and under most circumstances, the Philadelphia Police Department will not force a Complainant to pursue charges if they are not willing to do so.

A Complainant may seek resolution through the University's complaint process, may pursue criminal action, may do one but not the other, or may do both. The University's policy, definitions and burden of proof may differ from Pennsylvania criminal law. As such, neither law enforcement's determination of whether or not to prosecute a Respondent, nor the outcome of any criminal prosecution, will be determinative of whether sexual harassment or misconduct under Drexel's policy has occurred. Proceedings under the Sexual and Gender-Based Harassment and Misconduct Policy may be carried out

prior to, simultaneously with, or following civil or criminal proceedings off-campus.

At the request of law enforcement, the University may agree to defer its Title IX fact-gathering until after the initial stages of a criminal investigation. The University will nevertheless communicate with the Complainant regarding Title IX rights, procedural options and the implementation of interim measures to assure safety and well-being. The University will promptly resume its Title IX fact-gathering as soon as law enforcement has completed its initial investigation.

No Contact Orders and Orders of Protection

No Contact Order

A Complainant or Respondent may request, or the University may impose, communication and contact restrictions to prevent further potentially harmful interaction. These communication and contact restrictions generally preclude in-person, telephone, electronic or third-party communications. A student or employee can always request modification of the order. The University may also limit an individual or organization's access to certain University facilities or activities as part of the no contact order.

Protection From Abuse Order or Sexual Violence Protection Order

In some cases, an individual may wish to consider a Protection From Abuse Order from the local courts of the Commonwealth of Pennsylvania. This is a civil proceeding independent of the University. If a court order is issued the University will, to the extent possible, assist the protected person in benefitting from the restrictions imposed by the court and will also facilitate on-campus compliance with the order. The court enforces the order through law enforcement. The University does not enforce the order but does enforce its own rules. It is important to note that a civil court order may, unless the court is fully informed, prevent the University from conducting a hearing in which students who are subject to the order want to be present and provide information.

Confidentiality of Victims and Other Necessary Parties

The University is committed to protecting the privacy interests of all individuals involved in a report of sexual or gender-based harassment or misconduct. In any report, investigation or resolution of an allegation of sexual and gender-based harassment or misconduct, every effort will be made to protect the privacy interests of the individuals involved in a manner consistent with the need for a thorough review of the allegation and the protection of any individual or the broader campus community. Information related to a report of harassment or misconduct will be shared only with those University employees who "need to know" in order to assist in the investigation and/or resolution of the complaint. At all times, the privacy of the parties will be respected and safeguarded. All University employees who are involved in the review, investigation or resolution of a report, including conduct board members, have received specific training regarding the safeguarding of private information.

Students or employees wishing to obtain confidential assistance with or access to campus resources without making a report to the University may do so by speaking with professionals who are obligated by law to maintain confidentiality. These professionals, who are identified in the Resources section of the Sexual and Gender-Based Harassment and Misconduct Policy, include individuals in the Student Health Center, the Student Counseling Center, pastoral counselors within Religious and Spiritual Life, and the Employee Assistance Program.

If a Complainant requests that their name or other identifiable information remain confidential, the

University will at all times seek to respect the request of the Complainant, and where it cannot do so, the University will communicate with the Complainant about the reasons why the request for confidentiality cannot be honored. In all cases where confidentiality is requested, the University will balance this request with its obligation to provide a safe and non-discriminatory environment for all University community members. The University will weigh the request for confidentiality against the following factors: the seriousness of the alleged conduct, any potential threats to community safety, the respective ages and positions of the Complainant and the Respondent, whether there have been other harassment complaints against the Respondent, and the Respondent's right to receive information under applicable law. In all cases the University will take reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or request not to pursue an investigation, but its ability to investigate may be limited by the request for confidentiality.

When the University honors a Complainant's request for confidentiality after weighing all relevant factors, it will nevertheless continue to take appropriate steps to limit the effects of the alleged misconduct and to aid in the prevention of its recurrence.

If a report of misconduct discloses an immediate threat to the health or safety of the University campus community, the University will issue a timely notice of the conduct to the community to protect the health or safety of the broader campus community, pursuant to the Clery Act. Immediately threatening circumstances include, but are not limited to, recently reported incidents of sexual misconduct that include the use of force, a weapon, or other circumstances that represent a serious and ongoing threat to the University students, faculty, administrators, professional staff or visitors.

All resolution proceedings are conducted in compliance with the requirements of FERPA, the Clery Act, Title IX and University policy. No information shall be released from such proceedings except as required or permitted by law or University policy.

Appropriate and Available Services for Victims

All Drexel community members can expect notice of confidential and non-confidential but private resources, including medical treatment and mental health counseling services, both on campus and in the community.

The University is committed to treating all individuals with dignity, care and respect. A Complainant, Respondent, or any other individual impacted by a report of sexual or gender-based harassment or misconduct will have equal access to support, resources and counseling services through the University. The University recognizes that any individual involved in an incident of sexual or gender-based harassment or misconduct may have questions, and we encourage Drexel community members to seek the support of campus and community resources. The University's Title IX Coordinator or Deputy Title IX Coordinators can provide guidance in making decisions, obtaining information about available resources, and assisting any party in the event that an official report and/or resolution is pursued. Individuals are encouraged to use all available resources, regardless of whether the incident occurred recently or in the past.

All Drexel community members can expect:

- the opportunity to meet with the Title IX or Deputy Title IX Coordinator or a member of the Title IX Team to answer questions regarding the University's complaint processes for sexual and

- gender-based harassment and misconduct;
- notice of confidential and non-confidential but private resources, including medical treatment and mental health counseling services, both on campus and in the community;
- notice of the option to pursue law enforcement action and to be assisted by the Drexel University Police Department in making a report;
- that the University take appropriate steps to protect individual safety and well-being and to maintain a campus environment free from harassment; and,
- the right to be free from retaliation.

Confidential Resources and Support

The University encourages all Drexel community members to report an incident of sexual or gender-based harassment and misconduct. The University recognizes, however, that not every individual will choose to make a formal report with the University or with local law enforcement. As such, the University offers several confidential resources available for students, professional staff and faculty.

Individuals seeking to talk to someone about an incident of sexual harassment or misconduct in a confidential manner without making a report to the University or triggering any investigation or action by the University may utilize the following confidential medical, mental health, and clerical resources. These resources hold a statutorily-protected confidentiality that prohibits the release of an individual's information without that individual's express consent (except under limited circumstances that pose an imminent danger to the individual or to others).

Student Resources

The Counseling Center

Creese Student Center, Suite 201, 215.895.1415

Students who have been subjected to sexual misconduct and those who have been accused of sexual misconduct may discuss their situations confidentially with counselors at the Counseling Center. An individual's conversations with University counselors will not be disclosed to anyone else in the University except in cases of a threat of imminent physical harm.

Student Health Center

University City Science Center, 3401 Market Street, Suite 105B, 215.220.4700

Any individual who believes they have been the victim of sexual misconduct should seek medical treatment immediately. The Drexel Student Health Center (DSHC) is staffed with faculty physicians and nurse practitioners from the Drexel University College of Medicine Department of Family and Community Medicine. DSHC provides a range of health services in a confidential environment.

Pastoral Counselors affiliated with Spiritual and Religious Life

James E. Marks Intercultural Center, 3225 Arch Street, 215.895.2501

Pastoral Counselors provide essential support to the students, faculty and professional staff of Drexel University in the expression, understanding and practice of faith, and they cultivate mutual respect for the variety of faith traditions represented by the members of the Drexel University community. Pastoral Counselors currently affiliated with the University include professional religious staff from Open Door Christian Community, Baptist Campus Ministries, Hillel of Greater Philadelphia and Newman Catholic Campus Ministry.

Employee Resources

Employee Assistance Program

Employees may also receive confidential counseling services through the Employee Assistance Program, which is handled through Health Advocate. The program provides guidance and counseling for faculty and professional staff. For questions or assistance, call Health Advocate directly at 866.799.2728 or visit the Health Advocate [website](#).

Drexel Medicine University City

Located at the University City Science Center at 34th and Market streets, adjacent to the Drexel Student Health Center, the medical practice is staffed by faculty physicians from Drexel University College of Medicine's Department of Family, Community & Preventive Medicine. For questions or to schedule an appointment, call 215.220.4720 or visit the [website](#).

Campus Resources

In addition to the confidential resources listed above, all Drexel community members have access to a variety of resources provided by the University. These resources can facilitate crisis intervention services, counseling, academic support and medical services. All of the professional staff listed below are trained to support individuals affected by sexual and gender-based harassment or misconduct and to coordinate with the University's Title IX Coordinator in order to provide a consistent University response and promote a safe and healthy educational and employment environment. While not bound by confidentiality, these resources will maintain an individual's privacy within the limited circle of those involved in the University's Title IX investigation and resolution.

Office of Equality & Diversity

James E. Marks Intercultural Center, 3225 Arch Street, 215.895.1405

Drexel University Department of Public Safety

3201 Arch Street, Third Floor, 215.895.2222 (Emergency), 911 (Emergency)

Community Resources

Students and employees may also access resources in the local community. These organizations can provide crisis intervention services, counseling, medical attention and assistance in navigating the criminal justice system. All individuals are encouraged to utilize the resources best suited to their needs, whether on or off campus. In general, off campus resources can provide assistance to individuals wishing to make a report to the University, but will not notify the University without the consent of the Complainant.

See the University's Title IX Resource Page at drexel.edu/titleix.

Academic, Employment or Residence Modifications

A Complainant or Respondent may request an academic or employment accommodation or a change in residence after a report of sexual or gender-based harassment or misconduct. An individual who requests assistance in changing their academic or living situation after an incident of sexual misconduct will receive appropriate and reasonably available accommodations. These may include:

- academic accommodations, including a change in class schedule, taking an incomplete, dropping a course without penalty, attending a class via Skype or other alternative means, providing an academic tutor, or extending deadlines for assignments;
- change in housing assignment;
- change in work assignment or schedule; and/or

- providing an escort to ensure safe movement between classes and activities.

