

Safety & Security



ARCADIA
UNIVERSITY

2009 Campus Safety and Security: Arcadia University

Our Commitment to Safety

Arcadia University is dedicated to keeping the campus a secure and healthy place to live, work and study. The well-being of Arcadia University students is important to the University, and maintaining a safe environment is a shared responsibility that is taken with all due seriousness.

This booklet is designed to assist you in maintaining a safe environment for yourself and your property. We want you to become familiar with the University community, to understand the security policies and procedures that help to promote safety and respect for others on the Arcadia University campus, and to take appropriate precautions to minimize risks.

The University Community

Located in a quiet, residential suburb, Arcadia University has experienced minimal problems to date with crime on campus. Life on any university campus, however, is subject to some of the same risks and problems as life elsewhere.

In the fall of 2008, our campus community had 2,083 full-time equivalent undergraduate students, 980 full-time equivalent graduate students, and about 511 non-student employees (faculty, administrators and staff). Approximately 1,245 students lived in residence halls on campus.

Theft of property is a common concern on university campuses. Most students worry only about outsiders committing crimes on campus. In truth, members of the respective university communities perpetrate 70 percent of crime on campuses across the country. A relatively safe and secure environment exists at Arcadia University, however, only because everyone on campus—from Public Safety staff to employees to individual students—works to keep it that way. Respect for others and their property and responsibility for one's own actions are expected of everyone.

In an effort to promote safety, landscaping on campus is maintained with security considerations in mind. Landscape plants are trimmed low around entrances to buildings, ground-floor windows, paths and parking lots. Tree branches are trimmed back around streetlights in order to provide maximum lighting. Facilities and Public Safety personnel inspect campus lighting and replace non-functioning lights.

The University's computerized smoke and fire alarm system, installed in all residence halls, as well as call boxes outside each main entrance, enhance the comfort and safety of students.

The Public Safety Department

The security of the campus is overseen by the Public Safety Department, which operates 24 hours a day, 7 days a week, throughout the calendar year. This department reports to the Vice President for Finance. The Public Safety Department staff consists of 29 security personnel—2 patrol supervisors*, 18 patrol officers*, 9 communications officers and 3 administrative staff members. Public Safety officers do not have powers to arrest. Patrol officers do not carry firearms. Local police are utilized when an arrest is appropriate. The University also utilizes outside police agencies for additional security during special events. Campus community members are encouraged to report all crimes, emergencies, accidents and suspicious individuals to the Public Safety Department immediately.

Public Safety Personnel Requirements

Current personnel practices call for new patrol officers to have training in law enforcement, fire safety, a bachelor's degree or Act 120 certification, and/or fire academy certification providing them with basic safety training. Many have additional forms of certification in emergency and safety areas. Many officers have completed the Pennsylvania Municipal Officer Training Program at a state-certified police academy and have been or are qualified to be sworn as police officers. In addition, all patrol officers receive in-service training and are CPR and First Aid trained.

In our hiring practices, the University complies with Pennsylvania's Criminal History Record Information Act. A standard background search is conducted on prospective employees in the Public Safety Department.

Student Health Services

The University's Student Health Services is located on the ground floor of Heinz Hall. The office is open Monday through Friday, and a physician holds office hours on campus several days a week. The mission of Student Health Services is to maintain and promote the optimum health of students, prevent the spread of disease and hazards related to environmental factors, and treat acute conditions and emergencies. If an ambulance is required, staff of the Student Health Services or Public Safety Department will call 911 for emergency service.

*These members of the Public Safety Department staff wear a distinctive uniform and badge or insignia.

Counseling Center staff are available to provide support for students, as well as programs and services for alcohol and other drug-related issues.

Policies for Alcoholic Beverages, Controlled Substances and Weapons

Arcadia University expects all members of the campus community to comply with federal, state and local laws, including those which regulate the use and sale of alcoholic beverages, controlled substances and weapons.

Alcohol and Other Drugs

According to campus policy and the laws of the Commonwealth of Pennsylvania, it is unlawful for a person less than 21 years of age to purchase, attempt to purchase, consume, possess or transport alcohol, liquor, malt or brewed beverages within the Commonwealth. It is also unlawful for anyone to provide alcoholic beverages to minors.

