

ANNUAL SECURITY AND FIRE SAFETY REPORT 2025



ARCADIA
UNIVERSITY

This report contains data from 2022, 2023, and 2024.

MESSAGE FROM THE DIRECTOR

Dear Arcadia Community:



Greetings from the extraordinary staff of Arcadia University's Department of Public Safety. Under the Division of Campus Life, Public Safety continues to strive in the realm of "student-centeredness," and we need our community's assistance to do so. Arcadia is a welcoming community, where our lived values reflect our character and culture. Each community member plays a vital role in nurturing these lived values of adaptability, excellence, integrity, intellectual freedom, fearlessness, justice, respect, and responsibility ([Arcadia University Advantage](#)).

Our department provides a safe and healthy campus environment by delivering quality public safety services and building community problem-solving partnerships. Our open-door policy creates an inviting culture for our community to be able to report incidents, knowing they will be supported; interact meaningfully with our staff; and enhance our mission of providing the ultimate service. There is no higher priority here at Arcadia University than promoting the safety and security of our community so that our students, faculty, staff, and visitors can learn, live, and work.

The 2024 Annual Security and Fire Safety Report, published on October 1, 2025, includes information about the services the University provides and the resources available to our campus community. I encourage you to ask questions, share ideas with Public Safety or any other university official, and take steps to protect yourself and help promote a safe, secure environment for all. We take our community's safety seriously, and we want all members of the Arcadia community to do the same. In this way, we will live up to our motto: "Securing the Future, What Matters Most!" If after reading the Annual Security and Fire Safety Report, you have any questions about your safety or security or want to speak with an AUPS officer, feel free to stop by our Command Center in Dilworth Hall or email us at public-safety@arcadia.edu. By staying informed and engaged, you will help us maintain a safe and secure campus for all.

Go Knights!

A handwritten signature in black ink that reads "Ruth A. Evans". The signature is written in a cursive, flowing style.

Ruth A. Evans, M.S.
Director of Public Safety

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Arcadia University Mission Statement

Arcadia University provides a distinctively global, integrative, and personal learning experience for intellectually curious undergraduate and graduate students in preparation for a life of scholarship, service, and professional contribution.

Arcadia University Vision Statement

Arcadia University's pioneering, global, integrated, liberal arts, and professional learning experience cultivates leaders who are intellectually fearless and uniquely prepared for life and work. Our highly regarded, values-based learning community reflects the world in which we want to live.

Arcadia University Lived Values

- **Adaptability:** We prepare community members with the nimbleness to address the multifaceted challenges of civic life and to pursue new strategies in a dynamic world.
- **Excellence:** We challenge ourselves to perform at and provide high standards in education, experience, and opportunity. Academic excellence is evidenced in the rigor and vigor of our programs and also in the qualities of our alumni.
- **Fearlessness:** We facilitate a boundless learning environment across disciplines that integrate diverse perspectives into new knowledge and novel solutions to complex problems.
- **Integrity:** We are honest and ethical in our actions, individually and collectively as an institution. Our integrative experiences, grounded in the liberal arts and sciences, cultivate intellectual and social responsibility.
- **Intellectual Freedom:** We encourage freedom of thought and expression irrespective of ideological perspectives throughout our community of learners.
- **Justice:** We bring our individual and collective resources to bear to seek positive transformation in our community and the world. We are always on guard against injustice and its causes.
- **Respect:** Embracing our diversity creates a rich and welcoming atmosphere where the difference in culture, perspective, and belief enriches academic discourse and campus life and creates a sense of belonging for all community members.
- **Responsibility:** We are committed stewards of Arcadia, and we will ensure that decisions are made in accordance with institutional mission, goals, and guidelines.

PUBLIC SAFETY MISSION STATEMENT

The Arcadia University Department of Public Safety's mission is to create a community partnership of teamwork and responsiveness while providing a safe and secure atmosphere that is auspicious for the academic, communal, and working environments. We will work towards:

- Preventing, detecting, and investigating criminal and non-criminal incidents.
- Enforcing parking rules and regulations.
- Providing emergency and routine medical assistance.
- Providing security services for events at the University.
- Providing general services and assistance to university personnel, students, visitors, and guests.
- Educating the University community about the services offered by the Department of Public Safety.

PUBLIC SAFETY VISION STATEMENT

It shall be this Department's responsibility and objective to create an atmosphere where Department members interact with other community members and organizations providing a professional, prompt, and protective presence committed to public service. Each individual within this Department will be dedicated to providing a safe and civil environment in which all members of the Arcadia University Community can pursue academic goals in an atmosphere of safety, security, and service.

In doing so, we will remain aware of and responsive to the diverse community in which we serve while justly enforcing the rules and regulations of the Arcadia University Community and the Commonwealth of Pennsylvania.

OUR COMMITMENT TO SAFETY

Arcadia University is dedicated to keeping its campuses secure and healthy places to live, work, and study. The well-being of Arcadia University students, faculty, staff, and visitors is paramount to the University, and maintaining a safe environment is a shared responsibility that is taken with all due seriousness.

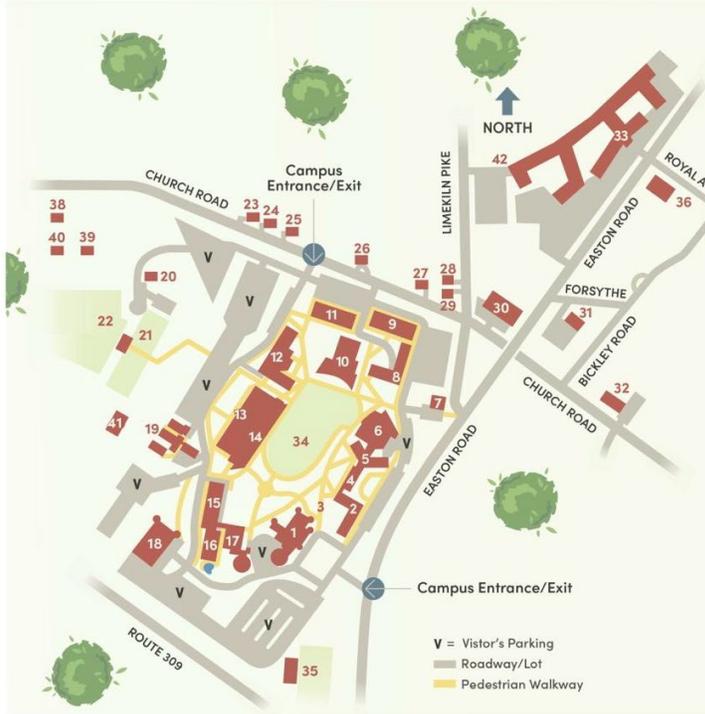
This report is designed to assist you in maintaining a safe environment for yourself and your property. We want you to become familiar with the University community, to understand the security policies and procedures that help to promote safety and respect for others on the Arcadia University campuses,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



ARCADIA UNIVERSITY CAMPUS MAP

Venture into the community VISITOR'S MAP

ARCADIA
UNIVERSITY



- | | |
|--------------------------------------|---|
| 1 Grey Towers Castle | 25 Academic Technology Services (ATS) |
| 2 Kistler Hall | 26 Center for Antiracist Scholarship, Advocacy, and Action (CASAA) |
| 3 Alumni Walk of Pride | 27 Office of Sexual- and Gender-Based Violence Prevention and Education |
| 4 Thomas Hall | 28 Admissions |
| 5 Dilworth Hall | 29 782 Limekiln Pike |
| 6 Dining Complex | 30 University Administrative Center |
| 7 The Alumni House at Blankley Hall | 31 University Relations |
| 8 Heinz Hall | 32 Larsen Hall |
| 9 Knight Hall | 33 Oak Summit Apartments |
| 10 Landman Library | 34 Haber Green |
| 11 Taylor Hall | 35 Jean Lenox West Field and Delran Pavilion |
| 12 Boyer Hall of Science | 36 Office of Civic & Global Engagement |
| 13 Kuch Recreation & Athletic Center | 37 125 Royal Avenue |
| 14 University Commons | 38 2550 Church Road |
| 15 Brubaker Hall | 39 Greenhouse |
| 16 Easton Hall | 40 The Black Box (The Steel Theater) |
| 17 Health Sciences Center | 41 Grounds Building |
| 18 Murphy Hall | 42 Good Shepherd Penn Partners |
| 19 Benton Spruance Art Center | |
| 20 Multi-Purpose Center | |
| 21 Weiss Tennis Courts/The Dome | |
| 22 Blankley Field | |
| 23 2063 Church Road | |
| 24 2059 Church Road | |

Visit arcadia.edu/Virtual-Tour to view our interactive map.

- 1. Grey Towers Castle**
Office of the President; Office of Enrollment Management (Admissions); Office of the Provost; Castle Dining Room; General Counsel; Nostrand Conference Room; Residence Halls; Rose and Mirror Rooms
- 2. Kistler Hall**
Art Gallery Office; Residence Hall; Theater Program Office; Office of Financial Aid
- 3. Alumni Walk of Pride**
- 4. Thomas Hall**
Residence Hall
- 5. Dilworth Hall**
Facilities; Information Technology Help Desk; Public Safety; Residence Hall; Lower Level
- 6. Dining Complex**
ATM; Classrooms 103 and 107; Dining Hall; Esports Arena; Faculty/Staff Dining Room; Honors Program; Mail and Print Services; Post Office; Student Radio Station (ARC); Templeton Campus Store
- 7. The Alumni House at Blankley Hall**
Office of Alumni Relations; University Advancement; Annual Fund; Development and Advancement Services; Planned Giving
- 8. Heinz Hall**
Alcohol and Other Drug Education Program; Commuter Lounge; Counseling Center; Residence Hall; Student Health Services
- 9. Knight Hall**
Office of Academic Development; Office of Career Education; Learning Resource Network; Residence Hall
- 10. Landman Library**
Beaver College Room; Offices for the College of Arts and Sciences; Judith Taylor Art Gallery; University Archives; Curriculum Lab; Writing Center; Stein Periodical Room
- 11. Taylor Hall**
Academic Advising; Arcadia Community Learning Center; English; Offices of Graduate and Undergraduate Studies; Office of Institutional Diversity; One-Stop Shop; Registrar; School of Education; KnightCard Services; IT Help Desk
- 12. Boyer Hall of Science**
Biology; Calhoun Amphitheater; Chemistry and Physics; Computer Center; Forensic Science; Mathematics and Computer Science; Observatory and Green Roof; Psychology