Emotional Support

The University will provide counseling services through the Counseling Center or will assist in providing a referral to off campus agencies as detailed in the Campus and Community Resources section of this policy. Counseling and emotional support is available to any member of the campus community.

Interim Separation

Where the report of sexual or gender-based harassment or misconduct poses an ongoing risk of harm to the safety or well-being of an individual or members of the campus community, the University may place an individual or organization on interim suspension or impose leave for an employee. Pending resolution of the complaint, the individual or organization may be denied access to campus. When interim suspension or leave is imposed, the University will make reasonable efforts to complete the investigation and resolution within an expedited time frame.

Withholding Degree

A student's degree can be withheld and not immediately issued after degree completion if it is determined that withholding the degree is the most appropriate course of action. The University will make reasonable efforts to complete the investigation and resolution within an expedited time frame.

Procedures for Institutional Disciplinary action

The University will review and respond to all reports of sexual and gender-based discrimination, misconduct and harassment. The Title IX team, under the leadership of the Title IX Coordinator, will oversee the University's investigation and resolution. In every report of sexual or gender-based harassment or misconduct, the University will make an immediate assessment of any risk of harm to individuals or to the campus community and will take steps necessary to address those risks. These steps will include interim measures to provide for the safety of the individual and the campus community.

The initial review will proceed to the point where a reasonable assessment of the safety of the individual and of the campus community can be made. Thereafter, the investigation may continue depending on a variety of factors, including the Complainant's wish to pursue disciplinary action, the risk posed to any individual or the campus community by not proceeding, and the nature of the allegation. The University's responsibility to review all allegations of sexual or gender-based harassment or misconduct exists regardless of whether that review culminates in additional investigation or goes before a conduct board, and exists independently of the criminal justice process.

Investigation

The University will designate an investigator of its choosing. Any investigator used by the University, whether internal or external, must have specific training and experience investigating allegations of sexual misconduct and harassment. The investigation will be thorough, impartial and fair, and all individuals will be treated with the appropriate sensitivity and respect.

Typically, all criminal sexual misconduct allegations will be investigated by the Special Victims Unit of the Philadelphia Police Department in conjunction with Drexel's Department of Public Safety. All other sexual and gender-based harassment and misconduct allegations will be investigated by OED, depending on the facts and circumstances of the case.

As described in the Privacy section, all University investigations will respect individual privacy concerns.

The first step of an investigation will usually be a preliminary interview of the Complainant by a member of the Title IX team. The investigator will then coordinate the gathering of information from the Complainant, the Respondent, and any other individuals who may have information relevant to the determination. The investigator will also gather any available physical or medical evidence, including documents, communications between the parties, and other electronic records as appropriate. The investigator may also consider prior allegations of, or findings of responsibility for, sexual or gender-based harassment or misconduct by the Respondent.

Information gathered during the review or investigation will be used to evaluate the responsibility of the Respondent, provide for the safety of the individual and the University campus community, and impose remedies as necessary to address the effects of the alleged conduct. Based on the results of the review or investigation, the University will take appropriate measures designed to end the misconduct, prevent its recurrence and address its effects.

Request for Confidentiality

Where the University has received a report of sexual- or gender-based harassment or misconduct, but the Complainant requests that their identity remain confidential or that the University not pursue an investigation, the University must balance this request in the context of its responsibility to provide a safe and non-discriminatory environment for all University community members. The University will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or request not to pursue an investigation, but its ability to investigate may be limited by the request for confidentiality. Under these circumstances, the University will weigh the request for confidentiality against the following factors: the seriousness of the alleged harassment, any potential threats to community safety, the respective ages and positions of the Complainant and the Respondent, whether there have been other harassment or misconduct complaints against the Respondent, and the Respondent's right to receive information under applicable law.

At all times, the University will seek to respect the request of the Complainant, and where it cannot do so, the University will consult with the Complainant and keep them informed about the chosen course of action.

Time Frame for Resolution

The investigation and resolution of all reports will generally be completed within 60 days. Extenuating circumstances may arise that require the complaint process to extend beyond 60 days. In the event that the investigation and resolution exceed this time frame, the University will notify all parties of the need for additional time, and best efforts will be made to complete the process in a timely manner. In general, a Complainant and Respondent can expect to receive periodic updates as to the status of the review or investigation.

Title IX Inquiry

The University is dedicated to assisting individuals who are victims of sexual or gender-based harassment or misconduct. Complainants are encouraged, but never pressured, to participate in the University's investigation and hearing process so that the facts of each report can be explored, and responsible parties can be held accountable for their misconduct, if warranted.

If a Complainant chooses not to participate in a full investigation and/or conduct board, a Title IX inquiry and review may still move forward. The purpose of this inquiry is to review the report and seek to reach a resolution that will eliminate any harassment, prevent its recurrence, and address its effects.

When a Complainant requests that a hearing not occur, the University will make every reasonable effort to comply with that request. There may be exceptional circumstances when the University decides to proceed with a hearing despite the request of a Complainant. The Complainant, however, will not be required to participate in a hearing process.

As noted above, where the University has received a report of sexual or gender-based harassment or misconduct, but the Complainant requests that their identity remain confidential or that the University not pursue an investigation, the University will balance this request with its responsibility to provide a safe and non-discriminatory environment for all University community members.

If the University is satisfied that the matter can be resolved without invoking the disciplinary process, the University will inform the Complainant in writing of the outcome of the investigation and any action taken by the University. In cases where the Respondent has been notified of the complaint, the Respondent will also be notified in writing.

Upon the conclusion of an investigation, both parties will be advised in writing of the investigator's determination. Also, depending on whether a student or employee is involved, the investigator's determination will be forwarded to the Office of Student Conduct and Community Standards, the Office of the Provost, or Human Resources, as appropriate.

Resolution

The Title IX team oversees the resolution of reported harassment and misconduct through the College's complaint processes. The process will be determined by the role of the Respondent:

- Complaints against students will be resolved under the Student Code of Conduct. See Appendix A.
- Complaints against all employees (both faculty and professional staff) will be resolved utilizing the procedures outlined in Appendix B.

Each process is guided by the same principles of fairness and respect for all parties. Before any disciplinary action is taken, all parties will have notice of the allegations, the opportunity to respond, and the opportunity to be heard. Resources are available for both students and employees, whether as Complainants or Respondents, to provide guidance and support throughout the investigation and resolution of the complaint.

Procedures for Resolving Reports Against Students (From OED-3 Appendix A)

I. Overview of Procedural Options

Any person may make a report against any student or student organization for alleged violation(s) of a University policy, rule, regulation, or standard of conduct. Although a report may come in through many sources, the University is committed to ensuring that all reports are referred to the Title IX Coordinator (or OED), who will ensure consistent application of the policy to all individuals and allow the University to respond promptly and equitably to eliminate the prohibited conduct, prevent its recurrence, and

address its effects.

Per the Sexual and Gender-Based Harassment and Misconduct Policy (OED-3), upon receipt of a report, the University will conduct an initial assessment, described in OED-3 as a Title IX Inquiry. The Title IX Inquiry will consider the nature of the report; the safety of the Complainant, any other individual and of the broader campus community; the Complainant's expressed preference for resolution; and the necessity for any interim remedies or accommodations to protect the safety of the Complainant or the community.

Following the Title IX Inquiry, the University may, at the discretion of the Title IX Coordinator: 1) seek a voluntary and informal resolution that does not involve disciplinary action against a Respondent; or, 2) initiate a Title IX Investigation to determine if there is sufficient information to refer the report for disciplinary action. Each resolution process is guided by the same principles of fairness and respect for all parties. Resources are available for both students and employees, whether as Complainants or Respondents, to provide support and guidance throughout either process. Reasonably available interim measures will be provided regardless of the chosen course of action.

At every stage in the process, the Complainant and Respondent are each entitled to an advisor of their choice. The advisor may accompany a Complainant or Respondent to any disciplinary proceeding or related meeting. The advisor may not be a party or witness involved in the investigation, nor may the advisor speak or otherwise participate in the hearing or meetings.

II. Voluntary and Informal Resolution

Voluntary and informal resolution is designed to eliminate a hostile environment without taking disciplinary action against a Respondent. Where the Title IX Inquiry concludes that an alternative to a Title IX Investigation may be appropriate, the University will take immediate and corrective action through the imposition of individual and community remedies designed to maximize the Complainant's access to the educational, extracurricular and employment activities at the University and to eliminate a hostile environment.

Examples of protective measures and accommodations are outlined in the Interim Measures section of OED-3. Other potential remedies include targeted or broad-based educational programming or training, supported direct confrontation of the Respondent and/or indirect action by the Title IX Coordinator or the University. Depending on the form of voluntary and informal resolution used, it may be possible for a Complainant to maintain anonymity.

The University may offer mediation for appropriate cases but will not compel a Complainant to engage in mediation, to directly confront the Respondent, or to participate in any particular form of resolution. Mediation, even if voluntary, may not be used in cases involving sexual assault. Participation in informal resolution is voluntary, and a Complainant can request to end the informal resolution process at any time.

The Title IX Coordinator will maintain records of all reports and conduct resolved through voluntary and informal resolution, which will typically be completed within sixty (60) calendar days of the initial report.

III. Title IX Investigation

As described in OED-3, the University, through the Title IX Coordinator, will designate an investigator of its choosing. Any investigator used by the University, whether internal or external, must have specific

training and experience investigating allegations of sexual misconduct and harassment. The investigation will be thorough, impartial and fair, and all individuals will be treated with the appropriate sensitivity and respect.

The first step of an investigation will usually be a preliminary interview of the Complainant by a member of the Title IX team. The investigator will then coordinate the gathering of information from the Complainant, the Respondent, and any other individuals who may have information relevant to the determination. The investigator will also gather any available physical or medical evidence, including documents, communications between the parties, and other electronic records as appropriate. The investigator may also consider prior relevant allegations of, or findings of responsibility for, sexual misconduct by the Respondent. The investigator will determine the relevancy of any proffered information. The investigator will not consider statements of personal opinion and statements as to any party's general reputation for any character trait.