In observance of the laws of the Commonwealth, Arcadia University allows alcoholic beverages to be served only to persons 21 years of age or older at certain meetings or social gatherings held on campus. Notification of intent to serve alcohol at an event must be provided to the Vice President for Student Affairs for review in advance of any event. Alcohol notification forms are available in the Student Affairs Office, Conference Services and Campus Scheduling Office and online.

Additional campus policies apply to the use of alcohol within residence halls, as follows:

“Alcoholic beverages should not be consumed in the hallways, public areas in the halls or outside the halls. Beer kegs and beer balls are not permitted in or around the residence halls. Please note that students are responsible for the conduct of their guests and for making Pennsylvania laws known to them.” This policy is found in the *Arcadia University Student Handbook* available on *MyArcadia*.

The University policy also states that the sale, possession, production, purchase or use of any controlled substance or illegal drug on University premises or at University-sponsored activities is a violation of University regulations subject to disciplinary action and arrest.

To address issues related to substance use and abuse, the University has an Alcohol and Other Drugs Educator/Counselor. In addition, the University, working with local medical agencies, offers to anyone affiliated with the institution a program of referral and support for substance abuse problems. For employees, referral also is

available through UnumProvident Health, a confidential service, to help with a wide range of personal and family problems. Contact the Office of Human Resources or the Alcohol and Other Drugs Educator/Counselor for more details on these programs.

Explosives, Fireworks and Weapons

The sale, possession, production, purchase or use of any explosives, fireworks, incendiary devices or weapons on University property is also a violation of University regulations.

Additional policies designed to maintain harmony and personal welfare on campus are spelled out in the *Arcadia University Student Handbook*, as are the disciplinary procedures that apply to violations of these policies. The *Handbook* is located on www.arcadia.edu/studenthandbook.

Alcohol and other Drug Resource Information

Each year we communicate with all students, faculty and staff in accordance with the Drug Free Schools and Communities Act Amendment of 1989 and the Alcohol and Other Drug Program at Arcadia University. This document serves to inform you about the University's policies on alcohol and other drugs. The abuse of alcohol and the use of illegal drugs are inconsistent with the academic goals of our institution. To assist the campus community, Arcadia University has developed programs by which we hope to accomplish the following:

- Establish and enforce clear policies for employees and students that promote an educational environment free from the abuse of alcohol and the use of illegal drugs;
- Educate all members of the campus community about the health risks associated with the use of illegal drugs and the abuse of alcohol;
- Create a campus environment that promotes and reinforces healthy, responsible living and respect for community and campus standards and regulations; and
- Provide a reasonable level of care for alcohol abusers and users of illegal drugs and those affected by it.

The Arcadia University Alcohol and Other Drug Program is located on the ground floor of Heinz Hall in the Counseling Center. Free, confidential, nonjudgmental counseling and resource and referral information is available. It is your responsibility to be familiar with the University's policies regarding alcohol and other drugs that appear in the 2009-2010 *Arcadia University Student Handbook* which is online at *MyArcadia*. University regulations clearly prohibit the unauthorized possession, use, manufacture, distribution, or sale of alcoholic beverages on University property or in University facilities. In addition,

students are prohibited from using illegal drugs, possessing illegal drugs or paraphernalia used for illegal drugs, and from selling or otherwise distributing other drugs.

Policy Violations

Violations of University policies will result in immediate sanctions through the University judicial process. Students may receive penalties that include mandatory alcohol and other drug education, evaluations, fines and other sanctions ranging from disciplinary probation to expulsion. If students are found guilty of violating any local, state or federal laws concerning alcohol and other drugs, they will receive significant sanctions from the appropriate legal authorities. These penalties may include fines and mandatory prison terms. The Commonwealth of Pennsylvania, in particular, has very strict minimum mandatory sentencing laws for the selling of drugs. State and local laws concerning alcohol and other drugs are summarized in the *Arcadia University Student Handbook*.

Revisions of the Higher Education Act in 1999 require that students reveal convictions for possession or sale of illegal drugs. Convictions may interfere with obtaining financial aid. Further, teaching certification in Pennsylvania and other professional opportunities may also be affected due to alcohol and other drug convictions. Conviction for Possession or Sale of Illegal Drugs (Sec. 668.40) Statute: Section 8021(c) of the HERA amended section 484(r) of the HEA to modify the requirements regarding the suspension of eligibility for students convicted of drug-related offenses. As amended, the HEA now provides that a student becomes ineligible for Title IV, HEA program assistance only if the conviction for a Federal or State offense involving the possession or sale of a controlled substance is for conduct that occurred during a period of enrollment.