- 13. Kuch Recreation and Athletic Center**
Aerobics and Dance Studio; Athletic Hall of Fame Room; Athletics Offices; ATM; Fitness Center; Alumni Gymnasium; Indoor Track; Intramurals and Recreation; Lenox Pool; Locker Rooms; Weight/Training Rooms
- 14. University Commons**
Chat; Commons Art Gallery; Commons Meeting Rooms; Office of Engagement and New Student Programs; Stein Fireplace Lounges; Game Room; Great Room; Student Affairs; Student Government (SGO); Student Programming Board (SPB); Board Room
- 15. Brubaker Hall**
Public Health; Physician Assistant; School of Global Business
- 16. Easton Hall**
Digital Language Lab; Easton Café; History; International Peace and Conflict Resolution; International Studies; Modern Languages; Political Science; Sociology, Anthropology and Criminal Justice; College of Health Sciences; Philosophy and Religion;
- 17. Health Sciences Center**
E. Jane Carlin Wing; Carlin Seminar Room; George Ruck Suite; Physical Therapy
- 18. Murphy Hall**
Visual and Performing Arts (programs in Art, Design, and Theater); Media and Communication; Digital Imaging Studio; 3D Design Studio; Mitchell Art Studios; Music; Stitteler Auditorium; Video Production Studio
- 19. Benton Spruance Art Center**
Arcadia University Art Gallery; Little Theater; Thrall Art Gallery; Visual and Performing Arts
- 20. Multi-Purpose Center**
Used for general student recreation, intramural programming, and intercollegiate athletics programming.
- 21. Weiss Tennis Courts/The Dome**
- 22. Blankley Field**
Field Hockey, Soccer, and Softball Field; Pavilion
- 23. 2063 Church Road**
Forensic Science
- 24. 2059 Church Road**
Office of Sponsored Research and Programs
- 25. 2053 Church Road**
Academic Technology Services (ATS)

- 26. 2035 Church Road**
Center for Antiracist Scholarship, Advocacy, and Action (CASAA)
- 27. 2005 Church Road**
Office of Sexual- and Gender-Based Violence Prevention and Education
- 28. 776 Limekiln Pike**
Admissions
- 29. 782 Limekiln Pike**
- 30. University Administrative Center (777 Limekiln Pike)**
Accounts Payable; Accounts Receivable; Controllers Office; Finance and Administration; Human Resources; Institutional Planning and Budget Office; Purchasing; Information Technology; Institutional Research; Title IX
- 31. Marketing and Communications (16 Forsythe Avenue)**
- 32. Larsen Hall (1601 Church Road)**
The College of Global Studies
- 33. Oak Summit Apartments (310 S. Easton Road)**
Student Housing; Guest Housing; Student Affairs/Housing Office; Student Gym; Residence and Commuter Life Office
- 34. Haber Green**
- 35. Jean Lenox West Field and Delran Pavilion**
- 36. Civic & Global Engagement (6 Royal Avenue)**
- 37. 125 Royal Avenue (former Bishop McDevitt High School)**
- 38. 2550 Church Road**
- 39. Greenhouse**
- 40. The Black Box (The Steel Theater)**
- 41. Grounds Building**
- 42. Good Shepherd Penn Partners (741 Limekiln Pike)**
Penn Therapy and Fitness; Dan Aaron Stay Fit Clinic; Pro bono Clinic; Oak Summit Parking Deck



Dilworth Hall, Public Safety Entrance

2024 Annual Security and Fire Safety Report Information and Procedures

Arcadia University is dedicated to fostering a secure and healthy environment for our students, faculty, staff, and visitors. This Annual Security and Fire Safety Report is published in compliance with the Jeanne Clery Campus Safety Act (also known as the Clery Act and formally known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act), the Campus Fire Safety Right to Know Act, the 2013 Violence Against Women Reauthorization Act (VAWA), the Stop Campus Hazing Act (SCHA) and other applicable federal and state laws.

The Clery Act, originally enacted by Congress and signed into law by President George Bush in November 1990 as the Crime Awareness and Campus Security Act of 1990, was championed by Howard and Connie Clery after their daughter Jeanne, a college first-year student who was raped and murdered in her residence hall in 1986. The law requires all colleges and universities in the United States to report their annual crime statistics, campus safety policies, and crime reporting procedures to the United States Department of Education and the campus community. The Stop Campus Hazing Act, enacted in December 2024, requires institutions to collect and report statistics on hazing incidents as part of their annual security reports.

Colleges and universities in Pennsylvania have been subject to a similar requirement since 1998 under the College and University Security Information Act (Pennsylvania Act. #73), which mandates the reporting of campus crime statistics and security policies to the Pennsylvania State Police and their campus communities.

This report is designed to provide you with important information about campus safety, including:

- Crime and fire statistics for the past three calendar years (2022-2024)
- Security policies and procedures for all Arcadia University campuses
- Information on reporting crimes and emergencies
- Fire Safety information and statistics for on-campus housing
- Resources for victims of sexual assault, domestic violence, dating violence, and stalking
- Emergency response and evacuation procedures

This report is prepared by the Department of Public Safety, in cooperation with the Clery Compliance Committee members, Office of the General Counsel, the Office of Equity and Civil Rights/Title IX, the Dean of Students Office, Residence Life and Housing, and local law enforcement agencies. Crime statistics are gathered from reports made to the Department of Public Safety, designated Campus Security Authorities (CSAs), and local police

departments.

Note on Policy Statements and Reporting Periods The crime statistics included in this Report cover incidents reported during the most recent three calendar years. The policy statements that follow describe the University's current policies and procedures in effect as of the date of this Report, including those relating to sex discrimination, sexual harassment, sexual assault, domestic violence, dating violence, and stalking.

Although earlier versions of these policies may have been in effect at the time certain incidents occurred, the Department of Education requires that the Annual Security and Fire Safety Report reflect the policies and procedures in place at the time of publication. The University maintains archived copies of prior policies and procedures for compliance and audit purposes, but those earlier versions are not reproduced in this Report.

The official university authority for reporting incidents or acquiring information concerning crime prevention and campus safety and security is the Department of Public Safety: 215-572-2800, on campus, dial ext. 2800 or email public-safety@arcadia.edu. This document serves as Arcadia University's Annual Security and Fire Safety Report and fulfills all federal and state requirements concerning the availability of crime statistics and security/law enforcement policies and procedures on the Glenside, Pennsylvania campus; through the College of Global Studies; at the Horsham, Pennsylvania facility; and at the Christiana, Delaware campus. Copies of relevant federal and state laws, University policies, and campus crime statistics, are available upon request from the Department of Public Safety.

The full U.S. Department of Education report, including crime and fire statistics, is available at [Campus Safety and Security](https://ope.ed.gov/security/index.aspx). <https://ope.ed.gov/security/index.aspx>. Click "get data for one institution", then enter Arcadia University and Pennsylvania as your search parameters. Additionally, crime statistics for the main campus reported to the Pennsylvania State Police can also be obtained from Cheltenham Township Police. The Christiana, Delaware location reports crimes to the Delaware State Police Department. Crimes at the Willow Grove, Pennsylvania facility and Global Studies/Civic Engagement travels are recorded as "Occurrences at non-campus buildings" under the Glenside, Pennsylvania statistics.

Annual Security Report Preparation Policy Statement

Arcadia University maintains an Annual Security Report Preparation Policy that details the procedures for preparing, reviewing, and distributing this report to meet the requirements of the Clery Act. The complete policy, including preparation responsibilities, timeline, data collection procedures, and distribution methods, is available at: <https://www.arcadia.edu/life-arcadia/living-commuting/public-safety/crime-statistics/>

The report is distributed annually by October 1 to all currently enrolled students (full and part-time) and all employees (full and part-time). It is also available to any prospective student or employee upon request or via the university website at <https://www.arcadia.edu/life-arcadia/campus-services/public-safety/crime-statistics/>. Paper copies are available upon request from the Department of Public Safety at 450 S. Easton Road, Glenside, PA 19038. A prospective employee is defined as an individual who has contacted Arcadia University to request employment information. The report can be found at [Public Safety](https://www.arcadia.edu/life-arcadia/campus-services/public-safety/crime-statistics/). <https://www.arcadia.edu/life-arcadia/campus-services/public-safety/crime-statistics/>.

The Annual Security and Fire Safety Report provides valuable information to members of our community and potential members a document that will:

- Inform individuals of our programs and services, to make our community as safer as possible.
- Assist all individuals on how to reduce their vulnerability to crime by equipping them with safety and security guidelines.
- Inspire and invite all to assist in our mission of minimizing crime and precarious situations on and near campus.

Maintaining a safe campus is a shared responsibility. We encourage you to read this report carefully and use the information to help us foster a secure learning and working environment for everyone.

This report is distributed annually by October 1 to all current students and employees. Paper copies are available upon request from the Department of Public Safety.

Data is collected through Public Safety's internal incident reporting system, reports from Campus Security Authorities (CSAs), external partners, and mandated reporters.

The University, through its Crisis Emergency Management Team (CEMT), maintains and annually updates its Crisis Emergency Management Plan (CEMP). This plan prepares the University to respond to a wide range of emergencies including extreme weather events (snowstorms, tornados, etc.), shelter in place orders, lockdowns, active shooter situations, suspicious packages, bomb threats, workplace violence, and pandemic emergencies.

The University also conducts crisis management exercises (Procedure Reviews, Tabletops and After Actions Reports) and building drills on campus each semester. These exercises involve the participation of local, county, state, and federal law enforcement agencies, as well as internal departments, which assures our Crisis Emergency Management Team the opportunity to evaluate and adjust portions of our response to various situations as needed.

Acknowledgements: The production of this report would not have been possible without the dedicated assistance of the Clery Compliance Committee and University Relations.

Thank you for taking the time to review the information included in this report. Your engagement helps us fulfill our shared commitment to campus safety.



THE ARCADIA UNIVERSITY COMMUNITY

Arcadia University's Glenside, Pa., and Christiana, DE, campuses support a comprehensive crime prevention program designed to promote awareness, reduce risk, and enhance personal safety. Key components of this program include personal safety education, situational awareness training, safety escort services, and the regular distribution of safety-related publications and communications. Community members are encouraged to adopt proactive safety habits, such as remaining aware of their surroundings, reporting suspicious behavior, locking doors and securing valuables, and avoiding walking alone at night. Refraining from illegal drug use and alcohol abuse is also emphasized as a critical component of personal and community safety.

To promote a safe campus environment, landscaping on campus is maintained with security in mind. Landscaped 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. Public Safety personnel inspect campus lighting weekly and report inoperable lighting or areas of concern to Facilities Management for repairs and additional lighting as necessary.

Campus safety is further supported by technological infrastructure. The University's computerized smoke and fire alarm system, housed in the Public Safety Command Center and installed in all campus facilities, along with the Knight Card access systems, the "Blue Light" emergency call boxes (strategically placed throughout the campus), emergency phones in elevators, and CCTV enhance the comfort and safety of our faculty, staff, and students, as well as visiting members of the University community.

ENROLLMENT AND EMPLOYEE INFORMATION

Arcadia University's 2024 enrollment included 1,818 full-time undergraduates, 212 part-time undergraduates, 611 full-time graduate students and 763 part-time graduate students. In 2024, the University employed 475 full-time and 316 part-time faculty and staff during the same year.



THE DEPARTMENT OF PUBLIC SAFETY'S INFORMATION AND AUTHORITY

Arcadia University's Department of Public Safety is responsible for maintaining campus safety and security 24 hours a day, seven days a week, year-round. Public Safety officers have authority to enforce University policies and regulations on all Arcadia University property, including the Glenside, Pa., and Christiana, DE, campuses, and at university-sponsored events. The Department of Public Safety operates under the Campus Life Division, and consists of 29 security personnel: one Director, one Deputy Director, three Sergeants, and 24 patrol and communications officers. The department also employs student patrol officers during the academic year. Public Safety officers **do not** have arrest powers, and are **not** sworn or armed law enforcement officers. Cheltenham Township Police and other local police departments are notified when criminal incidents arise and assistance is required. The University also engages those agencies and contracts security companies for additional security and assistance during large-scale activities and events.