Complainants are encouraged, but never pressured, to participate in the University's investigation and hearing process so that the facts of each report can be explored and responsible parties held accountable for their misconduct, if warranted. If a Complainant chooses not to participate in a full investigation and/or disciplinary proceeding, the University may assist the Complainant in seeking a voluntary and informal resolution. When a Complainant requests that a hearing not occur, the University will make every reasonable effort to comply with that request. As explained more fully in OED-3, there may be exceptional circumstances when the University decides to proceed with a hearing despite the request of a Complainant. The Complainant, however, will not be required to participate in a hearing process.

At the conclusion of the fact gathering phase of the investigation, the Complainant and Respondent shall both be given an opportunity to review a draft investigative report and offer any additional information or comment or request that additional investigative steps be taken.

After incorporating any comments by the parties, the investigator, in consultation with the Title IX Coordinator, will make a threshold determination whether the elements of a policy violation have been raised and whether a reasonable person could conclude, based on the information gathered in the investigation, that a violation of OED-3 or any other University policy had occurred.

Upon the conclusion of an investigation, both parties will be advised in writing of the investigator's determination. The parties will have the opportunity to meet with the Title IX Coordinator to review the investigative report, the threshold determination and discuss next steps including the student conduct process.

The investigation will typically be completed within thirty (30) calendar days of the initiation of the investigation, although the complexity of a report may require a longer time frame. The time frame may be extended for good cause to ensure the integrity and completeness of the investigation, to accommodate the availability of witnesses, to address University breaks or vacations, or other legitimate reasons. Any extension of the timeframes, and the reason for the extension, will be shared with the parties in writing.

IV. Administrative Review of Determination that the Policy Elements Have Not Been Raised

If the determination has been made that the elements of a policy violation have not been raised, or that a reasonable person could not conclude, based on the information gathered in the investigation, that a

policy violation had occurred, the Complainant may request Administrative Review of the finding by submitting a written request to the Title IX Coordinator within five (5) calendar days within receipt of the determination. Administrative Review will be conducted by an impartial decision-maker selected by the Title IX Coordinator (“Reviewer”). The Reviewer may consult with the investigator, the Complainant, the Respondent, or any other individual with relevant information. The Complainant or Respondent also may submit additional information to the Reviewer in writing. The Reviewer may agree with the investigative finding, request additional investigative follow-up, or direct that the report be forwarded to the Office of Student Conduct and Community Standards for further action. The Reviewer will render a decision in writing to both the Complainant and Respondent within thirty (30) calendar days of the request for review. The decision of the reviewer to take no further action is final and may not be appealed.

V. Adjudication and Disciplinary Action

If the determination has been made that the elements of a policy violation have been raised, or that a reasonable person could conclude, based on the information gathered in the investigation, that a policy violation occurred, the Title IX Coordinator will direct the manner of resolution, which may include a form of informal and voluntary resolution (see above), acceptance of responsibility by the Respondent or adjudication. Permissible manners of adjudication include: 1) resolution by an external adjudicator or 2) resolution by a Conduct Board. In either manner of adjudication, the standard for evaluating whether OED-3 has been violated is preponderance of the evidence.

A. Acceptance of Responsibility

After receiving the formal charge(s) from the Office of the Student Conduct and Community Standards, the Respondent may choose not to contest the charge(s) and give up the right to a hearing by accepting responsibility for all charges. If a Respondent accepts responsibility, the Complainant will be notified in writing and both parties will have the opportunity to submit written information for consideration by the Office of Student Conduct and Community Standards; a Complainant may submit an impact statement, and a Respondent may submit a mitigation statement.

The Office of Student Conduct and Community Standards, in consultation with the Title IX Coordinator, will impose the appropriate sanction(s) (see below for guidelines and range of permissible sanctions). The Complainant and Respondent will be simultaneously notified of the sanction(s) and rationale for the sanction in writing, and this sanction decision may only be appealed by both parties based on Severity of Sanction. If there is no appeal by either party, the sanction imposed by the Office of Student Conduct and Community Standards will be final.

B. Choice of Adjudicator

Where it is determined that the report should be adjudicated by a Conduct Board, the Title IX Coordinator and Office of Student Conduct and Community Standards shall designate Conduct Board members who are trained, neutral, impartial and free from conflict.

At the discretion of the Title IX Coordinator, in consultation with other relevant University constituents, the University may engage an external adjudicator to serve in lieu of the hearing panel whenever, in the exercise of judgment, doing so will best serve the fair and equitable resolution of the complaint. In making the determination to select an external adjudicator, the Title IX Coordinator will consider, among other factors, the nature of the report, the complexity of the facts, whether there is any issue of conflict of interest, the availability of trained panel

members for the hearing, whether the University is in session or on break, or any other relevant factors.

The external adjudicator will be a neutral party outside of the University, usually an attorney, retired judge or seasoned student conduct administrator, who is trained and experienced in dispute resolution, the dynamics of sexual misconduct, and the University's policies and procedures. The external adjudicator is supported by the Title IX Coordinator (or designated Deputy Title IX Coordinator) and a designee of Student Life (oversees Student Conduct processes on campus), who will be present during the hearing to serve as a resource for the external adjudicator on issues of policy and procedure, and to assure that policy and procedure are appropriately followed throughout the hearing.

C. Hearing Procedures

Regardless of whether an external adjudicator or conduct board is used, the hearing procedures are the same. In advance of the hearing, a designee of Student Life (oversees Student Conduct processes on campus) will provide the investigative report to the designated external adjudicator/conduct board. The external adjudicator/conduct board will have an opportunity to review the investigative report at least five (5) calendar days prior to the hearing.

The Complainant, Respondent and witnesses will be notified in writing as to the time, date and location of the hearing. Hearings before the external adjudicator/Conduct Board are not open to the public.

Unless the Complainant has declined to participate in the investigation or hearing process, both the Complainant and Respondent will be expected to appear before the external adjudicator/conduct board. The Complainant and the Respondent may be present throughout the hearing, although a Complainant or Respondent may request alternative options that would not require physical proximity to the other party, including participating via a remote electronic method.

In the event of a concurrent criminal investigation, either party may decline to present information at the hearing; no adverse inference will be drawn against the party. Failure to attend the hearing may subject the Respondent and witnesses to disciplinary or other appropriate action. If either party fails to attend the hearing, fails to arrive at the scheduled time, or declines to present additional information, the external adjudicator/conduct board may consider all information gathered in the investigation and any information presented at the hearing and proceed to a determination in the absence of the Complainant or Respondent.

The investigator will be responsible for presenting an overview of the investigation. Both the Complainant and the Respondent will have an opportunity to present brief introductory remarks to the external adjudicator/conduct board. The external adjudicator/conduct board may also choose to hear from and question witnesses. All questioning will be conducted by the external adjudicator/conduct board. The parties may not directly question one another or any witness, although they may proffer questions for the external adjudicator/conduct board, who may choose, in their discretion, to pose appropriate and relevant questions of the investigator, the parties and the witnesses. Prior to the conclusion of the hearing, the parties shall have the opportunity for a short recess, of up to fifteen (15) minutes, to meet with their respective advisors and prepare for any brief concluding remarks.

If the external adjudicator/conduct board determines, by a preponderance of the evidence standard (“more likely than not”), that the Respondent has violated the Sexual and Gender-Based Harassment and Misconduct Policy (OED-3), both parties will be simultaneously notified of the outcome in writing. If there is a finding of responsibility, both parties will be given an opportunity to submit written information for consideration in determining appropriate sanctions; a Complainant may submit an impact statement, and a Respondent may submit a mitigation statement.

Depending on the manner of adjudication, sanctioning will occur as follows:

- The Executive Director for Residential Living and Student Conduct (or designee from Student Life), in consultation with the Title IX Coordinator and external adjudicator, will determine the appropriate sanction.
- The Conduct Board will recommend a sanction to the Executive Director for Residential Living and Student Conduct (or designee from Student Life), who will, in consultation with the Title IX Coordinator, determine the appropriate sanction.

Both parties will receive simultaneous written notice of the outcome, the sanction and the rationale for both within ten (10) calendar days of the conclusion of the hearing.

There will be a single verbatim audio recording of all hearings before the external adjudicator/conduct board, which will be the sole property of Drexel University. This recording will be maintained only until the appeal process has concluded or until the time of appeal has lapsed. At that time, the recording shall be destroyed.

VI. Sanction Guidelines for Violating the Sexual Harassment and Misconduct Policy

The University considers the sanctions listed below to be guidelines when adjudicating Sexual and Gender-Based Harassment and Misconduct policy violations. Each incident is reviewed on an individual basis. The Policy prohibits a broad range of behaviors, all of which are serious in nature. Depending on the specifics of the incident, more or less severe sanctions may be imposed.

In determining the appropriate sanction, the adjudicator shall consider the following factors:

- the nature and violence of the conduct at issue;
- the impact of the conduct on the Complainant or other appropriate parties;
- the impact or implications of the conduct on the community or the University;
- prior misconduct by the Respondent, including the Respondent’s relevant prior discipline history, both at the University or elsewhere (if known), including criminal convictions;
- whether the Respondent has accepted responsibility for the conduct;
- maintenance of a safe and respectful environment conducive to learning;
- protection of the University community; and
- any other mitigating, aggravating, or compelling circumstances in order to reach a just and appropriate resolution in each case.

Sanctions that may be imposed under this policy include:

- **Expulsion:** Expulsion is permanent termination of student status and exclusion from University premises, privileges, and activities. Tuition and general University fee refunds will be determined in accordance with the University refund policy as approved by the Board of Trustees. In the case of a student organization, the group will lose its official recognition,

allocated funding, and all other privileges.