Health Risks

1. Alcohol: Alcohol is the most frequently used legal drug. It is a depressant, and the drug most abused on university campuses. The harmful effects of alcohol include the following: death from too rapid ingestion or combining it with other drugs or medications; aspirating one's vomit; accidents resulting from loss of coordination or poor judgment; and unwanted or unsafe sexual encounters resulting in serious or problematic situations. Long-term effects include development of an abusive pattern of use; decreased academic performance; decreased immunity; and damage to body organs. The dangers of alcohol use and abuse are considerably greater for women than for men.
2. Marijuana: Today, marijuana is 10 times more potent than the marijuana of the 1970s; therefore, its effects are

stronger. Research has yielded data indicating that marijuana is addictive. The effects of marijuana include reduced motor skills and ability to drive, reduced learning ability, and mood swings. It also affects the bronchi and lungs, leading to respiratory problems. Marijuana carries mold that may cause infection and affects the cardiovascular system by increasing the cardiac rate. It also can affect sexual development and performance.

3. Cocaine: Cocaine abusers often have a stuffy, runny nose with eczema around the nostrils and possible perforation of the nasal septum. In addition, cocaine can cause delirium, hallucinations, blurred vision, severe chest pain, muscle spasms, convulsions, depression and even death on first use. Cocaine use also can cause severe reactions later, even if early doses are not problematic.
4. Amphetamines: These drugs can cause very rapid or irregular heart beat, tremors, seizures, loss of coordination, collapse, and even death from heart failure or from ruptured blood vessels in the brain. Heavy users are prone to irrational acts.
5. Heroin: This is an opiate drug that causes the body to have diminished pain reactions. Today's heroin is very potent. Many people are snorting or smoking heroin instead of injecting it to avoid HIV. Some of the risks associated with the use of heroin include: marked slowing of the heart rate such that coma and death may result, chronic constipation, and depression of male and female sex hormones.
6. Prescription Drugs: These drugs are not illicit if used in accordance with the prescription. Sharing prescription medication with someone else is illegal and dangerous. Mixing these drugs with alcohol or other drugs, or abusing them can be serious.
7. Designer Drugs: These include LSD, Ecstasy, GHB and Fentanyl, to name a few. These drugs are designed to avoid drug enforcement laws. They are commonly made by amateurs and are frequently contaminated. They can cause serious physiological and psychological problems.
8. Tobacco: Tobacco contains nicotine, a legal stimulant which is addictive. It causes more deaths worldwide than any other drug. It is a causative agent in lung and other cancers, as well as in emphysema. Increased upper respiratory infections commonly result from the damage and destruction to the respiratory tract lining from smoking tobacco.
9. Health Food Store Supplements and Additives: Herbs, energy drinks, fatburners, bodybuilding products and other such items can be useless, expensive and some-

times harmful. No FDA regulations exist and little research is available about many of these supplements and additives. Even getting good information about these items is difficult since information is often provided by those who sell the products.

Additional caution must be taken by those from families having a positive family history for substance abuse. The possibility of developing an addiction is considerably higher in this population. We encourage you to utilize our University resources if appropriate; we hope this information is valuable to you as you work toward the completion of your degree.

Primary University Contacts

Frances Pollock, R.N., L.M.F.T.
Director of Wellness Services

Janet E. Walbert, Ed.D.
Vice President for Student Affairs

Josh Stern, M.S.Ed.
Dean of Students

Campus Resources

Wellness Center-Heinz Hall - Ground Floor
Alcohol and Other Drug Program and Counseling
Center, (215) 572-2967
Student Health Services, (215) 572-2966

Student Affairs Office-Knight Hall, Suite 110,
(215) 572-2933

Beginners' Alcohol Anonymous Meetings -Brubaker 203,
Mondays, 7:30–9 p.m. year round

Alcohol and Other Drug Program Web site
www.arcadia.edu/counseling. To assess your own alcohol or marijuana use – go to E-CHUG and E-TOKE found on Arcadia University Alcohol/Drug program Web site. This is free and anonymous.