Arcadia University maintains a close working relationship with Cheltenham Township Police at the Glenside, Pa., campus, Delaware State Police at the Christiana, DE, campus, and Horsham Police at the Horsham facility. While there is **no** Memorandum of Understanding (MOU) with Cheltenham Township Police for regular criminal incidents, the University **does** have a MOU with Cheltenham Township Police regarding the investigation of crimes covered under the Violence Against Women Act. All other criminal incidents are investigated by the appropriate law enforcement agency with authority.

The University **does not** officially recognize student organizations with off-campus housing or facilities. However, several students, faculty, and staff live in adjacent neighborhoods within Cheltenham Township. Public Safety officers may respond to incidents occurring in close proximity to campus and communicate with Cheltenham Township Police through a county radio system to support a rapid and effective emergency response.

The Department of Public Safety also maintains a 24-hour a day, 7-days a week Command Center. Communications Officers perform a variety of tasks, including operating the University's telephone console after hours and dispatching calls over the portable radio system. Criminal incidents and other emergencies can be reported directly by dialing extension 2999 from any University telephone or from any phone at 215-572-2999. Non-emergency matters should be reported using the non-emergency number at extension 2800 (215-572-2800). Students and employees at the Christiana, DE, campus can also call the main campus numbers and/or the Delaware State Police at 302-739-5901 or 911 for assistance. These numbers are prominently listed in the University online telephone directory and included on all of our department's printed publications and correspondence.

Public Safety officers are always dispatched first to any campus incident. Depending on the information gathered at the scene, or in cases from information received by the Department's Communication Officer, the Shift Sergeant or Officer in Charge (O.I.C.) may request assistance from the Cheltenham Township or Christiana, DE, fire, ambulance, and/or police departments. Public Safety officers will also summon assistance from other Arcadia University departments and/or local, county, state, or federal agencies should the nature and scope of the incident indicate the need to do so. When an Arcadia University student engages in an off-campus offense, the Department of

Public Safety may assist with the investigation, in cooperation with local, county, state, or federal law enforcement agencies. While Cheltenham Township Police have primary authority in this area, Public Safety officers often respond to student-related incidents that occur in close proximity (within 500 feet) to the main campus. The Public Safety Command Center monitors local police, fire, and emergency medical calls via an assigned county radio, and these agencies have the capability to communicate with the Department of Public Safety via direct radio communications to facilitate a prompt response in emergency situations.

Information related to security matters and criminal activity is of major importance to the campus community. Safety presentations are delivered by Public Safety officials during building drills, open houses, summer welcome days, student orientations, and throughout the academic year as needed. Public Safety periodically publishes safety information via alerts, or in the campus newsletter, and by using printed material, email correspondence, and other electronic communications that includes statistical information about crimes on campus. Criminal matters of a sensitive nature are reported immediately to the appropriate administrator(s) (e.g., President, Vice Presidents, Title IX, General Counsel or Dean of Students) and to the campus community through alerts (e.g., safety alerts, timely warnings, or emergency notifications via the mass notification system).

REPORTING CRIMES AND OTHER EMERGENCIES

Prompt reporting of criminal activity or emergencies is essential to maintaining campus safety. Public Safety will notify local police, fire, or EMS personnel as needed. The Department of Public Safety, located on the lower level of Dilworth Hall, is open 24/7 for one to report an incident or other concerns in person. “Blue Light” Emergency telephones on campus will connect immediately to Public Safety by pushing the “Emergency” button for reporting incidents as well. The Emergency Phones located in campus elevators also connect directly to Public Safety. Dialing 911 from any campus phone will summon emergency assistance from Cheltenham Township Police/Fire or the Delaware State Police. Cheltenham Township Police/Fire Departments and the Delaware State Police will notify Public Safety of emergency calls received. In response to a report, the Department of Public Safety will take the required action, dispatching an officer(s) to the scene or informing the caller of additional methods to file a report. Students studying abroad will contact the local law enforcement agency to report crimes, as well as the College of Global Studies Health and Safety Department at 215-572-2123.

Methods to report incidents to Public Safety:

- Emergency Line: 215-572-2999
- Non-Emergency Line: 215-572-2800
- Administrative Line: 215-572-2801
- Public Safety Mobile Phone: 215-290-9700 (hearing impaired and power failures)
- Email: public-safety@arcadia.edu
- Location: Dilworth Hall, first floor

When reporting a crime, an emergency, or suspicious activity to the Arcadia University Public Safety Department, the Communications Officer may ask a series of questions to gather essential information about the nature of the incident. These questions help determine the appropriate response and ensure that responding officers have the necessary details to handle the situation effectively. Some common questions that a Communications Officer may ask during an incident report include:

- Your name and contact information
- Nature of incident you are reporting
- Location of the incident you are reporting

- Description of suspects or vehicles
- If there are any noticeable injuries
- If weapons or dangerous items are involved
- Any additional details or information that could be helpful
- Status of the incident: Is the situation ongoing or has it already been concluded?

It is the policy of Arcadia University to encourage prompt and accurate reporting of crimes when the victim of crime elects to do so. Reports may be made on behalf of another, when, for example, the victim of a crime is unable to make such a report. A report can be made directly to Public Safety, Cheltenham Township Police, Delaware State Police, Campus Security Authorities, Mandated Reporters, OECR, or the Campus Conduct Hotline (confidential). Information encouraging reporting is incorporated into new student orientation presentations, annual Resident Assistant training, and various University publications including the Student Handbook.

We encourage the motto: ***SEE SOMETHING, SAY SOMETHING!***

CAMPUS SECURITY AUTHORITIES (CSAs)

Arcadia University encourages all community members to promptly report all crimes and other emergencies directly to the Department of Public Safety. However, the University also recognizes that some individuals may choose to report incidents to other campus officials or offices.

The Clery Act requires institutions to designate certain employees as Campus Security Authorities (CSA). A CSA is any University official who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. For Clery purposes, a crime is considered “reported” when it is brought to the attention of a CSA, Public Safety, or local law enforcement by a victim, witness, third party, or the offender. The individuals involved do not need to be affiliated with the University.

When a CSA receives a report, they must document it and share it with Public Safety using Arcadia University’s established reporting procedures. All CSAs receive annual training on their responsibilities through in-person sessions and Canvas courses. All crime statistics included in this Annual Security and Fire Safety Report reflect reports received from all CSAs, as defined by the Clery Act. Arcadia University collects and includes reports regardless of how they are submitted or whether the reporting party is affiliated with the University.

Designated Campus Security Authorities at Arcadia University

Campus Security Authorities at Arcadia University include Public Safety Officers; Athletics staff, including coaches; Residence Life and Housing Officials; Dean of Students; Community Standards and Conduct; Gateway Program; Student Health Services; Counseling Services; Student Engagement staff; Office of Equity and Civil Rights; Title IX, Sexual Violence and Prevention staff; Center for Antiracism, Social Justice, and Inclusion officials; General Counsel; Human Resources; Faculty Advisors to student groups; and Victim Advocates.

The following individuals and offices are designated as Campus Security Authorities (CSAs) at Arcadia University. Community members may report crimes directly to any of these CSAs. Contact information is provided below:

- Department of Public Safety
215-572-2800 | public-safety@arcadia.edu
- Athletic Coaches and Staff
215-572-2159 | [Staff Directory](#)
- Residence Life and Housing Officials
215-572-4026 | housing@arcadia.edu
- Dean of Students/Campus Life
215-572-2933 | deanofstudents@arcadia.edu
- Human Resources
215-572-2173 | humanresources@arcadia.edu
- Community Standards and Student Conduct

- 215-572-2933 | communitystandards@arcadia.edu
- Gateway Program Staff
215-572-4045 | gatewaytosuccess@arcadia.edu
- Student Health Services
215-572-2966 | healthservi@arcadia.edu
- Counseling Services
215-572-2967 | counselingservices@arcadia.edu
- Student Engagement Staff
studentengagement@arcadia.edu
- Title IX Coordinator/Office of Equity and Civil Rights
215-517-2659 | occr@arcadia.edu
- Sexual Violence and Prevention Staff
215-572-4684 | svpe@arcadia.edu
- General Counsel
215-572-2657 | ogc-contracts@arcadia.edu

A full, up-to-date list of CSAs and their contact information is available at: <https://www.arcadia.edu/life-arcadia/campus-services/public-safety/crime-statistics/>

All Campus Security Authorities are required to promptly report Clery Act crimes to the Department of Public Safety by completing the [CSA Reporting Form](#).

CONFIDENTIAL AND ANONYMOUS REPORTING

Because police reports are public records under state law, Cheltenham Township Police and other local police departments cannot hold reports of crime in confidence. Arcadia University encourages all community members to report crimes to Public Safety, a Campus Security Authority (CSA) or a Mandated Reporter. However, we recognize that individuals may wish to report incidents confidentially.

Confidential Resources: The **ONLY** confidential resources on campus are providers at Counseling Services and Student Health Services. Reports made to these providers will not trigger a university investigation without the individual's consent, except in rare circumstances involving imminent risk.

Individuals who are not current clients of Counseling Services or Student Health Services may still access confidential reporting by contacting these offices to request an appointment or to discuss options for confidential support. Confidential resources are available to all students and employees, regardless of whether they have an existing relationship with the provider. For more information or to make a confidential report, contact:

- Counseling Services: 215-572-2967 | counselingservices@arcadia.edu
- Student Health Services: 215-572-2966 | shs@arcadia.edu

Voluntary Confidential Reporting for Statistics: Individuals who wish to have their incident included in the annual crime statistics without revealing their identity can make a confidential report through Counseling Services or Student Health Services. These offices can submit de-identified information about the incident to Public Safety for inclusion in the annual crime statistics. To make such a report, individuals can contact either office directly and specifically request to make a confidential report for statistical purposes.

Professional Counselor Reporting: Pastoral and professional counselors, when they deem it appropriate, are encouraged to inform the persons they are counseling of these procedures for voluntary, confidential reporting for inclusion in the annual crime statistics.

Anonymous Reporting: For those who wish to report anonymously, reports can be made through the Campus Conduct Hotline at 1-866-943-5787 or online at www.intouchwebsite.com/ech1079. Please note that the University's ability to investigate anonymous reports may be limited.

Please note: All other University employees, including CSAs, are mandated reporters and cannot guarantee confidentiality. Reports to these individuals will be shared with the Public Safety, Office of Equity and Civil Rights/Title IX, Human Resources, and/or Community Standard and Student Conduct, as required by University policy and law.



Florence, IT

THE COLLEGE OF GLOBAL STUDIES (ARCADIA ABROAD)

The College of Global Studies is known internationally for academically sound and experientially rich study abroad programs, offering a wide range of academic programs at Arcadia centers as well as at leading universities around the world.

Student health, safety, and security are critical to a high-quality learning experience abroad and are therefore our highest priorities. The College of Global Studies has an experienced and well-connected Health and Safety team based in Glenside that works closely with our expert in-country Resident Directors and overseas staff to employ best practices in health, safety, and security on all of our programs. Our staff members are prepared to support student's pre-departure and while on-site, and are available to respond to emergencies that may arise through 24-hour staffed telephone numbers.

For more information about The College's commitment to health, safety, and security, please visit: [Study Abroad Information](#).

THE DIVISION OF CIVIC & GLOBAL ENGAGEMENT

The Division of Civic & Global Engagement initiates and manages short-term global learning opportunities for our community as well as services for international students and English language learners. These include Preview the World courses for transfer and first-year students, and Global Field study four credit courses for juniors and seniors.