- **Withdrawal of (rescind) degree:** Withdrawal of degree is a permanent disaffiliation between the Student and the University evidenced specifically by the University's decision to rescind a degree already conferred as cited at drexel.edu/provost/policies/withdrawal_degree. Tuition and general University fees will not be refunded. This sanction would be imposed at the recommendation of the provost and in response to a student being in violation of the Academic Integrity policy or at the recommendation of the vice president and dean of student life and in response to a student being in violation of the Code of Conduct.
- **Withholding of a degree:** A student's degree can be withheld and not immediately issued after degree completion if it is determined that withholding the degree is the most appropriate course of action in lieu of suspension or other comparable action.
- **Suspension:** Suspension is a separation of the student from the University for a specified period of time. A suspended student will be withdrawn from all courses and may not attend classes, take exams, receive grades, maintain a position as a co-op student, hold a leadership position, or be on University premises without the authorization of the vice president for Public Safety or designee throughout the entire duration of the suspension period. In the case of a student organization, suspension will result in the loss of privileges including, but not limited to, the use of campus facilities, participation in University activities, hosting and/or participating in events with alcohol, use of allocated funds, and sponsorship of official activities. Loss of privileges may also include recruitment and pledging activities.
- **Deferred suspension:** Deferred suspension serves as a final warning to a student that if the student is again found in violation of any University policy, the University is obligated to consider suspension as a primary response.
- **Loss of housing:** A student is involuntarily removed from University housing for a designated period of time. Removal from University housing means the student must properly check out of their room in accordance with existing University procedures within the time constraints established by the Office of Residential Living and Student Conduct. As indicated in the occupancy agreement, the resident will be liable for the full room charge specified if a replacement assignment cannot be made by the Office of University Housing. The sanction conferred by the Office of Residential Living and Student Conduct may stipulate requirements that must be fulfilled for reinstatement into University housing. Deferred loss of housing:
- **Deferred Loss of Housing** serves as a final warning that any further violation(s) of University policy obligates the University to consider Loss of Housing privileges as a primary response.
- **Ban from university housing/ban from residence halls:** A student is prohibited from entering all or specific residential buildings, including fraternity/sorority properties for a designated period of time.
- **Housing reassignment:** A student is involuntarily reassigned to a new campus location.
- **Restricted access:** The residence hall visitation and guest privileges of the resident student are

revoked for a designated period of time. Additionally, the student must sign in and out of the building in the Restricted Access Log each time the Student enters or exits the building.

- **Disciplinary probation:** Disciplinary Probation is a specific period of time during which the University provides the student or organization with the opportunity to prove that they will contribute in a positive manner to the University community. Should a student or organization violate University policies while on Disciplinary Probation, more severe sanctions shall be imposed. Disciplinary Probation will specify any restrictions with which the individual must comply, such as not representing the University in any extra-curricular activity or holding an office in any student group or organization.
- **Assignment of a constructive/ educational task:** A student is required to complete a task that benefits the individual, campus, or community. Examples include, but are not limited to, completing an educational module or class, performing community service, writing reaction or research papers, attending programs or lectures, or other educational sanctions deemed appropriate by the Office of Residential Living and Student Conduct.
- **Hold on records:** The enforcement of University policies may necessitate a hold on transcripts, grades, diplomas, or other official records pending the resolution of cases.
- **Notification of parent or legal guardian:** The University will inform a student's parent(s) or legal guardian(s) that the student has been found in violation of University rules and policies.
- **Fine:** The student or student organization is required to make a punitive monetary payment. Fines collected shall support Student Life educational initiatives.
- **Restitution:** The student or student organization is required to make monetary reimbursement for repair/replacement of property or service rendered to the University or to other persons, groups, or organizations for specified damages by a date designated by the Office of Residential Living and Student Conduct. These charges may not be in excess of the damage or loss incurred.
- **Disciplinary reprimand:** The student or student organization is informed that their actions were inappropriate and that better judgment is to be used in the future.

Other sanctions may be imposed instead of, or in addition to, those specified here. More than one of the sanctions listed above may be imposed for any single violation.

VII. Appeals

Both the Complainant and the Respondent may appeal the outcome or the sanction within ten (10) calendar days of receiving written notice of the outcome and sanction. The appeal shall consist of a plain, concise and complete written statement outlining the grounds for appeal and all relevant information to substantiate the basis for the appeal. Each party will be notified if the other party files an appeal, and will be provided the opportunity to respond in writing.

At the discretion of the Title IX Coordinator, an appeal may be assigned to either an Appellate External Adjudicator or the Office of Student Conduct and Community Standards Appeal Board. The Appellate External Adjudicator and the Office of Student Conduct and Community Standards Appeal Board shall

each be referred to as the “Appellate Authority” in the following procedures.

The Complainant and Respondent may appeal only the parts of final outcome directly relating to themselves. Dissatisfaction with the outcome of the hearing alone is not grounds for appeal. The Appellate Authority shall hear appeals on the following grounds:

- a) Severity of the sanction imposed: To determine whether the sanction(s) imposed was appropriate for the violation of OED-3 of which the student was found in violation.
- b) Improper procedure: To determine whether the original adjudication process was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures.
- c) New information that has become available that was not reasonably available at the time of the hearing: To consider new information sufficient to alter a decision or other relevant facts not brought out in the original adjudication process, because such information and/or facts were not known or reasonably available to the person appealing at the time of the original hearing.

Appeals are not intended to be full rehearing of the report. In most cases, appeals are confined to a review of the written documentation or record of the original hearing, and pertinent documentation regarding the grounds for appeal. This is not an opportunity for the Appellate Authority to substitute their judgment for that of the original hearing body, but rather may only make changes to the finding when at least one of the three specified grounds for appeal is established and a clear error or an abuse of discretion.

The Appellate Authority shall, in consultation with the Title IX Coordinator, make a determination on the case, within ten (10) calendar days of receipt of the appeal. The decision of the Appellate Authority is final.

Procedures for Resolving Reports Against Employees (From OED-3 Appendix B)

I. Overview of Procedural Options

Any person may make a report against any employee for alleged violation(s) of a University policy, rule, regulation, or standard of conduct. Although a report may come in through many sources, the University is committed to ensuring that all reports are referred to the Title IX Coordinator (or OED), who will ensure consistent application of the policy to all individuals and allow the University to respond promptly and equitably to eliminate the prohibited conduct, prevent its recurrence, and address its effects.

Per the Sexual Harassment and Misconduct Policy (OED-3), upon receipt of a report, the University will conduct an initial assessment, described in OED-3 as a Title IX Inquiry. The Title IX Inquiry will consider the nature of the report; the safety of the Complainant, any other individual and of the broader campus community; the Complainant’s expressed preference for resolution; and the necessity for any interim remedies or accommodations to protect the safety of the Complainant or the community.

Following the Title IX Inquiry, the University may, at the discretion of the Title IX Coordinator: 1) seek a voluntary and informal resolution that does not involve disciplinary action against a Respondent; or 2) initiate a Title IX Investigation to determine whether a violation has occurred. Each resolution process is guided by the same principles of fairness and respect for all parties. Resources are available for all

parties, whether as Complainants or Respondents, to provide support and guidance throughout either process. Reasonably available interim measures will be provided regardless of the chosen course of action.

II. Voluntary and Informal Resolution

Voluntary and informal resolution is designed to eliminate a hostile environment without taking disciplinary action against a Respondent. Where the Title IX Inquiry concludes that an alternative to a Title IX Investigation may be appropriate, the University will take immediate and corrective action through the imposition of individual and community remedies designed to maximize the Complainant's access to the educational, extracurricular and employment activities at the University and to eliminate a hostile environment.

Examples of protective measures and accommodations are outlined in the Interim Measures section of OED-3. Other potential remedies include targeted or broad-based educational programming or training, supported direct confrontation of the Respondent and/or indirect action by the Title IX Coordinator or the University. Depending on the form of voluntary and informal resolution used, it may be possible for a Complainant to maintain anonymity.

The University may offer mediation for appropriate cases but will not compel a Complainant to engage in mediation, to directly confront the Respondent, or to participate in any particular form of resolution. Mediation, even if voluntary, may not be used in cases involving sexual assault. Participation in informal resolution is voluntary, and a Complainant can request to end the informal resolution process at any time.

The Title IX Coordinator will maintain records of all reports and conduct resolved through voluntary and informal resolution, which will typically be completed within sixty (60) calendar days of the initial report.

III. Title IX Investigation

As described in OED-3, the University, through the Title IX Coordinator, will designate an investigator of its choosing. Any investigator used by the University, whether internal or external, must have specific training and experience investigating allegations of sexual misconduct and harassment. The investigation will be thorough, impartial and fair, and all individuals will be treated with the appropriate sensitivity and respect.

The first step of an investigation will usually be a preliminary interview of the Complainant by a member of the Title IX team. The investigator will then coordinate the gathering of information from the Complainant, the Respondent, and any other individuals who may have information relevant to the determination. The investigator will also gather any available physical or medical evidence, including documents, communications between the parties, and other electronic records as appropriate. The investigator may also consider prior relevant allegations of, or findings of responsibility for, sexual or gender - based misconduct by the Respondent. The investigator will determine the relevancy of any proffered information. The investigator will not consider statements of personal opinion and statements as to any party's general reputation for any character trait.

Complainants are encouraged, but never pressured, to participate in the University's investigation and disciplinary process so that the facts of each report can be explored and responsible parties held accountable for their misconduct, if warranted. If a Complainant chooses not to participate in a full

investigation and/or disciplinary proceeding, the University may assist the Complainant in seeking a voluntary and informal resolution. When a Complainant requests that an investigation not occur, the University will make every reasonable effort to comply with that request. As explained more fully in OED-3, there may be exceptional circumstances when the University decides to proceed with an investigation despite the request of a Complainant.

At the conclusion of the fact gathering phase of the investigation, the Complainant and Respondent shall both be given an opportunity to review a draft investigative report and offer any additional information or comment or request that additional investigative steps be taken.

After incorporating any comments by the parties, the investigator, in consultation with the Title IX Coordinator, will make a determination whether a policy violation has occurred.

Upon the conclusion of an investigation, both parties will be advised in writing of the investigator's determination. The parties will have the opportunity to meet with the Title IX Coordinator to review the investigative report, the finding, and discuss next steps.

The investigation will typically be completed within thirty (30) calendar days of the initiation of the investigation, although the complexity of a report or other factors may require a longer time frame. The time frame may be extended for good cause to ensure the integrity and completeness of the investigation, to accommodate the availability of witnesses, to address University breaks or vacations, or other legitimate reasons. Any extension of the timeframes, and the reason for the extension, will be shared with the parties in writing.