Off-Campus Resources

Alcoholics Anonymous
www.alcoholics-anonymous.org
610-527-9711

Al-Anon
www.al-anon.alateen.org
215-222-5244

Montgomery County Mental Health, Mental
Retardation, Drug & Alcohol Program
610-278-3642

National Institute on Alcohol Abuse and Alcoholism
www.niaaa.nih.gov
301-443-3860

National Institute on Drug Abuse
www.nida.nih.gov/NIDAHome1.html
301-443-1124

National Clearing House for Alcohol & Drug
Information
http://ncadi.samhsa.gov
800-662-HELP

For more information visit *www.factsontap.org*

For Faculty and Staff

The following statement also appears in the Staff Handbook behind Tab 130.00 University Policies, section 130.06 Drug-Free Workplace and in the Faculty Handbook behind Tab 80.00 University Policies, section 80.06 Drug-Free Workplace. Staff and Faculty Handbooks can be viewed on *MyArcadia*. It is your responsibility to be familiar with these policies.

In compliance with the Drug-Free Workplace Act of 1988, this statement serves as notice to all Arcadia University employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited at Arcadia University. As a condition of employment at Arcadia University, employees must abide by the terms of this statement and report to Arcadia University any conviction under a criminal drug statute for conduct in the workplace no later than five

days after the conviction. Violation of this act may result in immediate termination of employment. The University is required to notify the federal funding agency within ten days after receiving notice from an employee of the conviction, or otherwise receiving actual notice of the conviction.

Arcadia University maintains a contract with UnumProvident work-life balance employee assistance program. Services provided are confidential and are available at no charge. Counselors at UnumProvident can be reached toll-free, 24-hours a day at 1-800-854-1446 or www.lifebalance.net; user ID and password: lifebalance. You can learn more about this valuable benefit by visiting www.unumprovident.com/worklifebalance.

Coverage for substance abuse treatment is also available through the Independence Blue Cross Keystone HMO, Point of Service, and Personal Choice plans that the University offers. Please contact your primary care physician (where necessary) for a referral and additional information.

Brochures for these programs are available in the Office of Human Resources. We encourage you to utilize these resources if appropriate.

Campus Sex Crimes Prevention Act

In compliance with the Campus Sex Crimes Prevention Act, below is listed our local law enforcement agency and state Web site where registered sex offender information may be obtained. All sex offenders are required to register under state law where they live, and with the state of any institutions of higher education where the offender is a student, is employed, or carries on a vocation.

Cheltenham Police Department
8230 Old York Rd
Elkins Park, PA 19027
215-885-1600
www.pameganslaw.state.pa.us

Sexual Assault Information

According to the U.S. Justice Department, crimes of sexual assault are the most under-reported of all crimes. This is especially true on a university campus. To encourage reporting and to provide appropriate survivor support, we have established a framework of sexual violence awareness programming and survivor support services. The following is a summary of relevant information required by the Campus Security Act of 1990.

In an effort to reach students with a variety of concerns and interests, professional staff members and students plan, advertise and implement programs on sexual violence,

developing positive relationships, effective communication, and related topics. We include programs during new student orientation and supplement those programs through continuing efforts in the residence halls and with commuter students. We also invite guest speakers and representatives of local agencies from the greater Philadelphia area and surrounding communities.

Educational programming and victim/survivor support services can be initiated by contacting any of a number of campus organizations: the Student Affairs Office, the Office of Residence Life, Counseling Center and Student Health Services, or the Public Safety Department. **Don't be afraid or reluctant to get help.**

If you are sexually assaulted or raped, it is important that you follow these steps:

- Get help immediately! Call the Public Safety Department emergency number at 215-572-**2999**; contact your CA, RA, AA or AC, or Student Health Services at extension **2966**.
- Get medical attention as soon as possible to deal with your physical condition and to collect evidence, that may be used if you choose to take legal action.
- Attempt to preserve all physical evidence of the crime. This means you should not wash, douche or change clothing. If you must change, put all your clothing into a paper bag. Preserve the scene of the crime as much as possible.
- Speak with a counselor who can maintain confidentiality, explain your options, and provide emotional support.
- Contact any of the following departments/agencies to initiate assistance:

Public Safety Department	215-572- 2900
Emergency	215-572- 2999
Student Affairs	215-572- 2933
Counseling Center	215-572- 2967
Student Health Services	215-572- 2966
Montgomery County	
Victim Services Center:	610-227-5200

Victims of campus crimes are strongly encouraged to report all incidents to the Public Safety Department at 215-572-**2999**. If you are a victim of sexual violence and live on campus, immediately call the Arcadia University Public Safety Department emergency number at 215-572-**2999**, or contact your RA or AC. The Student Affairs staff is also ready to

assist you at 215-572-2933. Call Cheltenham Township Police at 911, if the crime occurred off campus. In this situation, you are also encouraged to call the Student Affairs Office.