Civic & Global Engagement provides pre-travel training to program leaders with health, safety, and security concerns presented to participants, along with risk mitigation techniques, prior to departure. The information is provided in various formats to meet the variety of learning styles of Arcadia's student population.

While abroad, program locations are remotely monitored 24/7 using open-source intelligence collection and analysis with actionable information relayed to program leaders. Students receive emergency contact information for their trip leaders, Arcadia's Global Health & Safety Team, and Arcadia's travel assistance provider. All resources are available 24/7 for the duration of the programs.



CHRISTIANA, DELAWARE CAMPUS

The Arcadia University Medical Science programs operate at two campuses—in Glenside, Pa, and in Christiana, DE. The Christiana campus is located in an executive center in the Newark area, and the campus is immediately adjacent to Christiana Hospital and the Delaware Academy of Medicine Library, which provides access to all Arcadia Medical Science students. The Delaware State Police is the law enforcement agency for this area and works with Arcadia’s Public Safety staff on any reported incidents. Delaware State Police can be contacted by dialing 911 or calling 302-739-5901 at any time for assistance. Students of the Christiana, DE, campus follow the same university policies and procedures as those of the main campus in Glenside, Pa.

Public Safety provides onsite safety orientations to all incoming students, and the space is accessible via Knight Card access. While there are no Arcadia University Public Safety Officers assigned to the location, property management supplies an external security agency for campus patrols and Arcadia’s Public Safety staff is able to monitor activities 24/7 by CCTV in its main campus Command Center.

CENTER FOR FORENSIC SCIENCE RESEARCH & EDUCATION

Arcadia University utilizes space from the Center for Forensic Science Research & Education (CFSRE) to support the Forensic Program. The space is located at 206 Welsh Rd, Horsham, PA, 19044, and is occupied by Arcadia’s students during normal business hours. While there are no Arcadia University Public Safety officers assigned to the location, the Horsham Police Department is the law enforcement agency for the area and works with Arcadia’s Public Safety staff on any reported incidents. The Horsham Police Department can be contacted by 911 when on location, or by calling 215-643-8284 at any time. Students who utilize this space follow the same university policies and procedures as those of the main campus in Glenside, Pa. Crime statistics from this location are included in the non-campus category of the Glenside, Pa. (main campus) statistics section.

FACILITIES DEPARTMENT

Arcadia University’s Facilities Department manages campus maintenance, housekeeping, grounds, construction projects, and repairs of infrastructure. Facilities also maintain all of the University’s buildings and exterior grounds. Our facilities department conducts daily building inspections, preventative maintenance, and ongoing routine repairs of university properties to ensure all life safety systems are operational, as well as performing regular/annual testing of all safety systems, for example, fire alarm systems, fire suppression systems, water treatment, and many other regulatory and safety mechanisms to ensure proper performance. Device malfunctions, hazardous conditions, and infrastructure issues need to be reported to the Facilities Department for corrections at [SchoolDude Work Orders](#). Additionally, Public Safety officers perform regular tours of all buildings and immediately report unsafe conditions observed. Arcadia University adheres to NFPA-10 guidelines for the proper placement and maintenance of fire extinguishers and other fire safety equipment. Fire extinguishers are installed and maintained by an outside contractor who conducts one annual inspection and three quarterly inspections of all fire safety equipment. Monthly inspections of fire extinguishers and emergency lights are completed by maintenance personnel. In addition:

- Facilities employees at Arcadia University receive safety training (OSHA approved) on a monthly basis. The training covers a variety of topics, including fire safety, chemical spills, and hazardous waste incidents.
- Exterior lighting has been designed for high visibility, and is maintained by Facilities. Facilities identifies defective lighting and replaces it or has it replaced by contractors.
- Facilities manage key replacements for all doors on campus. Lost keys of individual dorm rooms will either be replaced, or the door locks will be changed, as determined by Residence and Commuter Life staff. If a universal key is lost, a decision will be made on a case-by-case basis as to whether any areas will need to be re-keyed.
- In an effort to maintain traffic safety on campus, speed bumps have been installed in various locations. The aim of the speed bumps is to remind drivers that the speed limit on campus is 15 mph.
- Entrances to campus buildings are monitored by CCTV, and the main entrance doors are accessible with Knight Card electronic access cards. Faculty, staff, and students are issued Knight Cards for access to campus facilities. Manual keys are issued to residential students, as well as faculty and staff, for easy access. Exit doors and emergency exits doors are marked for their purpose.
- Prior to the start of each fall semester, landscaping staff cut back all trees and shrubbery, providing clear sight lines and limited possibilities for anyone to hide and offering CCTV cameras unrestricted views.
- The Christiana, DE, campus has state-of-the-art security systems that are maintained by the property owner.

STUDENT HEALTH SERVICES – WELLNESS CENTER

The mission of Student Health Services (SHS) is to provide ambulatory medical services and healthy lifestyle promotion to Arcadia students through direct service and individual and campus-wide health education programming. SHS endeavors to support the student's physical and emotional self, while in the pursuit of their education. We nurture students as they strive for independence by teaching self-care concepts and encouraging safe and thoughtful practices as health care consumers. We strive to prevent the spread of disease and hazards related to environmental factors and treat acute conditions and emergencies.

The University's Student Health Services is located on the ground floor of Heinz Hall. It is staffed by two full-time nurse practitioners, a part-time nurse practitioner, a medical assistant and one administrative assistant. The office is open Monday through Friday 12 months a year with limited services in the summer months of June and July. If an ambulance is required, the staff of the SHS or Public Safety Department will call 911 for emergency service.

During its normal daily operation hours, Student Health Services can be contacted in case of a medical emergency involving students at ext. 2966 (215-572-2966). If you become ill and need to access Student Health Services, you may request that Public Safety transport you to Student Health Services for evaluation. For medical and other emergencies after hours, contact 911 or Public Safety at (215) 572-2999 for emergencies and (215) 572-2800 for regular assistance.

Along with providing physical healthcare and services, SHS works closely with Counseling Services to provide emotional support for students, as well as preventative programs and services for sexual violence, alcohol, and other drug-related issues.

COUNSELING SERVICES – WELLNESS CENTER

Arcadia University Counseling Services provides culturally sensitive mental health services that supports the psychological health and well-being of the diverse community of Arcadia students. Through direct clinical services, prevention initiatives, and wellness outreach and programming, Counseling Services aims to support the mental health and well-being of our students in order to foster a healthy campus community for all and to assist students toward academic and personal success. Counseling Services is also committed to the training and development of

graduate students who are learning to be professionals in the counseling field. With regards to Clery compliance, Pastoral and Professional Counselors, when deemed appropriate, are highly encouraged to inform any person they are counseling of any procedures to report crimes on a voluntary, confidential basis, for inclusion in the annual disclosure of crime statistics. Counseling Services provided include:

- free and confidential individual and group counseling;
- emergency triage;
- daily walk-in hours;
- alcohol and other drug counseling and programming;
- referral assistance; and
- wellness programming that includes sexual violence prevention.

ACCESS TO CAMPUS BUILDINGS

Arcadia University is committed to maintaining a secure campus environment. The University's academic, administrative, and recreational facilities are open to students, faculty, staff, and visitors during normal business hours and for scheduled events. After hours, those buildings are secured, and access is limited to authorized individuals via Knight Card electronic access or by contacting Public Safety.

All campus buildings are also monitored by CCTV, and Public Safety officers conduct regular patrols of both the interior and exterior of all facilities, including academic buildings, administrative offices, and athletic spaces. Facilities staff and Public Safety work together to ensure that lighting, landscaping, and building access systems are maintained for safety and security. Unauthorized access to any campus facility is prohibited and may result in disciplinary or criminal action. All members of the campus community are encouraged to report suspicious activity to Public Safety immediately. Faculty, staff, or students requesting after-hours access to campus facilities must contact Knight Card Services for a specialized access schedule. Guests and visitors requesting after-hours access must be accompanied by a University community member, receive prior approval, and may be required to check in with Public Safety.

For maintenance or security issues in any campus building, please contact Facilities at 215-572-2992 or Public Safety at 215-572-2800.



Dilworth and Thomas Halls

RESIDENCE LIFE AND HOUSING

The Arcadia University Glenside, Pa., Residence Life and Housing staff includes one (1) Director, three (3) Residence Life Coordinators, and 40 Resident Assistants (RAs). Residence halls are supervised by full-time, live-in Residence Life Coordinators (RLCs). Student RAs are also assigned to each residence hall. The RAs receive training prior to the return of students each semester, including security training. Other training regularly occurs throughout each semester. Public Safety staff meets regularly with residential staff to review campus security procedures, including how to complete incident reports, respond to emergencies, and monitor and inspect the residence halls for security problems. Public Safety officers conduct routine patrols in the residence halls at all hours of the day and night.

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 upper-class students upon their return to campus and are reiterated by the RLCs during the academic year at building-wide meetings. Periodic floor meetings also deal with policy issues.

Residence halls are closed during holidays and semester breaks, although some students may be able to request break housing, and exceptions may be granted to accommodate students on an individual basis. Information is shared with the students remaining on campus during these periods about special policies, security concerns, and precautions.

Student Housing

Traditional rooms may be single, double, or triple occupancy. In some cases, students are housed in rooms that accommodate four or more students. Staff will respond to requests for special arrangements or special needs as facilities allow. Arcadia University first-year and sophomore students who have a home address of 25 miles or farther are required to live on campus, in residence halls, unless approved via a waiver process. Junior, senior, and graduate students may elect to live off-campus, but the University assumes no responsibility for such accommodations. Housing arrangements for new students are made based on the complete housing application. Upper-class students select their own roommates, and their rooms are selected through a lottery system. Residence Life approves all room changes. All residential students must leave the campus during vacations and other holidays unless an exception is approved by the Director of Residence Life. Students are permitted to leave their property in their rooms during the winter and spring breaks only if they have paid their room deposit for the spring semester on time. The University assumes no liability for loss or damage to property left in rooms. Availability of housing for students enrolled in summer classes is determined prior to the beginning of each summer session. Whenever students are residing in residence halls during the summer months, the security policy is identical to that practiced during normal school semesters. For complete information about student housing, including types of housing, policies on housing assignments, and requests to change room assignments, please refer to the Housing website at [Residence Life and Housing Website](http://ResidenceLifeandHousingWebsite). The Office of Residence Life can be reached via email at Housing@arcadia.edu or 215-572-4026 for assistance.

Residence Hall Security

Housing units on campus are equipped with locks for which a key is issued to each resident. An electronic card-

access system is installed to provide greater control over entrances into traditional residence halls. Arcadia University Knight Cards allow students to enter those residential spaces. Public Safety officers conduct regular interior and exterior patrols of residential spaces and respond to incidents as reported. RAs are selected and trained to serve in traditional residence halls and have on-site responsibility for patrols, security, fire protection, and general safety in conjunction with Public Safety.

The Department of Public Safety immediately notifies the University Professional on Duty (POD), who is on call in the event of any incident involving a student. The POD may mobilize any number of support options for victims of a crime. Victim Services of Montgomery County maintains active chapters near Arcadia University and a 24-hour hotline (610-277-5200) for assistance.

For the protection of all residents of each building and their private property, all residents are expected to cooperate with the safety program, including the following regulations:

1. Keep the building entrance and exit doors closed and locked at all times.
2. Refrain from lending out your room key.
3. Do not give your Knight Card to anyone for building access.
4. Register guests' vehicles with the Public Safety and escort guests at all times.
5. Keep your room door locked at all times, even while inside the room.