IV. Disciplinary Action

If the determination has been made that a policy violation has occurred, the Title IX Coordinator will coordinate any disciplinary action with Human Resources and the respondents' supervisor and/or other appropriate administrators with oversight over the relevant unit.

If a faculty member is found by OED to have violated this policy, the dean of the college, school, or center and the department head in which the faculty member has his or her primary appointment, in consultation with OED, will determine the appropriate disciplinary action to be taken against the faculty member to address the violation and to prevent its reoccurrence. The dean of the relevant college, school, or center will consult with the Provost, as needed, or if the disciplinary action contemplated is termination.

V. Discipline Guidelines for Violating the Sexual Harassment and Misconduct Policy

The University considers the discipline listed below to be guidelines when addressing Sexual Harassment and Misconduct policy violations. Each incident is reviewed on an individual basis. The Policy prohibits a broad range of behaviors, all of which are serious in nature. Depending on the specifics of the incident, more or less severe sanctions may be imposed. In determining the appropriate discipline, the University shall consider the following factors:

- the nature and violence of the conduct at issue;
- the impact of the conduct on the Complainant or other appropriate parties;
- the impact or implications of the conduct on the community or the University;
- prior misconduct by the Respondent, including the Respondent's relevant prior discipline history, both at the University or elsewhere (if known), including criminal convictions;

- whether the Respondent has accepted responsibility for the conduct;
- maintenance of a safe and respectful educational and employment environment;
- protection of the University community; and
- any other mitigating, aggravating, or compelling circumstances in order to reach a just and appropriate resolution in each case.

Discipline that may be imposed under this policy include:

- **Warning:** Notice, in writing, that continuation or repetition of prohibited conduct may be cause for additional disciplinary action.
- **Educational Requirements:** Completion of training, projects, programs, or requirements designed to help the employee manage behavior and understand why it was inappropriate. Includes appropriate and relevant community service opportunities.
- **Formal Performance Improvement Plan:** See Performance Improvement Process Policy, H.R. 43.
- **Restitution:** Repayment to the University or to an affected party for damages resulting from the policy violation.
- **Suspension:** Exclusion from University premises, attending classes, and other privileges or activities for a specified period of time, as set forth in the suspension notice. Notice of this action will remain in the employee's file. Conditions for return to work may be specified in the suspension notice.
- **Termination:** Permanent termination of employment status and exclusion from University premises, privileges, and activities. This action will be permanently recorded in the employee's file.

Other sanctions may be imposed instead of, or in addition to, those specified here. More than one of the sanctions listed above may be imposed for any single violation.

VI. Appeals

Both the Complainant and the Respondent may appeal the outcome or the sanction within ten (10) calendar days of receiving written notice of the outcome and sanction. The appeal shall consist of a plain, concise and complete written statement outlining the grounds for appeal and all relevant information to substantiate the basis for the appeal. Each party will be notified if the other party files an appeal and will be provided the opportunity to respond in writing.

At the discretion of the Title IX Coordinator, an appeal may be assigned to either an Appellate External Adjudicator or a senior University administrator. The Appellate External Adjudicator and the senior University administrator shall each be referred to as the "Appellate Authority" in the following procedures.

The Complainant and Respondent may appeal only the parts of final outcome directly relating to themselves. The Appellate Authority shall only hear appeals on the following grounds:

a) Severity of the sanction imposed: To determine whether the sanction(s) imposed was appropriate for the violation of OED-3 of which the employee was found in violation.

b) Improper procedure: To determine whether the original adjudication process was conducted fairly in light of the allegations and information presented, and in conformity with prescribed procedures.

c) New information that has become available that was not reasonably available during the investigation. To consider new information sufficient to alter a decision or other relevant facts not brought out in the original adjudication process, because such information and/or facts were not known or reasonably available at the time of the original hearing to the person appealing.

Appeals are not intended to be full re-investigations of the allegations. In most cases, appeals are confined to a review of the written documentation or record of the original investigation, and pertinent documentation regarding the grounds for appeal. This is not an opportunity for the Appellate Authority to substitute their judgment for that of the original decision-maker, but rather may only make changes to the finding when at least one of the three specified grounds for appeal is established and a clear error or an abuse of discretion.

The Appellate Authority shall, in consultation with the Title IX Coordinator, make a determination on the case, within ten (10) calendar days of receipt of the appeal. The decision of the Appellate Authority is final.

Written explanation of student's or employee's rights and options

When a student or employee reports to the institution that the student or employee has been a victim of dating violence, domestic violence, sexual assault or stalking, whether the offense occurred on or off campus, the University will provide the student or employee a written explanation of the student's or employee's rights and options including:

- Importance of preserving evidence
- How and to whom the offense should be reported
- Options about involvement of law enforcement and campus authorities
 - Option to notify proper law enforcement authorities, including on-campus and local police
 - Be assisted by campus authorities in notifying law enforcement if the victim so chooses
 - Decline to notify such authorities
 - Where applicable, the rights of victims and institution's responsibilities for orders of protection, no contact orders, restraining orders or similar lawful orders issued by a criminal, civil, or tribal court or by the institution
- Information about how the institution will protect the confidentiality of victims and other necessary parties
 - Within publicly available recordkeeping
 - When implementing accommodations/protective measures

- Options for, available assistance in, and how to request changes to
 - Academic situations
 - Living situations
 - Transportation situations
 - Working situations
 - Protective measures
- Explanation of procedures for institutional disciplinary action

Disclosures to Alleged Victims of Crimes of Violence of Non-forcible Sex Offenses

Drexel University will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Drexel University will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Megan's Law Website

Pennsylvania's legislature has determined that public safety will be enhanced by making information about registered sex offenders available to the public through the internet. Knowledge whether a person is a registered sex offender could be a significant factor in protecting individuals and family members or those in care of a group or community organization, from recidivist acts by registered sex offenders. The technology afforded by the Internet makes information on registered sex offenders readily accessible to the public, enabling them to undertake appropriate precautions to prevent or avoid placing potential victims at risk. Public access to information about registered sex offenders is intended solely as a means of public protection. The Megan's Law website is available at <http://www.pameganslaw.state.pa.us>

Missing Student Reporting Procedure

Drexel University has established the following procedure to assist in the reporting and location of students reported as missing.

The Higher Education Opportunity Act of 2008 requires that certain universities establish a missing student policy for students residing in on-campus housing. To this policy, a missing person will be considered anyone, whose whereabouts are unknown, whatever the circumstances of disappearance. They will be considered missing until located and their well-being established.

Students living in an on-campus student housing facility have the option to register a confidential contact person to be notified in the event that a student over the age of 18 years is determined to be missing. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. Students who want to register a contact person for this purpose can do so by logging into their DrexelOne account, and selecting the "Update Housing Emergency Contact" link, which can be found by selecting the "More BannerWeb Student Services" link under the "Grades, Transcripts and Records" menu.

A student shall be deemed missing when someone has a concern regarding the safety and security of a student whose whereabouts are unknown or unexplainable.

Reports of missing students must be directed to the Department of Public Safety, which has the responsibility and authority to investigate each report and determine whether the student is missing.

2018 Annual Report of Campus Security and Fire Safety Policies and Procedures

If you suspect that a student may be missing, contact the Department of Public Safety immediately at 215.895.2222.

When reporting a missing person, be prepared to provide the following information:

- Your name and contact information;
- Name of missing student;
- Any/all contact information for the student;
- Time and date last seen;
- Location last seen;
- Last known destination;
- Names of acquaintances; and
- Any additional information that may be important in helping to locate the missing person.

If the Drexel University Police Department's investigation determines that a student for whom a report has been filed is missing, they will notify the Philadelphia Police Department (PPD) within 24 hours and work in conjunction with the PPD to determine the whereabouts of the student. If the student is determined to have been missing for more than 24 hours, the Dean of Students and the Vice President of Public Safety or their designees will determine how best to make contact with the listed emergency contact.

If the missing student is under the age of 18, the University is required to contact the missing student's parent[s] or guardian.

REPORTABLE GEOGRAPHIC LOCATIONS

The Clery Act requires that Drexel University disclose statistics for offenses committed in certain specific geographic locations. To assist in the understanding of reportable locations, maps are provided at drexel.edu/publicsafety/policing-security/overview/ for each of the campuses.

The specific locations are defined as follows:

On Campus

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by Drexel University in direct support of, or in a manner related to, Drexel University's educational purposes, including residence halls.

In addition, any building or property that is within or reasonably contiguous to buildings or property described in the above paragraph, 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).

Residence Halls and Fraternities

Considered a subset of the "on-campus" category, the number of crimes reported for residence halls or other residential facilities must be less than or equal to the number of reported crimes for the on-campus category.

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 Drexel University 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.

On 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. This includes the sidewalk across the street, but does not include property beyond the sidewalk.

DEFINITION OF CRIMINAL OFFENSES

Crime Categories

All reported crimes are categorized in accordance with Uniform Crime reporting requirements established by the Federal Bureau of Investigation (FBI). The Uniform Crime Reporting Handbook located at [fbi.gov/about-us/cjis/ucr/additional-ucr-publications/ucr_handbook.pdf](https://www.fbi.gov/about-us/cjis/ucr/additional-ucr-publications/ucr_handbook.pdf) [PDF] contains definitions and classifications for all crime categories.

Criminal Homicide

Murder and Non-Negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter is defined as the killing of another person through gross negligence.

Sex Offenses

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 their age or because of their 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.

Robbery

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

Aggravated Assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary

The unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle.

Arson

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

Hate Crimes

The law requires the release of statistics by category of prejudice concerning the occurrence of hate crimes in the crime classifications listed in the preceding section and for other crimes involving bodily injury to any person in which the victim is selected because of the actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim.

In August of 2008, HEOA S 488, 20 U.S.C. S 1092 (f) (1) F (ii) modified the above hate crimes to include the following additional crimes under the hate crime category:

Larceny Theft

The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another.