Your report will be treated confidentially with concern and sensitivity. Our major concern is to provide medical care and emotional support for the victim. Reporting a sexual assault to the Public Safety Department does not mean you must bring charges against your attacker. A victim may prosecute the attacker, if the victim chooses to do so; however, it is the victim's decision. Reporting a crime to the Public Safety Department does not mean that you are required to prosecute the case. The decision to prosecute a reported incident is left up to the crime victim. We strongly encourage all victims to report any and all crimes. Your reporting of crimes occurring on campus helps the Public Safety Department to direct crime prevention efforts and resources appropriately.

Off-Campus Violations of Law

According to University policy, if a student is charged with, and/or convicted of, an off-campus violation of law, the matter is of no disciplinary concern to the University unless the student is incarcerated and unable to comply with academic requirements. Once a student is adjudged guilty in a court of law, however, the University may impose sanctions if it considers the misconduct to be so grave as to demonstrate flagrant disregard for the rights of others.

Township Police and State Regulations

The Public Safety Department works closely with the Cheltenham Township Police and other civil authorities to prevent crimes and respond quickly to the safety and security needs of individuals on campus. In addition to regular patrols by campus security, local police periodically patrol the campus.

All incidents of crime reported to the Public Safety Department are recorded. All crime involving violence, major property loss or other felony is reported immediately by the Public Safety Department to the Cheltenham Township Police. Campus crime statistics are maintained and reported on forms and in the format required by the Pennsylvania State Police, and the University Public Safety Department complies with all state and federal regulations regarding the reporting of crimes.

Access to Campus Social Events

Identification is required for access to campus-wide student social functions that are monitored by students, staff, the Public Safety Department, and officers from

outside police agencies. Identification is not required for entrance to public functions on campus, such as performances or presentations by outside groups or individuals. However, patrol officers periodically monitor these events. Entrances to all campus buildings are posted with “no trespassing” notices. Public Safety personnel are alert for individuals who may be trespassing on campus property and, if necessary, escort trespassers from the campus. Public Safety also maintains a schedule of buildings in use at various times for classes, activities and special events, and locks and unlocks these facilities accordingly.

Student Housing

Students are housed in residence halls, suites and apartments. Traditional rooms may be single, double or triple occupancy. In some cases, students are housed in rooms that accommodate four or more students. The Student Affairs Office will respond to requests for special arrangements or special needs as facilities allow. Arcadia University students may elect to live off-campus, but the University assumes no responsibility for such accommodations. Housing arrangements for new students are made by Student Affairs staff on the basis of the date of receipt of a housing deposit and a completed housing assignment form. Upperclass students select their own roommates and their rooms are selected through a lottery system by academic class. The Student Affairs Office approves all room changes.

Residence Hall Security

Student rooms are equipped with locks for which a key is issued to each resident. All residence hall windows on ground-floor rooms are equipped with security screens. An electronic card-access system is installed to provide greater control over entrance into the residence halls of Kistler, Thomas, Dilworth, Heinz, Knight, the Castle, the Manor, and Oak Summit. Arcadia University ID cards allow students to enter buildings equipped with the card-access system. A Public Safety officer is on duty 24 hours a day and monitors access to the main entrance of Grey Towers Castle.

Guest Policy

Guests of Arcadia University faculty, staff and students are welcome on our campus, but are expected to uphold all community standards and are the responsibility of their hosts.

When visiting residential areas, all guests of Arcadia University students, faculty and staff should be escorted

at all times. Visitors are expected to abide by all University polices, and local, state and federal laws.

Only guests affiliated with Arcadia University, its students, faculty and staff are housed on campus. Our policy states, "The housing policy of guests must not infringe upon the rights of other residents, in particular the rights of the roommate(s). The University reserves the right to deny access to any guest if it is reasonably determined that such a person has disturbed, will disturb, or is likely to disturb other students residing in the residence halls. Guests may not utilize residence hall facilities for more than two overnight periods in any seven-day period without the express written consent of the area coordinator. Guest rooms are available on a first-come, first-served basis."