Health & Safety Inspections

The Office of Residence Life performs regular health and safety inspections of residence hall rooms throughout the school year to find and eliminate safety violations. They include, but are not limited to, a visual examination of electrical cords, sprinkler heads, smoke detectors, fire extinguishers, and other fire safety systems. In addition, each room will be examined for the presence of prohibited items, such as sources of open flames, candles, non-surge protected extension cords, halogen lamps, and portable cooking appliances in non-kitchen areas. The inspectors will also check for signs of prohibited activity such as smoking, tampering with life safety equipment, or possessing pets. The inspection will also include a general assessment of food and waste storage, and cleanliness of the room. Prohibited items will be immediately confiscated and discarded or donated without reimbursement. Students are expected to read the Student Handbook and their University Housing Agreement, which include the rules and regulations for the residence halls, and to comply with those rules and regulations.

The following high-voltage electric and open coil appliances are prohibited in all University Housing: Air conditioners, air purifiers, sunlamps, space heaters, hot plates, toaster ovens, ceiling fans, refrigerators larger than 3.2 cubic feet, lamps with exposed bulbs, halogen lamps without approved covers, coffee makers, and irons without automatic shutoff capability.

The following items are permitted in the Oak Summit apartment kitchens **ONLY**: George Foreman or similar grills, electric skillets, hot plates, and toaster ovens.

Traditional residence hall rooms are limited to one (1) microwave and two (2) refrigerators. All microwaves in traditional or suite style housing **MUST** be leased through an authorized University vendor.

Residents of triple and quad occupancy rooms may have one (1) microwave and one (1) refrigerator, provided it is supplied by an authorized University vendor.

Also prohibited in all campus housing are candles, incense, potpourri burning units, Bunsen burners, bottled gas appliances and grills, and other devices with open flames.

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. All guests are required to possess and display valid identification upon request. When visiting residential areas, guests should be escorted at all times. Overnight visitors remaining on campus must obtain a temporary parking permit from the Department of Public Safety. Visitors are expected to abide by all University policies, and local, state, and federal laws.

It is the University's policy that guests must not infringe upon the rights of other residents, in particular the rights of the host's 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 Residence Life Coordinator.

Frequent patrols to check for unauthorized individuals and vehicles are conducted by Public Safety. Academic and administrative facilities are open at the appropriate times on days they are scheduled for approved use, permitting free ingress and egress for faculty, students, staff, and visitors. They are secured at the completion of the scheduled or approved periods of time each day. When a facility is secured, access is restricted to authorized individuals only through Knight Cards and/or Public Safety. Unauthorized access is strictly prohibited and may result in judicial and/or criminal prosecution. Residence hall access is restricted to residents and their guests via Knight Cards. All vehicles entering or parked on campus must have a student-parking permit, a faculty/permit, or a temporary parking permit appropriately displayed.

Disciplinary Matters in Student Housing

While minor infractions may be handled by RLCs and/or the Director of Residence Life, all conduct is under the purview of the Office of Community Standards and Student Conduct, who will manage major infractions, as well as repeated minor infractions as outlined in the University's Code of Student Conduct (part of the Student Handbook). A complete description of the Office of Campus Life's community standards, policies, and procedures can be found on the Campus Life webpage: [Community Standards and Student Conduct](#).



The Office of Equity and Civil Rights/Title IX

Arcadia University's Office of Equity and Civil Rights (OECR) - evaluates reports of alleged sexual harassment, sexual misconduct, discrimination, harassment, and bias incidents, even if the report was initially made to another individual or office. OECR/- is available to meet with students and employees who have questions regarding the [Policy Prohibiting Discrimination and Harassment](#) that address these types of misconduct, or who wish to make a report, receive resources, file a complaint, and/or request a formal investigation. The Director of OECR can be contacted at 777 Limekiln Pike, Suite 112, by phone at 215-517-2659, or by email at oeqr@arcadia.edu.

OECR is responsible for:

- Responding to reports and complaints alleging prohibited conduct, and ensuring that reports are handled according to Arcadia's approved non-discrimination [policy and procedures](#).
- Reviewing all sexual harassment, sexual misconduct, discrimination, harassment, and bias incidents reports to identify and address any potential patterns or systemic problems in Arcadia's community.
- Offering and explaining available supportive measures to parties that are involved in an allegation of conduct prohibited by Arcadia's policies.
- Overseeing investigations of allegations of prohibited conduct and drafting reports that summarize and synthesize the facts that were gathered during the investigation.
- Overseeing the adjudication process for allegations of conduct prohibited by Arcadia's harassment and discrimination policies.
- Monitoring the Arcadia community for barriers to reporting conduct prohibited by Arcadia's policies.
- Providing training to all employees, including Department of Public Safety employees, on OECR's policies and procedures, including appropriate initial responses to Complainants, and ensuring that Complainants are provided with the required notices of available resources and reporting options.
- Coordinating with local victim advocacy organizations and service providers, including rape crisis centers, to ensure that Arcadia students, faculty, and staff have access to local resources.
- Coordinating with the Office for Sexual and Gender-Based Violence Prevention & Education to create prevention and awareness programming for students, faculty, and staff, and periodically assessing the value, effectiveness, and outcome of these efforts.

The Office of Equity and Civil Rights staff are professionally trained to fulfill the above responsibilities. Arcadia's [Policy Prohibiting Discrimination and Harassment](#) can be found in the University's [Policy Library](#), <https://www.arcadia.edu/about-arcadia/offices-facilities-services/office-general-counsel-secretary-university/university-policies/policy-library/#ethics-policies> and on [OECR's website](#), <https://www.arcadia.edu/life-arcadia/diversity-inclusion/office-equity-civil-rights/>.

Policy Prohibiting Discrimination and Harassment

The University Policy Prohibiting Discrimination and Harassment provides definitions of prohibited conduct involving sexual harassment, sexual misconduct, bias, and harassment, as well as procedures for remedying conduct and consequences if an individual is found responsible. In addition to providing guidance on sexual harassment, sexual assault, dating violence, domestic violence and stalking, the University also has provisions in the policy for discrimination, bias, and harassment based upon all other protected classes set forth in federal, state, and local law. [Policy Prohibiting Discrimination and Harassment](#)

Prohibited Conduct

Discrimination means treating members of a protected class less favorably because of their membership in that class or having a policy or practice that has a disproportionately adverse impact on members of a protected class.

Harassment means a form of discrimination that consists of unwelcome conduct, whether verbal, physical, electronic, or otherwise, based on an individual's Protected Characteristic, where: (1) Enduring the offensive conduct becomes a condition of continued employment, education, or participation in any University program or activity, or (2) The conduct is severe, pervasive, and objectively offensive such that it effectively denies a person equal access to the University's education program or activity, or (3) The conduct has the purpose or effect of unreasonably interfering with an individual's employment or academic performance or creating an intimidating, hostile, or offensive employment, educational, or living environment.

Sexual Harassment means conduct on the basis of sex/gender that satisfies one or more of the following: (1) A University employee conditioning the provision of an aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct (i.e., quid pro quo); (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity; or (3) Sexual assault, dating violence, domestic violence, or stalking as defined in this Policy.

Sexual Misconduct means Sexual Harassment that does not fall within the Title IX definition but nevertheless constitutes inappropriate sexual or sex/gender-based conduct, including but not limited to: sexual assault, sexual exploitation, intimate partner violence, stalking, sexual or gender-based harassment, complicity, and retaliation, when such conduct: (1) Has the purpose or effect of unreasonably interfering with an individual's work, educational performance, or participation in University programs or activities, or creating an intimidating, hostile, or offensive working, academic, or social environment; (2) Is made either explicitly or implicitly a term or condition of an individual's employment, academic standing, or participation in any University programs, activities, or benefits; (3) Is used as the basis for University decisions affecting the individual; or (4) The conduct is sufficiently severe or intense and sufficiently pervasive or persistent to limit an individual's ability to participate in or benefit from the services, activities, or opportunities offered by the University.

Bias Incident - An act of conduct, speech, or expression to which bias is a contributing factor regardless of whether the act constitutes a crime or violates University policy. Bias incidents may include acts of intolerance, insensitivity, or harassment directed toward any individual or group based on characteristics such as race, color, national origin, ancestry, religion, age, gender, sexual orientation, gender identity, marital status, disability, genetic information, veteran status, or any other characteristic protected by law. Retaliation - Retaliation is any adverse action taken against a person for making a good faith report of prohibited conduct or participating in any proceeding under university policy. Retaliation includes threatening, intimidating, harassing, coercing or any other conduct that would discourage a reasonable person from engaging in activity protected under university policy.

Retaliation may be present even where there is a finding of "no responsibility" on the allegations of prohibited conduct. Retaliation does not include good faith actions lawfully pursued in response to a report of prohibited conduct.

NON-DISCRIMINATION STATEMENT

The University is committed to ensuring equal opportunity to all persons and does not discriminate nor does it permit discrimination on the basis of any Protected Characteristic in its educational programs, activities, admissions, or employment practices, as required by Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (“ADA”), the Age Discrimination in Employment Act (“ADEA”), and other applicable statutes. Arcadia prohibits discrimination against individuals on the basis of ethnicity, national origin, ancestry, race, color, religion, creed, sex, gender, marital status, affectional or sexual orientation, age, gender identity or expression, military or military veteran status, disability, family medical or genetic information, or any other legally protected characteristic.

The University is committed to creating a learning, living, and working environment in which discrimination, harassment, bias incidents, and retaliation is not tolerated, and in which respect for others is fostered. Discrimination, harassment, and bias incidents violate the dignity of individuals, impede the realization of the University's educational mission, and will not be tolerated. In addition, by maintaining a strong, consistent, and clear policy addressing discrimination, harassment, and bias incidents, we aim to help create an environment of inclusion and respect.

To report incidents of discrimination, please contact:

Diana L. Moro, J.D.

Director, Office of Equity & Civil Rights and Title IX Coordinator

Arcadia University

777 Limekiln Pike, Suite 112

Glenside, PA 19038

215-517-2659

oeccr@arcadia.edu

CAMPUS SEX CRIMES PREVENTION ACT

In compliance with the Campus Sex Crimes Prevention Act, Arcadia’s local law enforcement agencies and state websites where registered sex offender information may be obtained are listed below. 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 Township Police Department

8230 Old York Rd.

Elkins Park, PA 19027

215-885-1600

[Pennsylvania Megan’s Law https://www.pameganslaw.state.pa.us/](https://www.pameganslaw.state.pa.us/)

Delaware State Police – Call 911

[Delaware's Megan's Law https://newarkde.gov/339/Megans-](https://newarkde.gov/339/Megans-Law#:~:text=Sex%20Offender%20Investigations,the%20sex%20offender%20registry%20provisions)

[Law#:~:text=Sex%20Offender%20Investigations,the%20sex%20offender%20registry%20provisions](https://newarkde.gov/339/Megans-Law#:~:text=Sex%20Offender%20Investigations,the%20sex%20offender%20registry%20provisions)

SEXUAL ASSAULT PREVENTION & RESPONSE

According to the U.S. Department of Justice, sexual assaults are the most under-reported of all crimes. Underreporting is an issue on many university campuses. 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.