Threats Intimidation (Includes Stalking)

To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Vandalism

To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Simple Assault

An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Arrests or Disciplinary Referrals

The Clery Act requires institutions to disclose both the number of arrests and the number of persons referred for disciplinary action for Illegal weapons possession, drug law violations and liquor law violations.

Weapons Violations:

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Drug Abuse Violations:

The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

Liquor Law Violations:

The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

Violence Against Women Reauthorization Act of 2013 (VAWA) Crimes

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA). In accordance with the act, The Higher Education Act has been amended to include the following crime categories, Domestic Violence, Dating Violence, Stalking and Sexual Assault. Definitions for these offenses are further defined in the [DATING VIOLENCE, DOMESTIC VIOLENCE and STALKING POLICY STATEMENTS](#) section of this document.

Crimes Involving Juveniles

A juvenile is anyone under the age of 18 years. Due to the seriousness of crimes involving juveniles there is an added duty of care. You must immediately report any and all incidents involving juveniles to the Drexel University Police Department at 215.895.2222 or Philadelphia Police at 911.

Minors Coordinator

Drexel University has been committed to providing the safest and most secure environment for all persons on our campuses. This is especially true for minor children who take part in programs, activities, services and events associated with Drexel University. Policies and procedures have been developed or revised to enhance the steps already undertaken for the protection of minors at Drexel University. The [Protection of Minors and Reporting Child Abuse Policy \(PS-1\)](#) was approved by the President's Cabinet in June 2015 and is being implemented throughout the University and its subsidiaries. This policy was created to address such critical issues as: Oversight and Approval of Programs involving Minors; Requirements for Housing/Hosting Minors on Campus; Standardizing Rules of Conduct for Minors on Campus; and Training for Safe Environment Issues and Mandated Reporting Requirements. The Minors Coordinator can be reached through the Department of Public Safety.

Victim Services Coordinator

The Drexel Public Safety victim services coordinator is available to assist with referrals to crisis/counseling centers and guide victims through the civil and criminal justice systems. The Victim Service Coordinator will work collaboratively with and serve as a liaison between the Drexel University Police Department, the Office of Equality and Diversity and the respective University offices and community agencies concerning to the victim. You can reach the Victim Services Coordinator by calling 215.895.6921 or via email at victimservices@drexel.edu.

CAMPUS INCIDENTS – DISSEMINATION OF INFORMATION

The Department of Public Safety works directly with the Philadelphia Police Department, other law enforcement agencies, businesses and academic institutions to share information related to crimes that impact our campuses and the surrounding communities. The sharing of information allows the Department of Public Safety to provide the students, faculty and professional staff with information that allows individuals to make informed decisions while on campus or traveling in the surrounding communities.

Daily Crime Log

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The Department of Public Safety maintains a daily crime log of all incidents in the Public Safety Office located at 3201 Arch Street, Suite 350, during normal business hours. An online version of the daily crime log is available at drexel.edu/publicsafety/crime-reports-prevention/crime-log/. In order to provide the Drexel University Community with the most accurate information available, the crime log notes how each incident is classified related to the reporting requirements under state and federal laws.

Colleges and universities that maintain a police or security department are required to disclose in the public crime log any crime that occurred on campus or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department. The log is required to include the nature, date, time, and general location of each crime as well as its disposition, if known. Incidents are to be included within two (2) business days, but certain limited information may be withheld to protect victim confidentiality, ensure the integrity of an ongoing investigation or to keep a suspect from fleeing. Only the most limited information necessary may be withheld, and even then, it must be released once the adverse effect is no longer likely to occur. The log must be publicly available during normal business hours. Students, employees and the general public, such as parents or members of the local press, may access the crime log. Logs remain open for 60 days and subsequently must be available within two (2) business days of a request. Please visit drexel.edu/publicsafety for the daily updated information related to campus crime.

Student Newspaper

The Department of Public Safety provides a summary of incidents and a copy of the daily crime log to the editing staff of the student-run newspaper, *The Triangle*. *The Triangle* publishes a summary of campus and community incidents during the regularly published edition of the paper.

UNIVERSITY POLICY ON REPORTING CRIMINAL INCIDENTS TO STATE & LOCAL POLICE

The Department of Public Safety collects and analyzes past and current crime data and processes them using established methodologies and advanced technology. The information is then used to determine patterns of criminal activity so Drexel Public Safety can quickly react by effectively allocating resources and, when warranted, make timely notifications. The data are also used to strategically coordinate deployment and appropriately respond with other law enforcement and public safety entities including the Philadelphia and University of Pennsylvania Police Departments.

PENNSYLVANIA CRIMES CODE

Drexel University is mandated by [Pennsylvania Crimes Codes Section 33.111](#) to disclose crime statistics. "Each institution of higher education shall annually report crime statistics and rates to the State Police in the form and manner required by the State Police, for publication in the Pennsylvania uniform crime report, Crime in Pennsylvania."

UNIVERSITY POLICY ON POSSESSION AND USE OF WEAPONS

No student, faculty, professional staff or visitor shall keep, use, possess, display or transport any rifles, shotguns, handguns, pellet or BB guns, dangerous knives, billy clubs, makeshift weapons, martial arts weapons or any other lethal or dangerous devices capable of casting a projectile by air, gas, explosion, or mechanical means on any property or in any building owned or operated by the University, or in any vehicle on campus. Realistic facsimiles of weapons are also specifically not allowed.

The Executive Vice President, Treasurer, and Chief Operating Officer and the Vice President for Public Safety have the authority to permit the use and possession of weapons on campus by recognized law enforcement officials.

The Drexel **Reserve Officers' Training Corps (ROTC)** is authorized to store, transport in a secured manner, and use firearms only in designated areas approved by the ROTC program when performing functions associated with their official duties.

DREXEL UNIVERSITY – CLERY ACT STATISTICS

University City Campus

Drexel University							
University City Campus							
Crime Classification	Year	On Campus		Non Campus	Public Property	Total	Unfounded
		On Campus Residential	On Campus Total				
Murder/Non-negligent manslaughter	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Negligent manslaughter	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Sex offenses							
Rape	2015	5	5	0	1	6	0
	2016	6	6	1	0	7	0
	2017	10	10	0	0	10	0
Fondling	2015	2	2	0	1	3	0
	2016	2	2	0	1	3	0
	2017	1	1	0	1	2	0
Incest	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Statutory Rape	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Robbery	2015	0	0	0	7	7	0
	2016	0	1	1	6	8	0
	2017	0	0	0	11	11	0
Aggravated assault	2015	2	4	0	8	12	0
	2016	1	2	0	1	3	0
	2017	0	2	1	4	7	0
Burglary	2015	2	8	1	0	9	0
	2016	4	4	3	0	7	0
	2017	1	3	1	0	4	0
Motor vehicle theft	2015	0	0	0	4	4	0
	2016	0	1	1	5	7	0
	2017	0	0	2	4	6	0
Arson	2015	0	1	0	0	1	0
	2016	2	2	0	0	2	0
	2017	0	0	0	0	0	0

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University City Campus – continued

Crime Classification		On Campus					
	Year	On Campus Residential	On Campus Total	Non Campus	Public Property	Total	Unfounded
Liquor- Law Violations							
Arrest	2015	9	10	0	4	14	0
	2016	11	12	0	4	16	0
	2017	1	1	0	0	1	0
Disciplinary	2015	293	293	3	9	305	0
	2016	316	320	0	17	337	0
	2017	354	358	1	14	373	0
Drug Violations							
Arrest	2015	3	3	0	3	6	0
	2016	2	19	0	1	20	0
	2017	6	12	2	9	23	0
Disciplinary	2015	90	90	0	0	90	0
	2016	83	100	0	1	101	0
	2017	178	178	0	1	179	0
Weapons Possession Violations							
Arrest	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Disciplinary	2015	4	4	0	0	4	0
	2016	9	9	0	1	10	0
	2017	5	5	0	0	5	0
Violence Against Women Act (VAWA)							
Dating Violence	2015	6	7	0	3	10	0
	2016	10	10	0	0	10	0
	2017	8	9	0	2	11	0
Domestic Violence	2015	1	1	1	2	4	0
	2016	2	2	0	1	3	0
	2017	1	1	0	0	1	0
Stalking	2015	0	0	0	1	1	0
	2016	2	2	0	1	3	0
	2017	0	3	0	0	3	0

Hate Crimes:

2017 -There were no hate crimes reported for this location during 2017.

2016 - One on-campus residential simple assault characterized by ethnicity bias; One public property simple assault characterized by racial bias; one on-campus vandalism characterized by gender bias; one on-campus residential vandalism characterized by ethnicity bias.

2015 - One on-campus residential vandalism characterized by racial bias; One on-campus/residential simple assault characterized by ethnicity bias; One on-campus/residential simple assault characterized by religious bias;

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Notes regarding statistics for Non-Campus Locations

2017

- Drexel ASME Trip Cookeville, TN - 1 Narcotics arrest reported by the Cookeville, TN Police Department
- Drexel Club Karate Trip Los Angeles, CA - 1 Auto Theft reported by Los Angeles, CA Police Department
- Drexel M/W Swimming and Diving, Christiansburg, VA - 1 Narcotics arrest reported by the Christiansburg, VA Police Department
- Drexel Wrestling, Las Vegas, NV - 1 Assault and 1 Auto Theft reported by Las Vegas, NV Police Department

2016

- Drexel Squash Stamford CT - 1 Motor Vehicle Theft reported by Stamford Police during Drexel Squash Championships and included in our non-campus statistics.
- Drexel Crew Trip San Diego - City of San Diego replied to our request for statistics referring us to their website. The statistics listed were aggregate stats based on census tract and we were therefore unable to identify incidents that occurred in space utilized by the team.
- Drexel Spring Break Entertainment Management Cruise – We were referred to the Federal Department of Transportation website. The statistics were aggregate stats for multiple cruises and therefore we were unable to identify incidents that occurred in space utilized by our students.
- Drexel in LA - Three burglaries reported by the Los Angeles Police Department at the complex utilized by our students. These incidents are included in our non-campus statistics
- Drexel Sailing, Far Rockaway, NY - NYPD reported an assault occurring at the hotel utilized by our students. The incident did not occur in space utilized by the team and therefore not included in our statistics.