Residence Life Staff

The Arcadia University Residence Life Staff consists of 3 area coordinators, 38 resident assistants, and numerous residence hall desk receptionists. The Public Safety staff meets regularly with the Residence Life staff to review campus security procedures. Staff is kept informed about how to complete incident reports, respond to emergencies and monitor and inspect the residence halls for security problems. Area coordinators meet regularly to review residence hall security procedures. The residence hall staff is informed about campus regulations and is certified in First Aid and CPR.

All new students living in residence halls are expected to attend floor meetings in which campus policies and security procedures are reviewed. These matters are also reviewed with upperclass students upon their return to campus and are reiterated by the area coordinator during the academic year at building-wide meetings. Periodic floor meetings also deal with policy issues.

Residence halls are closed during holidays, semester breaks and vacation periods, although exceptions may be granted to accommodate students on an individual basis. A meeting is held with the students remaining on campus during these periods to discuss special policies and security concerns and precautions.

Minimizing Your Risks

Students, faculty, staff and guests are encouraged to report any crime or unusual or suspicious incidents immediately to the Public Safety Department. A patrol officer will be dispatched to the scene to evaluate the situation and, if necessary, contact the proper authorities.

Reporting Emergencies

In the event of an emergency, prompt notification to the campus Public Safety Department is crucial. The Public Safety staff will contact the local police, fire department, medical personnel or others who might be needed to aid an accident or crime victim(s). During its normal daily operation hours, The Office of Student Health Services can be contacted in case of a medical emergency. For emergencies at other times, contact the Public Safety Department at 215-572-**2999** for assistance. If you become ill and need to use Student Health Services, you may request that a Public Safety officer escort you to and from your residence hall, apartment or other campus building.

Campus Violations of Policy

Students are encouraged to notify their Area Coordinator, Apartment Assistants, or Resident Assistants about residence hall policy violations. These policies exist to protect your security and personal well-being. Students are informed of residence hall security policies and programs at the beginning of each academic year. This information is also available in the *Student Handbook* at www.arcadia.edu/studenthandbook. The residence hall staff member will complete an incident report, which is submitted to the Student Affairs Office. The Associate Dean of Students and Director of Residence Life follows up on all incident reports to determine the appropriate action.

Escort Service

The University encourages all members of the campus community to use common sense and caution to protect themselves and their property. Upon the request of any student, faculty, staff member or guest, the Public Safety Department will provide escort service from one building to another and to and from the parking lots. You can contact the Campus Escort Service by calling the Public Safety Department at 215-572-**2900**, or use an emergency call box. When walking after dark, keep to the lighted walkways and avoid areas where shrubbery may conceal someone. When leaving your car, be sure to take your keys, remove your valuables and lock your car doors. Don't leave any personal property in sight. And, always close and lock your residence hall room to protect your property and yourself.

Obtaining Safety and Security Information

The Public Safety Department uses a variety of media to address issues of campus safety and security. This booklet,

Safety & Security, is published and distributed yearly to the campus community. Crime and safety programs are presented by members of the Public Safety Department each semester, and cover such topics such as sexual assault avoidance, security in the residence halls, safety on campus and safety awareness.

The campus newspaper, *The Tower*, reports on issues of safety and security.

A campus e-newsletter, the *Arcadia Bulletin*, is posted on www.arcadia.edu weekly and carries articles regarding safety and security issues when appropriate.

The Public Safety Department, upon request, provides speakers, programs and materials emphasizing campus and personal safety to clubs and organizations.

Please note the following phone numbers for use in case of emergency:

Dial extension only, **shown in bold**, when using campus phones. When dialing phone numbers not highlighted in bold **you must dial 9** and then the complete phone number.

Emergency Phone Numbers

POLICE/FIRE/AMBULANCE/EMERGENCY

Public Safety Department	215-572- 2999
Cheltenham Township Police	9-911

NON-EMERGENCY

Public Safety Department	215-572- 2900
Cheltenham Township Police	215-885-1600
Student Health Services	215-572- 2966

Accidents

EMERGENCY

Public Safety Department	215-572- 2999
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NON-EMERGENCY

Public Safety Department	215-572- 2900
Student Health Services	215-572- 2966

Support Services

Student Affairs	215-572- 2933
Student Health Services	215-572- 2966
Counseling Center	215-572- 2967
Alcohol & Other Drug Education Program	215-572- 4091

Montgomery County:

Victim Services Center	610-277-5200
Abused Women's Hotline	215-885-5020
Women's Center	215-885-5020
WOAR	215-985-3333
(Women Organized Against Rape) <i>www.woar.org</i>	

Crime Prevention Tips

There is much that staff and employees can do to protect themselves from crime. Many crimes occur only because there is an opportunity for them to happen. For example, most crimes of burglary and theft are random, not calculated. They occur because a residence hall door, room door or window is unsecured, or because car doors are unlocked. On a friendly campus like Arcadia University, it is easy to think nothing will happen. But crime can happen anywhere. Always follow these safety tips:

On Campus

- Walk in well-lit areas at night. Walk and jog in pairs or groups, particularly at night, or when in out-of-the way places. Do not ignore intuition: if you suspect you are being followed, change direction or head for a campus building (Grey Towers Castle is always staffed), or walk toward a group of people. Use the Campus Escort Service if you are walking alone.
- If a driver stops to ask for directions, do not get too close to the vehicle and risk being pulled inside.
- If you see a suspicious person or vehicle, call the Public Safety Department at 215-572-**2999** immediately. Be able to describe the person by sex; race; color, texture and length of hair; body size and shape; clothing; scars and other noticeable markings; mode of travel and, if a vehicle, the type, color and license number. Do not approach the person or the vehicle.
- Always have the key to your door in your hand before you arrive at the door. If attacked use your keys as a weapon. Place a key between your forefinger and middle finger and strike in a downward motion across the attacker's face. Then run to safety.
- DO NOT keep large sums of cash on campus. Keep your money in a checking account. Open an account from which you can cash checks on campus and which provides you with access to an ATM machine.
- Engrave all valuable property with your identification number and participate in "Operation ID." Learn how to reduce your risk of becoming a crime victim. Engravers and additional information are available from the Public Safety Department.

- Participate in campus crime prevention programs.
- Report all thefts and vandalism immediately to the Public Safety Department at 215-572-**2900**.
- Do not leave laptops, backpacks or books unattended. Label all personal items with your name.
- Become familiar with the Emergency/Escort call boxes and their locations on campus.
- If you are the victim of an assault or crime, call the Public Safety Department immediately at 215-572-**2999**, or contact your Area Coordinator, Apartment Assistant (AA) or Resident Assistant (RA).

In Offices and Classrooms

- Avoid working or studying alone in a building at night.
- While on campus, keep personal belongings in view.
- Use the campus escort service if you are walking alone at night by calling 215-572-**2900**.
- Report anyone who behaves suspiciously to the Public Safety Department. Remember his/her appearance and relay it to a communications officer.

Residence Halls/Apartments

- Always lock the door to your room, even if you are inside the room or step out briefly.
- If someone you don't know tries to enter a building behind you or asks to go past the security checkpoint with you for any reason, say "NO!" and immediately notify the Public Safety Department, Area Coordinator, AA or your RA. This includes solicitors.
- Never prop open exterior doors of residence halls.
- Never loan your key or card to anyone. Report all lost, stolen or missing keys or cards immediately to the Public Safety Department at 215-572-**2900** and to your RA/AA.
- Always ask who is at the door before opening it. Ask for identification to be slipped under the door so you can verify who it is.
- Report any unknown persons loitering in or around a residence hall immediately to the Public Safety Department at 215-572-**2999**.
- Never give out information about yourself to strangers over the phone.
- Never leave valuables, such as your wallet, purse, checkbook or jewelry, in open view.

While Driving

- Always lock your car doors when you are in the car and when it is parked.
- Park under a light or in well-lit lots.
- Always check the backseat and under the car before getting in.
- Have your keys in your hand ready to open the car door. Do not fumble in your purse or pockets looking for keys.
- Do not pick up hitchhikers.
- If you have car trouble, exit your car on the passenger side. Tie a white cloth on your antenna. Get back into your vehicle and lock your doors. Do not roll down the window all the way; roll it down only an inch or two to be able to ask for help, or to give a phone number. Never allow someone to fix the problem. Do not get out of the car. We strongly encourage everyone to belong to an emergency road service, like AAA.
- If you think you are being followed, drive directly to the nearest police or fire station or, if you are driving on campus, go to the Castle. Do not go to your room or apartment. If you cannot get to one of the above places, go to a public area such as a 24-hour convenience store.