Sexual misconduct is an action, or course of actions, that violates the rights of others and demonstrates willful disregard for the principles of the Arcadia community. Arcadia is unwavering in its commitment to support survivors of sexual violence, to respond in a timely manner to any report of sexual misconduct, to conduct investigations in a timely and professional manner, and to adjudicate reports in a fair and equitable process. Due to the ever-changing landscape surrounding this subject, Arcadia commits to remain fluid in this matter where the University will continue to listen to its community, improve its prevention and educational programming, and review best practices at other institutions and regulatory guidance.

In an effort to reach all members of the University community 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. Programs are offered during new student orientation and supplemented 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 a number of campus organizations: Office of Equity and Civil Rights and Title IX, Campus Life, the Counseling Center, Student Health Services, or the Department of Public Safety. Arcadia's goal is to make all community members feel safe in reporting any harm they have experienced, including sexual harassment and sexual assault.

Immediate Emergency Services

If any member of the University community is a victim of rape or sexual assault, the survivor always has the option to participate in a Sexual Assault Nurse Examiner (SANE) exam. A SANE exam should be conducted as soon as possible following an assault for accuracy in results and preservation of evidence collected. This exam is recommended to help a survivor maintain their legal options even if the survivor is not physically hurt beyond the assault itself.

SANE Exams are available at the following location:

Jefferson Abington Hospital: 215-481-2000
1200 Old York Road, Abington, PA 19001

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

- Get help immediately. Contact any of the following departments/agencies to initiate assistance:
 - Public Safety Department: 215-572-2800 (Emergency line: 215-572-2999)
 - Office of Equity and Civil Rights and Title IX: 215-517-2659
 - Counseling Center: 215-572-2967
 - Student Health Services: 215-572-2966
 - Montgomery County Victim Services Center: 610-227-5200
- 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.

SANE Exams are available in Christiana, DE:

Christiana Care has Forensic Nurse Examiners at 4755 Ogletown Station Road, Newark, DE 19718. They can also be reached at 302-733-4799.

In addition:

- Title IX Coordinator in the Office of Equity & Civil Rights: 215-517-2659 (24/7)
- Public Safety: 215-572-2999 (24/7)
- Delaware State Police: 911
- Student Health Services: 215-572-2966 (Monday–Thursday, 8:30 a.m.- 4:30 p.m., Friday 8:30 a.m.- 4 p.m.)
- Counseling Services: 215-572-2967. (Monday – Thursday 8:30 a.m. - 4:30 p.m., Friday 9 a.m. - 4 p.m.)
- YWCA Sexual Assault Response Center: 800-773-8570 (24/7)
- Delaware Domestic Violence Hotline: 302-762-6110 (24/7)

Victims of VAWA crimes are strongly encouraged to report all incidents to the Department of Public Safety, Counseling Center, and/or Office of Equity and Civil Rights/Title IX. Public Safety will assist you in contacting local law enforcement, as well as on and off campus resources.

If a survivor seeks treatment at a local hospital, and police are contacted, it is not required for the survivor to proceed with any criminal charges.

When the University is notified that a student or an employee is a victim of sexual misconduct, the University will provide that person(s) with a written explanation of their rights and options regardless of the location of the offense.

CONFIDENTIALITY AND PRIVACY OF VICTIMS AND OTHER PARTIES

The University strongly supports a Complainant’s interest in confidentiality in cases involving sexual harassment and sexual misconduct. All employees of Arcadia are Mandated Reporters, except those in Student Health Services and Counseling Services. If a Complainant wishes to remain confidential, they may discuss the situation with Student Health Services or the Counseling Center.

All other employees of Arcadia are Mandated Reporters. Any information regarding violations of the Policy Prohibiting Discrimination and Harassment must be shared with the Director of the Office of Equity & Civil Rights/Title IX Coordinator.

The OECR will do everything possible to keep your information private—it will not be shared with others unless there is an educational, legal, or policy-related reason for disclosure.

The University maintains a daily crime log, which includes statistics of incidents of sexual misconduct, relationship violence, or stalking. Additionally, the University is obligated to report these incident statistics in the Annual Security report. In both instances, reporting and disclosures will be made without inclusion of identifying information about the victim.

WRITTEN STUDENT AND EMPLOYEE NOTIFICATION OF OPTIONS

When a student or employee reports to the University that the student or employee has been a victim of sexual harassment or sexual misconduct, 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:

- The importance of preserving evidence;
- How and to whom the offense should be reported;
- Options about involvement of law enforcement and campus authorities;
- The option to notify proper law enforcement authorities, including on-campus Public

- Safety and local police;
- OECR's assistance in notifying law enforcement, if the victim chooses;
- The right to decline to notify such authorities;
- Information about how the institution will protect the confidentiality of victims and other necessary parties;
- Publicly available recordkeeping;
- 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
- An explanation of procedures for institutional disciplinary action.

The University will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

SUPPORTIVE MEASURES:

The University will offer and implement appropriate and reasonable supportive measures, which do not burden the other party, upon a report of alleged sexual harassment, sexual misconduct, and/or retaliation by a Complainant.

Supportive measures are individualized services, accommodations, and other assistance that the University offers and may put in place, without fee or charge. Supportive measures are designed to restore or preserve equal access to the University's Education Program or Activity, protect the safety of all Parties and the University's educational environment, and/or deter sexual harassment, sexual misconduct, and/or retaliation, without being punitive or disciplinary in nature or unreasonably burdening the other party.

When the Director of OECR/Title IX Coordinator receives a report of possible sexual harassment or sexual misconduct—regardless of whether that report is made by the Complainant, a witness, or other party, or is provided to the Title IX Coordinator by a Mandated Reporter—the Director of OECR/Title IX Coordinator will contact the Complainant (1) to discuss the availability of supportive measures, and (2) to explain that supportive measures are available with or without filing a Formal Complaint.

Supportive measures may also be requested by and made available to respondents, witnesses, and other impacted members of the University community.

The Director of OECR/Title IX Coordinator will ultimately serve as the point of contact for any individual requesting supportive measures.

The University will maintain the privacy of the supportive measures, provided that privacy does not impair the University's ability to provide the supportive measures or, where applicable, to comply with the U.S. Department of Education's Title IX Regulations.

These actions may include, but are not limited to:

- Access to counseling services and assistance in setting up initial appointment, both on and off campus;
- Imposition of a University no-contact directive [1];
- Imposition of a University no-trespass directive;
- Rescheduling of exams and assignments;
- Providing alternative course completion options;
- A change in class schedule or transferring sections, including the ability to drop a course

- without penalty and, when possible, without any impact on financial aid;
- A change in work schedule or job assignment;
 - A change in student's University housing assignment;
 - Assistance from University staff in facilitating University housing relocation;
 - Financial aid-related services;
 - A voluntary leave of absence;
 - Providing an escort to promote safe movement between classes and activities;
 - Providing medical services;
 - Providing academic support services, such as tutoring;
 - A change of office space;
 - Any other accommodation which can be tailored to the involved individuals to achieve the goals of this Policy; and
 - Individualized safety planning with Public Safety and OECR.

Each case is different, and not all such actions will be available in every case.

[1] Violations of no-contact directives will be referred to appropriate student or employee conduct processes for enforcement

JURISDICTIONAL DEFINITIONS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING^[1]

Rape and Sexual Assault - Rape Offense Defined

The state of Pennsylvania defines rape as follows:

“A person engaging in sexual intercourse with a complainant by forcible compulsion (someone uses force, or threats of force, to prevent another person from resisting)”. The complainant can be either a male or female. There are multiple levels of other sexual assaults in the state of Pennsylvania. They are defined in detail in Chapter 31 of the Pennsylvania Crimes Code.

A person commits a felony of the first degree when the person engages in sexual intercourse with a Complainant:

1. By forcible compulsion;
2. By threat of forcible compulsion that would prevent resistance by a person of reasonable resolution;
3. Who is unconscious or where the person knows that the Complainant is unaware that the sexual intercourse is occurring;
4. Where the person has substantially impaired the Complainant's power to appraise or control his or her conduct by administering or employing, without the knowledge of the Complainant, drugs, intoxicants, or other means to prevent resistance;
5. Who suffers from a mental disability, which renders the Complainant incapable of consent. The Pennsylvania Crimes Code sections relating to sexual assault (PA CS Title 18, Subsection 3124.1), involuntary deviate sexual intercourse (PA CS Title 18, Subsection 3123) and aggravated indecent assault (PA CS Title 18, Subsection 3125) are considered rape for Clery and PA Uniform Crime Reporting (UCR).

The state of Delaware defines rape as follows:

“Intentionally engaging in sexual intercourse with another person and: The sexual intercourse occurs without the victim’s consent and during the commission of the crime, or during the immediate flight following the crime, or during an attempt to prevent the reporting of the crime, the defendant causes physical injury or serious mental or emotional injury to the victim; or The sexual intercourse occurs without the victim’s consent and it was facilitated by or occurred during the course of the commission or attempted commission of: Any felony; or Any of certain misdemeanors – reckless endangerment (2d degree); assault (3d degree); terroristic threatening; unlawfully administering drugs; unlawful imprisonment (2d degree); coercion; or criminal trespass (1st, 2d, or 3d degree); or in the course of the commission of 2d, 3d, or 4th degree rape, or while in the immediate flight following the crime, the defendant displayed what appeared to be a deadly weapon or represents by word or conduct that defendant is in possession or control of a deadly weapon or dangerous instrument; The sexual intercourse occurs without the victim’s consent, and a principal-accomplice relationship (defined in Del. Code § 271) existed between the defendant and another person(s) with respect to commission of the crime; or "The victim is not yet 12 years of age, and the defendant is at least 18 years of age.”

Domestic Abuse

Pennsylvania law defines domestic abuse as knowingly, intentionally, or recklessly causing bodily injury of any kind, causing fear of bodily injury of any kind, assault (sexual or not sexual), sexually abusing minor children, or knowingly engaging in repetitive conduct toward a certain person that puts them in fear of bodily injury. These acts can take place between family or household members, sexual partners, or those who share biological parenthood to qualify as domestic abuse. Section 2711 of the PA Crimes Code gives police officers the right to arrest without a warrant in all cases involving domestic violence.

Delaware law defines "domestic violence" as any act or threat of abuse committed by one family or household member against another. This includes physical violence, sexual assault, threatened or attempted violence, stalking, trespassing, unlawful restraint, psychological or emotional abuse, and economic control. The law applies to individuals related by blood, marriage, cohabitation, or those sharing a child. Under Title 25, §5141 of the Delaware

Code, "domestic abuse" is defined as any act or threat against a victim of domestic abuse or violence that either constitutes a crime under Delaware law or any act or threat that constitutes domestic violence or domestic abuse as defined anywhere in the Delaware Code.

Dating Violence

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

The state of Delaware addresses "teen dating violence" as part of its educational statutes. Under 14 Del. C. §4112E, "teen dating violence" is defined as assaultive, threatening, or controlling behavior, including stalking as defined in §1312 of Title 11, that one person uses against another person to gain or maintain power or control in a current or past relationship. This behavior can occur in both heterosexual and same-sex relationships, and in serious or casual relationships.

Stalking

Pennsylvania law defines stalking when a person either:

1. Engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or
2. Engages in a course of conduct or repeatedly communicates to another person under circumstances, which demonstrate or communicate either intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.

Delaware law defines stalking under 11 Del. C. §1312.