Center City Campus

Drexel University							
Center City Campus							
Crime Classification	Year	On Campus		Non Campus	Public Property	Total	Unfounded
		On Campus Residential	On Campus Total				
Murder/Non-negligent manslaughter	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Negligent manslaughter	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Sex offenses							
Rape	2015	0	0	0	1	1	0
	2016	0	0	0	0	0	0
	2017	0	0	3	0	3	0
Fondling	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	8	0	8	0
Incest	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Statutory Rape	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Robbery	2015	0	0	0	0	0	0
	2016	0	0	0	1	1	0
	2017	0	0	0	1	1	0
Aggravated assault	2015	0	0	0	1	1	0
	2016	0	0	0	1	1	0
	2017	0	0	0	1	1	0
Burglary	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Motor vehicle theft	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Arson	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	1	2	0	0	2	0

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Center City Campus – continued

Crime Classification	Year	On Campus		Non Campus	Public Property	Total	Unfounded
		On Campus Residential	On Campus Total				
Liquor- Law Violations							
Arrest	2015	0	0	0	0	0	0
	2016	1	1	0	0	1	0
	2017	0	0	0	0	0	0
Disciplinary	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	1	1	0	0	1	0
Drug Violations							
Arrest	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Disciplinary	2015	1	1	0	0	1	0
	2016	0	0	0	0	0	0
	2017	1	1	0	0	1	0
Weapons Possession Violations							
Arrest	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Disciplinary	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Violence Against Women Act (VAWA)							
Dating Violence	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Domestic Violence	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	0	0	0	0	0
Stalking	2015	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2017	0	1	0	0	1	0
Hate Crimes							
There were no hate crimes reported for this location during 2015, 2016, 2017.							

Queen Lane Campus

Drexel University					
Queen Lane Campus					
Crime Classification	Year	On Campus	Public Property	Total	Unfounded
Murder/Non-negligent manslaughter	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Negligent manslaughter	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Sex offenses					
Rape	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Fondling	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Incest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Statutory Rape	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Robbery	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Aggravated assault	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Burglary	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Motor vehicle theft	2015	0	1	1	0
	2016	0	1	1	0
	2017	0	0	0	0
Arson	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0

Queen Lane Campus – continued

Crime Classification	Year	On Campus	Public Property	Total	Unfounded
Liquor- Law Violations					
Arrest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Disciplinary	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Drug Violations					
Arrest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Disciplinary	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Weapons Possession Violations					
Arrest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Disciplinary	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Violence Against Women Act (VAWA)					
Dating Violence	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Domestic Violence	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Stalking	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Hate Crimes					
There were no hate crimes reported for this location during 2015, 2016, 2017.					
There are no residence halls or non campus buildings at this location.					

LeBow College of Business - Malvern Campus

Drexel University					
LeBow College of Business - Malvern Campus					
Crime Classification	Year	On Campus	Public Property	Total	Unfounded
Murder/Non-negligent manslaughter	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Negligent manslaughter	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Sex offenses					
Rape	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Fondling	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Incest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Statutory Rape	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Robbery	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Aggravated assault	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Burglary	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Motor vehicle theft	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Arson	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0

LeBow College of Business - Malvern Campus – continued

Crime Classification	Year	On Campus	Public Property	Total	Unfounded
Liquor- Law Violations					
Arrest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Disciplinary	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Drug Violations					
Arrest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Disciplinary	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Weapons Possession Violations					
Arrest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Disciplinary	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Violence Against Women Act (VAWA)					
Dating Violence	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Domestic Violence	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Stalking	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Hate Crimes					
There were no hate crimes reported for this location during 2015, 2016, 2017.					
There are no residence halls or non campus buildings at this location.					

FIRE SAFETY – PROCEDURES, STATISTICS, REPORTS and DOCUMENTATION

Description of each on-campus student housing facility fire safety system and number of fire drills held.

Residence Halls

Location	Address	Fire Alarms Monitored by Public Safety	Bldg. Equipped with Full Sprinkler System	Bldg Has Fire Alarms and Smoke Detectors	Evacuation Plans Posted & Fire Safety Training Conducted	Number of Evacuation Drills Conducted Each Year
UNIVERSITY CITY CAMPUS - On Campus Residence Halls						
CALHOUN HALL	3301 ARCH STREET	YES	YES	YES	YES	4
CANERIS HALL	115 N. 32ND STREET	YES	YES	YES	YES	4
KELLY HALL	203 N. 34TH STREET	YES	YES	YES	YES	4
MILLENNIUM HALL	223 N. 34TH STREET	YES	YES	YES	YES	4
MYERS HALL	3301 RACE STREET	YES	YES	YES	YES	4
NORTH HALL	3200 RACE STREET	YES	YES	YES	YES	4
RACE HALL	3300 RACE STREET	YES	YES	YES	YES	4
TOWERS HALL	101 N. 34TH STREET	YES	YES	YES	YES	4
VAN RENSSELAER	3320 POWELTON AVENUE	YES	YES	YES	YES	3
UNIVERSITY CROSSINGS	15 N. 32ND STREET	NO ^a	YES	YES	YES	0 ^b
CHESTNUT SQUARE	3200 CHESTNUT STREET	NO ^a	YES	YES	YES	0 ^b
THE SUMMIT at UNIVERSITY CITY	3400 CHESTNUT STREET	NO ^a	YES	YES	YES	0 ^b
CENTER CITY CAMPUS – On Campus Residence Hall						
STILES ALUMNI HALL	325 N. 15 TH STREET	YES	YES	YES	YES	3

Notes:

a

- These locations are managed by American Campus Communities (ACC)
- Students may choose to live at University-Affiliated housing operated by ACC to fulfill their university housing obligations.
- Alarms are monitored by a private alarm company.

b

- An inquiry was made regarding the number of evacuation drills conducted/scheduled annually. We were informed that no drills were conducted in 2017, and no information was provided regarding plans for future drills.

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Greek Housing

Location	Address	Fire Alarms Monitored by Public Safety	Bldg. Equipped with Full Sprinkler System	Bldg Has Fire Alarms and Smoke Detectors	Evacuation Plans Posted & Fire Safety Training Conducted	Number of Evacuation Drills Conducted Each Year
SIGMA PHI EPSILON	200 N. 34TH STREET	YES	YES	YES	YES	4
DELTA ZETA	202 N. 34TH STREET	YES	YES	YES	YES	4
ALPHA EPSILON PI	204 N. 34TH STREET	YES	YES	YES	YES	4
ALPHA CHI RHO	206 N. 34TH STREET	YES	YES	YES	YES	4
ALPHA SIGMA ALPHA	208 N. 34TH STREET	YES	YES	YES	YES	4
PI KAPPA ALPHA	210 N. 34TH STREET	YES	YES	YES	YES	4
DELTA PHI EPILSON	212 N. 34TH STREET	YES	YES	YES	YES	4
PHI SIGMA SIGMA	3411A POWELTON AVENUE	YES	YES	YES	YES	4
PHI MU	3411B POWELTON AVENUE	YES	YES	YES	YES	4
LAMBDA CHI ALPHA	3401B POWELTON AVE	YES	YES	YES	YES	4
PI KAPPA PHI	3405 POWELTON AVE	YES	YES	YES	YES	4
THETA CHI	216 N. 34TH STREET	YES	YES	YES	YES	4
ALPHA PI LAMBDA	216 N. 33RD STREET	YES	YES	YES	YES	4

On-campus residential properties consist of twelve (13) residence halls and thirteen (13) Fraternity/Sorority Chapter houses. All on-campus residential properties are equipped with automatic smoke activated fire alarm detection systems and automatic fire suppression systems.

All fire alarm systems in Drexel University managed residence halls and Chapter houses are monitored 24/7 by the Public Safety Communications Center. Alarms at Academic Campus Communities apartments are managed by a private alarm monitoring service.

Fire drills for Drexel University managed residence halls and Chapter houses are conducted each term and fire safety assessments of Fraternity/Sorority houses are performed semiannually.

Policies or rules on portable electrical appliances, smoking and open flames in a student housing facility.

There are various items that are not appropriate for use in student rooms for safety reasons. Possession of one or more of these items can subject the occupant(s) of the room to a fine and possible disciplinary action.

Examples of Non-Permitted Items (This list is not exhaustive):

- Candles
- Coffeemakers
- Extension Cords
- Flammable liquids, gases or other substances
- Halogen lamps
- High wattage electrical appliances

- Hot plates
- Hoverboards
- Incense and incense holders
- Indoor grills
- Live or cut Christmas trees
- Lofts
- Outside antennas and/or satellite dishes for television/radio reception
- Popcorn poppers
- Portable space heaters; electrical appliances with a heating element
- Sandwich makers
- Toasters
- Toaster ovens
- 2.4 GHz cordless phones

Smoking is not permitted in any University owned/leased facility. Anyone found smoking in violation of University policy will face appropriate corrective action. Students will be charged for any related maintenance or cleaning as the result of smoking in a residential facility. Smoking is prohibited around entrances, exits, and perimeters of all buildings.

Open flames are not permitted. Open flames are a leading cause of house fires nationwide. The lighting and burning of candles, incense, or any other item with an open flame is not permitted. Candles are not permitted for decorative purposes.

Procedures for student housing evacuation in the case of a fire.

It is extremely important that all residents be thoroughly informed of proper fire evacuation procedures. Resident Advisors (RAs) review procedures with all residents at the beginning of each term and with each student who moves into the residence hall. As a reminder of their significance, evacuation procedures are reviewed throughout the term:

Building evacuation procedures are posted in every lobby or elevator lobby on each floor of every building.

Campus buildings are to be immediately and totally evacuated whenever the building fire alarm is sounding. Upon discovery of a fire emergency, an individual must accomplish or see to the following actions:

- SOUND AN ALARM! Activating the building fire alarm immediately notifies Drexel Public Safety.
- If conditions allow, shut off all machinery and equipment in your area.
- Leave the building at once.
- Notify Drexel University Public Safety from a safe location:
 - From main campus locations, call 215.895.2222 (2222).
 - From off-campus locations, call 911.
- Use campus emergency telephones when possible. Give the dispatcher as much specific information as you can:
- State that you are reporting a fire.