Working Together

We're a small, close-knit community on the Arcadia University campus. We care about each other, and we want to keep our campus safe and secure at all times. To do that, we need to be responsible for our actions, and we need to look out for the welfare of others in our campus community. Be alert, be cautious, and don't hesitate to ask for help from the Public Safety Department or residence hall staff.

CRIME STATISTICS AND RATES

	2008		
	COUNT/#	RATE/FTE*	RATE/1000**
<u>PART I</u> ***			
Murder	0	0.0000	0.000
Sex Offenses			
Forcible	1/1	0.0003	0.001
Non-forcible	0	0.0000	0.000
Robbery	2/1	0.0006	0.002
Aggravated			
Assault	0	0.0000	0.000
Burglary			
Non-forcible	1/1	0.0003	0.001
Theft	22/2	0.0066	0.022
Motor Vehicle			
Theft	0	0.0000	0.000
<u>PART II</u>			
Fraud	0	0.0000	0.000
Stolen Property	0	0.0000	0.000
Vandalism	34/34	0.0102	0.034
Weapons	0	0.0000	0.000
Sex Offenses	0	0.0000	0.000
Drug Abuse			
Violations	9/9	0.0027	0.009
Liquor Laws	169/164	1.6900	0.050
Drunkenness	0	0.0000	0.000
Disorderly			
Conduct	0	0.0000	0.000
All Other			
Offenses	0	0.0000	0.000
<hr/>			
TOTALS	239/213		
FTE			
POPULATION	3063		

NOTES:

- # Reported within a residence hall
- * Full time equivalent (FTE) population faculty, staff, graduate and undergraduate students
- ** Crimes per 1000 rate of population
- *** Categories defined in the uniform crime rating system

2007			2006		
COUNT/#	RATE/FTE*	RATE/1000**	COUNT/#	RATE/FTE*	RATE/1000**
0	0.0000	0.000	0	0.0000	0.000
0	0.0000	0.000	1/1	0.0003	0.001
0	0.0000	0.000	0	0.0000	0.000
1/0	0.0003	0.001	0	0.0000	0.000
0	0.0000	0.000	0	0.0000	0.000
2/2	0.0006	0.002	4/4	0.0010	0.004
9/4	0.0028	0.009	25/17	0.0080	0.025
2/2	0.0006	0.002	4	0.0010	0.004
0	0.0000	0.000	0	0.0000	0.000
0	0.0000	0.000	0	0.0000	0.000
14/11	0.0043	0.014	10/9	0.0028	0.009
1/1	0.0003	0.001	0	0.0000	0.000
0	0.0000	0.000	1	0.0003	0.001
2/2	0.0006	0.002	4/12	0.0013	0.004
73/73	0.0226	0.073	74/74	0.0233	0.074
1/1	0.0003	0.001	0	0.00	0.000
1/1	0.0003	0.001	1	0.0003	0.001
1/1	0.0003	0.001	28/4	0.0883	0.028
107/98			151/131		
2772			2803		

These statistics reflect all reported crimes to the Arcadia University Public Safety Department for the calendar years 2006, 2007 and 2008.

**Reported Offenses
On Public Property*/non-campus Buildings or Property****

<u>Category</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>
Murder	0	0	0
Sex Offense			
Forcible	0	0	1
Non-forcible	0	0	0
Robbery	1	1	0
Agg. Assault	0	0	0
Burglary	0	2	3
Motor Vehicle			
Theft	0	2†	4†
Manslaughter	0	0	0
Arson	0	0	0
TOTAL	1	5	8

* **Public Property**—all public property that is within the same reasonable contiguous geographic area of the institution, such as sidewalks, a street or other thoroughfare, or parking facility; and which is adjacent to a facility owned or controlled by the institution and used by the institution in direct support of, or in any manner related to the institution’s educational purpose.

** **Non-campus Building or Property**—any building or property owned or controlled by a student organization recognized by the institution; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution’s educational purpose, and which is used by students, and is not within the same reasonable contiguous geographic area of the institution.

† 2 at O.S.

Arrests/referrals for offenses committed in residence facilities.

<u>Category</u>	<u>2008</u>	<u>2007</u>	<u>2007</u>
Weapons Possession	0/0	0/3	0
Drug Offenses	9/9	4/9	11
Liquor Law Violations	169/164	3/137	130

Arcadia University owns residence facilities in London, England; Dublin, Ireland; Athens, Greece; and Melbourne, Australia.

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