1. A person is guilty of stalking when they knowingly engage in a course of conduct directed at a specific person that would cause a reasonable person to:
 - Fear physical injury to themselves or another person; or
 - Suffer other significant mental anguish or distress that may, but does not necessarily, require medical or other professional treatment or counseling.

Ineffective Consent

Unless otherwise provided by the Pennsylvania Crimes Code or by the statute 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, because of youth, mental disease, 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.

The state additionally provides descriptors commonly associated with consent as part of its full definition when describing the offense of rape.

Delaware Crimes Code states that consent is ineffective in circumstances where the law deems the victim incapable of freely agreeing to the conduct. Under Delaware law, consent is not legally valid when it is obtained through coercion, force, threats, or other means that would compel a reasonable person to submit. Consent is also considered invalid if the defendant knows that the victim is unconscious, asleep, or otherwise unaware that a sexual act is

occurring; if the victim suffers from a cognitive disability, mental illness, or defect that renders them incapable of understanding or consenting; or if consent is procured through deception by a person in a position of trust or authority, such as a healthcare provider or clergy member, under the guise of providing professional care or counseling. Consent is further deemed ineffective if the victim's ability to appraise or control their conduct was substantially impaired through the use of drugs, intoxicants, or other means administered without their knowledge or against their will.

THE DEFINITION OF CONSENT

The Definition of Consent

Under the University's [Policy Prohibiting Discrimination and Harassment](#), consent is defined as follows:

Consent is defined as a freely and affirmatively communicated agreement to participate in sexual activity. Consent can be given by words or by clear, unambiguous action. What is essential is that the individual has affirmatively demonstrated their willingness to participate in sexual activity and, as such, consent may not be inferred from silence, passivity, or lack of response or resistance. Importantly, consent must be present at all times: at any time, a person can communicate that they no longer consent to sexual activity, and sexual activity must immediately cease.

Consent should be sought before initiating additional sexual acts, such that consent to some sexual activity (such as kissing) does not constitute consent to other sexual activity (such as intercourse), even if the person has previously agreed to engage in such sexual activity. Consent is not given if it results from the threat or use of physical force, intimidation, or any other factor that negates free choice. Determining whether consent was present during a sexual encounter is a fact- and circumstance-dependent inquiry which may include the larger context, if any, including relevant (as defined by this Policy) facts regarding the relationship between the Parties.

The Violence Against Women Act requires that the University train the University community on the definition of consent, with reference to sexual offenses, in the applicable jurisdictions (Pennsylvania and Delaware).

Pennsylvania and Delaware provide the following definitions of consent:

Pennsylvania law (Title IX Chapter 3: Culpability § 311. Consent. (a) General rule) provides: "The consent of the victim to conduct charged to constitute an offense or to the result thereof is a defense if such consent negates an element of the offense or precludes the infliction of the harm or evil sought to be prevented by the law defining the offense." Pennsylvania does not have a definition of consent applicable to criminal prosecutions of sex offenses.

Delaware's definition for "Without Consent" applicable to criminal prosecutions of sex offenses which is as follows (Title 11 Chapter 494):

- (1) The defendant compelled the victim to submit by any act of coercion as defined in §§ 791 and 792 of this title, or by force, by gesture, or by threat of death, physical injury, pain or kidnapping to be inflicted upon the victim or a third party, or by any other means which would compel a reasonable person under the circumstances to submit. It is not required that the victim resist such force or threat to the utmost, or to resist if resistance would be futile or foolhardy, but the victim need resist only to the extent that it is reasonably necessary to make the victim's refusal to consent known to the defendant; or
- (2) The defendant knew that the victim was unconscious, asleep, or otherwise unaware that a sexual act was being performed; or
- (3) The defendant knew that the victim suffered from a cognitive disability, mental illness or mental defect which rendered the victim incapable of appraising the nature of the sexual conduct or incapable of consenting; or
- (4) Where the defendant is a health professional, as defined herein, or a minister, priest, rabbi or other

member of a religious organization engaged in pastoral counseling, the commission of acts of sexual contact, sexual penetration or sexual intercourse by such person shall be deemed to be without consent of the victim where such acts are committed under the guise of providing professional diagnosis, counseling or treatment and where at the times of such acts the victim reasonably believed the acts were for medically or professionally appropriate diagnosis, counseling or treatment, such that resistance by the victim could not reasonably have been manifested. For purposes of this paragraph, "health professional" includes all individuals who are licensed or who hold themselves out to be licensed or who otherwise provide professional physical or mental health services, diagnosis, treatment or counseling and shall include, but not be limited to, doctors of medicine and osteopathy, dentists, nurses, physical therapists, chiropractors, psychologists, social workers, medical technicians, mental health counselors, substance abuse counselors, marriage and family counselors or therapists and hypnotherapists; or

- (5) The defendant had substantially impaired the victim's power to appraise or control the victim's own conduct by administering or employing without the other person's knowledge or against the other person's will, drugs, intoxicants, or other means for the purpose of preventing resistance.

Title 18 § 311. Consent. [PA Consent Law](#)

- 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 negates 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.

Delaware Law – Definition of Consent (Title 11, § 761 and § 773): Delaware Code Title 11, § 761 (Definitions):

<https://delcode.delaware.gov/title11/c005/sc02/index.html>

Delaware Code Title 11, § 773 (Rape in the third degree; class B felony):

<https://delcode.delaware.gov/title11/c005/sc03/index.html>

A sexual act is "without consent" of the victim when:

- The defendant compels the victim to submit by any act of coercion as defined in §§ 791 and 792 of this title, or by force, by gesture, or by threat of death, physical injury, pain or kidnapping to be inflicted upon the victim or a third party, or by any other means which would compel a reasonable person under the circumstances to submit;

- The defendant knew that the victim was unconscious, asleep, or otherwise unaware that a sexual act was being performed;
- The defendant knew that the victim suffered from a cognitive disability, mental illness or mental defect which rendered the victim incapable of appraising the nature of the sexual conduct or incapable of consenting;
- Where the defendant is a health professional, or a minister, priest, rabbi or other member of a religious organization engaged in pastoral counseling, the commission of acts of sexual contact, sexual penetration or sexual intercourse by such person shall be deemed to be without consent of the victim where such acts are committed under the guise of providing professional diagnosis, counseling or treatment and where at the times of such acts the victim reasonably believed the acts were for medically or professionally appropriate diagnosis, counseling or treatment, such that resistance by the victim could not reasonably have been manifested; or
- The defendant had substantially impaired the victim's power to appraise or control the victim's own conduct by administering or employing without the other person's knowledge or against the other person's will, drugs, intoxicants, or other means for the purpose of preventing resistance.

[1] Arcadia University's policies have definitions that differ from the definitions used by the Commonwealth of Pennsylvania and by the state of Delaware. Arcadia University prohibits crimes under the VAWA Act.

PROGRAMMING, TRAINING AND EDUCATION TO PREVENT SEXUAL VIOLENCE (SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, AND STALKING)

Overview

Arcadia University's comprehensive sexual violence prevention programming includes a variety of program formats, approaches, and modalities. At Arcadia University, the term "sexual violence" is used as an umbrella term to describe sexual assault, dating or domestic violence, and stalking. With consideration for the safety of all members of the University's community, all programming and training is open for both students and employees. Programs include:

- Descriptions of safe and positive options for bystanders;
- Information on how to recognize warning signs of sexual violence;
- Risk and harm reduction techniques, including information on how to recognize and avoid potentially harmful situations, and strategies to reduce the risk of victimization; and
- Prosocial, primary prevention techniques that focus on changing social norms and promoting healthy, respectful relationships.
- Risk reduction and harm reduction techniques, including information on how to recognize and avoid potentially harmful situations, and strategies to reduce the risk of victimization.
- Prosocial, primary prevention techniques that focus on changing social norms and promoting healthy, respectful relationships.

Arcadia University provides primary prevention and awareness programs for all incoming students and new employees, as well as ongoing prevention and awareness campaigns for all students and employees. These programs include, at a minimum:

- A statement that the University prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking;
- The definitions of dating violence, domestic violence, sexual assault, stalking, and consent, as defined by the University and applicable state law;
- A description of safe and positive options for bystander intervention;
- Information on risk reduction, including how to recognize warning signs of abusive behavior and how to avoid potential attacks; and
- Information on the procedures the University will follow when one of these crimes is reported, and the rights and options available to victims.

All of the above topics are included in both student and employee training.

Risk Reduction Content:

Without any intention of blaming the Complainant, and with the knowledge and recognition that only those who commit sexual violence are responsible for those actions, the University makes suggestions that are intended to help reduce the risk of experiencing non-consensual sexual acts. Risk reduction programming for students and employees includes information and practical strategies to help individuals recognize warning signs of abusive or harmful behavior, avoid potentially dangerous situations, and reduce the likelihood of victimization.

Examples of risk reduction content include:

- Recognizing red flags in relationships and social situations;
- Setting and communicating personal boundaries;
- Understanding the role of alcohol and other drugs in sexual violence;
- How to seek help or remove oneself from unsafe situations;
- How to support peers who may be at risk;
- In all University public bathrooms, there are stickers with information on how to file a report
- What healthy relationships look like, and being able to identify "red flag" behavior in partners.

These topics are addressed in orientation programs, annual training, and ongoing awareness campaigns for all members of the campus community.

The Office of Sexual and Gender-based Violence Prevention and Education

The purpose of the Office of Sexual Violence Prevention and Education (OSVPE) is to prevent incidents of sexual and gender-based violence and improve the University's response to such incidents through:

- Assisting campus community members in understanding and accessing the resources and services available to them if they or someone they know have experienced sexual or gender-based violence;
- Educating the University community about sexual and gender-based violence and promoting behaviors that reduce the risk of such violence;
- Streamlining efforts to prevent and respond to sexual and gender-based violence at Arcadia University through the Coordinated Community Response Team; and
- Supporting review of policies, protocols and procedures related to those efforts.

The Sexual Violence Prevention Director is responsible for directing the OSVPE, as well as the efforts of the Coordinated Community Response Team. The Director also serves as a non-confidential resource for survivors, friends of survivors, and for faculty and staff who support students. OSVPE also provides training for students at the Christiana, DE, campus.

The OSVPE bases all training on primary prevention theory, which means they focus on cultivating culture shift, rather than encouraging potential victims to practice risk or harm reduction techniques. Programming and outreach tactics are informed by research and assessed for learning outcomes that are intended to stop harmful and prohibited behavior before it occurs through the examination of the roots of harmful attitudes and beliefs and the promotion of positive and humane behaviors that foster healthy and mutually respectful relationships. Such programs seek to challenge harmful social norms and change behavior. During business hours, the Director can be contacted at (215) 572-4684 or any time at svpe@arcadia.edu.

The Coordinated Community Response Team

The Arcadia University Coordinated Community Response Team (AUCCRT) is a multi-organization team that works together to address sexual violence on both campuses. The team works to ensure students at the University receive appropriate and ongoing, evidence-based, and best practice prevention education, and that those who experience sexual violence receive timely, seamless, trauma-informed, and victim-centered care and access to resources.