- Provide the building name and address, floor and room number, and any other specific information.
- DO NOT hang up until released by the dispatcher.

Policies regarding fire safety education and training programs provided to the students and employees.

Fire safety education and training programs are taught by members of the Office of Fire and Emergency Services who are experienced in fire safety matters.

If a fire occurs, or the building's fire alarm system is activated, students are instructed to evacuate areas per the evacuation routes and proceed to designated assembly areas. They are to remain in that location until informed they can re-enter the building by University officials.

The information provided during the fire safety programs is also available online at any time at: drexel.edu/publicsafety/fire-emergency/overview/.

Procedures that students and employees should follow in the case of a fire.

When a fire alarm sounds, every person is required to evacuate the building immediately:

- DO NOT use elevators for evacuation.
- Evacuation is required every time the fire alarm sounds, regardless of the cause.
- Students should turn on lights, close room doors, and use the nearest marked stairway not blocked by smoke or fire.
- Leave the building quickly and quietly and proceed in an orderly manner to the designated assembly area.
- When an evacuation is required, a staff member residing on the floor will meet with the residents at a pre-designated location outside of the building and account for all residents as best as possible.
- The staff member is to report the status of their floor as soon as possible to the person in charge (i.e., Residence Director, Fire Official, or University Official).
- Any student who remains in the building after a fire alarm sounds, for any reason, is subject to disciplinary action.
- The building is not to be reentered by any student until an "All Clear" is announced by a University official.

Titles of each person or organization to which students and employees should report that a fire occurred.

To report that a fire occurred:

David Hollinger, Director, Fire and Emergency Services, or Madonna Calderoni, Assistant Director, Fire and Life Safety.

Plans for future improvements in fire safety, if determined necessary by the institution.

Replace fire extinguisher simulator in two years to train staff and student groups. Use alternate and modern methods for fire safety messages to reach students. The University continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets national fire safety standards. Future improvements will be made as needed as part of the ongoing assessment process.

2018 Annual Report of Campus Security and Fire Safety Policies and Procedures

Residential Fire Statistics

2015							
Name of Facility		Total Fires in	Fire	Cause of	Number of Injuries	Number of	Value of Property Damage
		Each Building	Number	Fire	Requiring	Deaths	
					Medical Facility	Related	
						to a Fire	
University City Campus - On Campus Residence Halls							
CALHOUN HALL	3301 ARCH STREET	0	N/A	N/A	N/A	N/A	N/A
CANERIS HALL	115 N. 32ND STREET	0	N/A	N/A	N/A	N/A	N/A
KELLY HALL	203 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
MILLENNIUM HALL	223 N. 34TH STREET	1	1	Undetermined	0	0	0
MYERS HALL	3301 RACE STREET	0	N/A	N/A	N/A	N/A	N/A
NORTH HALL	3200 RACE STREET	1	1	Cooking	0	0	0
RACE HALL	3300 RACE STREET	2	1	Other	0	0	0
			2	Mechanical	0	0	0
TOWERS HALL	101 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
VAN RENSSELAER	3320 POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
CHESTNUT SQUARE	3200 CHESTNUT STREET	0	N/A	N/A	N/A	N/A	N/A
THE SUMMIT at UNIVERSITY CITY	3400 LANCASTER AVENUE	0	N/A	N/A	N/A	N/A	N/A
UNIVERSITY CROSSINGS	15 N. 32ND STREET	1	1	Cooking	0	0	0
University City Campus - Fraternities and Sororities							
SIGMA PHI EPSILON	200 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
DELTA ZETA	202 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA EPSILON PI	204 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA CHI RHO	206 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA SIGMA ALPHA	208 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
PI KAPPA ALPHA	210 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
DELTA PHI EPILSON	212 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
PHI SIGMA SIGMA	3411A POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
PHI MU	3411B POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
LAMBDA CHI ALPHA	3401B POWELTON AVE	0	N/A	N/A	N/A	N/A	N/A
PI KAPPA PHI	3405 POWELTON AVE	0	N/A	N/A	N/A	N/A	N/A
THETA CHI	216 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA PI LAMBDA	216 N. 33RD STREET	0	N/A	N/A	N/A	N/A	N/A
TAU KAPPA EPSILON	3421 POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
Total		5			0	0	\$0.00
Center City Campus – On Campus Residence Hall							
STILES ALUMNI HALL	325 N. 15 TH STREET	0	N/A	N/A	N/A	N/A	N/A
Total		0			0	0	\$0.00
CALHOUN HALL was last utilized for housing in 2015.							

2018 Annual Report of Campus Security and Fire Safety Policies and Procedures

Residential Fire Statistics - continued

2016							
Name of Facility		Total Fires in	Fire	Cause of	Number of Injuries	Number of	Value of Property Damage
		Each Building	Number	Fire	Requiring	Deaths	
					Medical Facility	Related	
						to a Fire	
University City Campus - On Campus Residence Halls							
CANERIS HALL	115 N. 32ND STREET	1	1	Cooking	0	0	\$0.00
KELLY HALL	203 N. 34TH STREET	2	1	Intentional	0	0	\$0.00
			2	Cooking	0	0	\$0.00
MILLENNIUM HALL	223 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
MYERS HALL	3301 RACE STREET	0	N/A	N/A	N/A	N/A	N/A
NORTH HALL	3200 RACE STREET	0	N/A	N/A	N/A	N/A	N/A
RACE HALL	3300 RACE STREET	0	N/A	N/A	N/A	N/A	N/A
TOWERS HALL	101 N. 34TH STREET	1	1	Other	0	0	\$0.00
VAN RENSSELAER	3320 POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
CHESTNUT SQUARE	3200 CHESTNUT STREET	0	N/A	N/A	N/A	N/A	N/A
THE SUMMIT at UNIVERSITY CITY	3400 LANCASTER AVENUE	1	1	Intentional	0	0	\$0.00
UNIVERSITY CROSSINGS	15 N. 32ND STREET	2	1	Electrical	0	0	\$200.00
			2	Cooking	0	0	\$312,959.00
Fraternities and Sororities							
SIGMA PHI EPSILON	200 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
DELTA ZETA	202 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA EPSILON PI	204 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA CHI RHO	206 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA SIGMA ALPHA	208 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
PI KAPPA ALPHA	210 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
DELTA PHI EPILSON	212 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
PHI SIGMA SIGMA	3411A POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
PHI MU	3411B POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
LAMBDA CHI ALPHA	3401B POWELTON AVE	0	N/A	N/A	N/A	N/A	N/A
PI KAPPA PHI	3405 POWELTON AVE	0	N/A	N/A	N/A	N/A	N/A
THETA CHI	216 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA PI LAMBDA	216 N. 33RD STREET	0	N/A	N/A	N/A	N/A	N/A
TAU KAPPA EPSILON*	3421 POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
Total		6			0	0	\$313,159.00
Center City Campus – On Campus Residence Hall							
Stiles Alumni Hall	325 N. 15 TH STREET	2	1	Cooking	0	0	\$30.00
			2	Undetermined	0	0	\$0.00
Total		2			0	0	\$30.00
TAU KAPPA EPSILON was suspended during the 2017 calendar year and is currently not being used for housing.							

2018 Annual Report of Campus Security and Fire Safety Policies and Procedures

Residential Fire Statistics – continued

2017							
Name of Facility		Total Fires in	Fire	Cause of	Number of Injuries	Number of	Value of Property Damage
		Each Building	Number	Fire	Requiring	Deaths	
					Medical Facility	Related	
						to a Fire	
University City Campus - On Campus Residence Halls							
CANERIS HALL	115 N. 32ND STREET	1	1	Accidental	0	0	\$0.00
KELLY HALL	203 N. 34TH STREET	1	1	Cooking	0	0	\$1,034.70
MILLENNIUM HALL	223 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
MYERS HALL	3301 RACE STREET	0	N/A	N/A	N/A	N/A	N/A
NORTH HALL	3200 RACE STREET	0	N/A	N/A	N/A	N/A	N/A
RACE HALL	3300 RACE STREET	0	N/A	N/A	N/A	N/A	N/A
TOWERS HALL	101 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
VAN RENSSELAER	3320 POWELTON AVENUE	1	1	Accidental	0	0	\$0.00
CHESTNUT SQUARE	3200 CHESTNUT STREET	0	N/A	N/A	N/A	N/A	N/A
THE SUMMIT at UNIVERSITY CITY	3400 LANCASTER AVENUE	0	N/A	N/A	N/A	N/A	N/A
UNIVERSITY CROSSINGS	15 N. 32ND STREET	0	N/A	N/A	N/A	N/A	N/A
Fraternities and Sororities							
SIGMA PHI EPSILON	200 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
DELTA ZETA	202 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA EPSILON PI	204 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA CHI RHO	206 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA SIGMA ALPHA	208 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
PI KAPPA ALPHA	210 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
DELTA PHI EPILSON	212 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
PHI SIGMA SIGMA	3411A POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
PHI MU	3411B POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
LAMBDA CHI ALPHA	3401B POWELTON AVE	0	N/A	N/A	N/A	N/A	N/A
PI KAPPA PHI	3405 POWELTON AVE	0	N/A	N/A	N/A	N/A	N/A
THETA CHI	216 N. 34TH STREET	0	N/A	N/A	N/A	N/A	N/A
ALPHA PI LAMBDA	216 N. 33RD STREET	0	N/A	N/A	N/A	N/A	N/A
TAU KAPPA EPSILON*	3421 POWELTON AVENUE	0	N/A	N/A	N/A	N/A	N/A
Total		3			0	0	\$1,034.70
Center City Campus – On Campus Residence Hall							
Stiles Alumni Hall	325 N. 15 TH STREET	1	1	Intentional	0	0	\$31,192.30
Total		1			0	0	\$31,192.30
TAU KAPPA EPSILON was suspended during the 2017 calendar year and is currently not being used for housing.							