Currently represented on the AUCCRT are:

- Campus Life/Office of the Dean of Students
- Office of Sexual Violence Prevention and Education
- Staff Counsel
- Office of Equity and Civil Rights/Title IX
- Department of Public Safety
- Counseling Services
- Student Health Services
- Victim Services Center of Montgomery County
- Cheltenham Township Police Department
- Laurel House Domestic Violence Services
- Faculty Senate
- Office of Access, Equity, Diversity, and Inclusion
- Disability Support Services
- Residence Life and Housing
- Office of Community Standards and Student Conduct
- Athletics

First-Year Comprehensive Prevention Programming



The prevention and awareness programs start before the students commence classes in August. Pre-class programming, sponsored and overseen by various University departments, focuses on awareness and knowledge building designed to increase audience understanding of what sexual violence is, what resources are available to them should they or a friend experience sexual violence, promote safety, and reduce perpetration. For example, each year, **all** incoming students are required to complete on-line tutorials presented by **Vector Solutions**. This online tutorial focuses on the federal, state, local and University definitions of consent, sexual assault, dating/domestic violence, stalking, harassment, sexual misconduct, and the importance of being an active bystander in prevention sexual assault. It also includes scenarios illustrating the intersections of alcohol and sexual violence, and forums and opportunities for bystander intervention, as well as a pre- and post-test about definitions and awareness of the statistics about sexual misconduct on college campuses and how to intervene safely and positively.

During orientation, students also participate in a large group session called *Zero Shades of Grey*, a program put on by Collegiate Empowerment, that talks about red flags in relationships, how to be a positive bystander, and other tactics to recognize and prevent harm.

Annual Awareness and Prevention Programs

Consent Tabling

Students and professional staff have hosted monthly tabling events in The Chat to engage students, faculty, and staff in conversations about red flags in relationships. In addition to these regular tabling events, the OSVPE also invited various off-campus partners to table such as Victim Service Center of Montgomery County and Laurel House.

Kisses and Condoms Event

Wellness Service's annual Kisses and Condoms event focuses on consent, developing healthy relationships, and safe sexual activity practices.

Clothesline Project

Students engaged in decorating t-shirts with their own stories of power-based shows of support that were then hung on a clothesline on the Haber Green.

Denim Day

On the last Wednesday of April, we acknowledge Denim Day. Campus community members are encouraged to wear jeans, or a patch of jeans marked "Denim Day." The campaign began after a ruling by the Italian Supreme Court where a rape conviction was overturned because the justices felt that since the victim was wearing tight jeans, she must have helped the person who raped her remove her jeans, thereby implying consent. The following day, the women in the Italian Parliament came to work wearing jeans in solidarity with the victim. The purpose of the campaign is to raise awareness not only of sexual assault, but also about the prevalence of victim blaming.

Taco Bout Consent

Hosted by the Office of Equity and Civil Rights/Title IX, this program is part of a series of events in April, which is recognized annually nationwide as Sexual Assault Awareness Month. All members of a community are encouraged to attend and gain useful resources on consent, sexual health, and healthy relationships while enjoying a walking taco lunch. Additionally, there are resources for both on- and off-campus offices/partner organizations.

Instagram Awareness

Peer Educators in OSVPE regularly create and post graphics relating to theme months (i.e. April as Sexual Assault Awareness Month and Domestic Violence Awareness Month), as well as share information about local and national resources, green flags in relationships, and historical figures who have had a positive impact on violence prevention.

#BaeGoals

In conjunction with the Office of Student Engagement, the Office of Sexual Violence Prevention hosted a "Fun Til One" event where bagels were given to students along with stickers that say #BaeGoals and information about healthy relationships.

Bystander Intervention

Bystander Intervention consists of safe and positive options that may be carried out by an individual or group to prevent harm or intervene safely when there is a risk of an occurrence of harm to another.

Training with regard to bystander intervention also includes recognizing situations of potential harm, gaining the confidence to intervene in any way, overcoming the barriers to intervening, identifying safe and effective intervention options and how to take action. Bystander Intervention training also reviews the types of interpersonal violence that are prohibited on Arcadia's campus. Arcadia University's Bystander Intervention programs intended student-learning outcomes are:

- Students will develop a working definition of consent, dating/domestic violence, sexual assault, and stalking;
- Students will be able to identify warning signs of sexual assault, dating/domestic violence, and stalking behaviors;
- Students will be more confident intervening as a bystander; and
- Students will be able to identify realistic pro-social behaviors in which they can engage.

The University's specific bystander intervention programs include:

- Annual bystander intervention workshops for all athletes.
- During First Year Seminars, faculty members have the option to schedule a 50-minute bystander intervention workshop for their students, or require that students attend a similar workshop scheduled outside of regular class time.
- Regular bystander intervention workshops are presented for the campus community at large by trained peer educators and staff.

The presentations are tailored for specific audiences such as student-athletes, first-year students, students who identify as LGBTQIA+, and other student organizations.

Potential Options for Bystanders

Oftentimes, when a sexual assault or other traumatic event is about to occur, bystanders are close by. Many would be willing to intervene if they had an idea of what they could do. It is important to evaluate the situation and develop a plan before taking action. It is imperative that you intervene **ONLY** if you can safely do so. If it is determined that an intervention may be performed safely, there are four techniques that might be employed. Below you will find a description and examples of each.

- **Direct Intervention:** This intervention style is direct and, by far, the most confrontational. It often involves naming the offending action. Examples: Speaking directly to a potential perpetrator saying, "What you're doing there is not ok, stop" or speaking directly to a potential victim saying, "This is not ok."
- **Distracting Intervention:** This intervention style relies on distracting the involved parties long enough to stop the offending behavior. Examples: Tell the potential perpetrator that the vulnerable person is your significant other, your cousin, little sister/brother, etc. Pretend to receive a phone call and tell the potential perpetrator someone asked for them to meet at a different location immediately. Pretend to feel sick and tell the vulnerable person you need them to help you leave. Say you see an old significant other, feel uncomfortable, and need someone to stay with you in case they approach you. Create a distraction: Ask for the time, ask for a menu, ask for directions, tell a joke or a story.
- **Delaying Intervention:** This intervention style provides the bystander with an opportunity to clarify facts and circumstances. It is similar to Distracting Intervention, but acknowledges that not all situations that are perceived to be non-consensual are. Examples: Ask the potential victim to step away for a moment and ask clarifying questions such as "Is all that is going on ok with you?" Ask the potential perpetrator to step away for a moment and ask clarifying questions such as "Do you think that person is sober?" Ask other witnesses about their view of the situation.

- **Delegation Intervention:** This intervention style includes some elements of the other interventions, but dictates finding others to assist. This is often an effective technique when the bystander is nervous, or others know the involved parties better. Examples: Ask others to get involved, ask someone to distract the perpetrator while another person removes the victim from the situation.

It is worth noting that many successful incidents of bystander intervention combine more than one of these techniques, particularly when intervening against the potential perpetrator.

If a situation rises to the level of an emergency, call the police or Public Safety. If you do not want others to know that you have contacted the authorities, go to a bathroom, a closet, or outside to make the call.

Arcadia University's Amnesty Medical Policy may be utilized for interventions ([Health and Wellness Center](#)).

Student Experience Leader Training

Each summer, both RAs and Student Experience Leaders (SELs) receive position-specific training to ensure that they are prepared to engage in positive and safe active bystander techniques, support students who may have experienced incidents of sexual violence and assist in leading discussions about sexual violence prevention. In addition to bystander intervention training, student leaders are taught how to receive a disclosure of DVSA and how to stop a disclosure to inform students that they are a mandated reporter and receive informed consent from the student.

Residence Assistants Training

RAs receive yearly training via various departments, including Office of Equity and Civil Rights/Title IX, Community Standards and Student Conduct, OSVPE, and Public Safety, focusing on privacy, being a mandated reporter, their roles as campus security authorities, bystander intervention, reporting incident structures, managing situations, and more.

Student Experience Leaders and Orientation Leaders

SELs and Orientation Leaders (OLs) help support and promote programming for Title IX and alcohol and other drug presentations. During Fall Welcome Week, a contracted training company delivers this information to all incoming students. This session is mandatory for all new students. In addition, we encourage the Director of OSVPE and Title IX coordinator to be present so students are able to identify those to whom at Arcadia University they can turn.

OSVPE Peer Educators

OSVPE Peer Educators are trained in the areas of empathy, being trauma-informed, and how to receive a DVSA intake. Peer Educators who are interested can also learn how to conduct the bystander intervention training that is provided by the OSVPE professional staff.

In addition to regular workshops, peer educators are also eligible to engage in other programming development and execution for ongoing prevention program efforts, such as Sexual Assault Awareness Month, Dating/Domestic Violence Awareness Month and Stalking Awareness Month. All peer education programming is based on primary prevention theory, meaning that they are focused on cultural change, rather than risk or harm reduction.

Wellness Services Peer Educators

In addition to the OSVPE Peer Educators, Wellness Peer Educators are trained to present and provide programming on Alcohol and Other Drug Education and Sexual Violence Prevention. Wellness Peer Educators are also trained in holistic wellness which includes the six dimensions of wellbeing:

- Physical health;
- Mental health;
- Financial;
- Belonging;
- Spiritual; and
- and Intellectual.

Wellness Services provides oversight for the Wellness Peer Education Program. Trained peer educators are responsible for providing comprehensive well-being education and health promotion on campus through Wellness Wednesdays, Toilet Talk fliers, and the AUWellness Instagram account.

Peer Educators are asked to take a certification exam. Peer Educators who pass the exam are awarded National Association of Student Personnel Administrators certification and are allowed to continue to workshop content.

Employee Training

Arcadia employees have the opportunity to participate in the following trainings:

Campus Violence Awareness for Employees

Employees take a virtual training course with the goal of educating them about the requirements of the Campus Sexual Violence Elimination (SaVE) Act. This includes identification of and response to incidents of sexual violence against students. It covers sexual violence awareness, risk reduction, bystander intervention, actions to take after sexual violence has occurred, student disciplinary proceedings, victim protection, and sanctions. This training is mandatory for all employees.

Sexual Harassment: Staff-to-Staff

A virtual training for employees designed to provide them with a basic understanding of sexual harassment and strategies to maintain a harassment-free environment is provided. This training is mandatory for all employees.

Mandated Reporter Training (Title IX):

Mandatory for faculty, staff, and Resident Assistants regarding their mandated reporter responsibilities under University policy and procedures.

Publications and Web-based Resources

Students Rights and Resources Brochure

The Rights and Resources Brochure includes a list of frequently asked questions, students' rights when they have experienced sexual violence, a general overview of the Title IX reporting and student conduct processes, and a list of applicable resources for students who have experienced sexual violence. Students may receive a printed copy of the Rights and Resources Brochure from the Office of Sexual Violence Prevention & Education, the Office of Equity and Civil Rights or the Office of the Dean of Students. In addition, the resource may be accessed on the Arcadia University Office of Equity & Civil Rights webpage.

OFF-CAMPUS VIOLATIONS OF LAW

If a student is criminally convicted of off-campus conduct, the University may impose campus sanctions as well, pursuant to the Student Handbook. The Arcadia University Public Safety Department works in conjunction with the Cheltenham Township Police Department, Delaware State Police, and other law enforcement agencies in order to monitor criminal activity at off-campus locations. The Cheltenham Township Police Department and Delaware State Police routinely provide information to the University regarding incidents involving students residing in or visiting the local areas. Other college and university police and public safety departments also report incidents involving Arcadia University students on their campuses. The Department of Public Safety can provide resources for students who are victims in off-campus incidents ([Public Safety](#)).

COORDINATION WITH LAW ENFORCEMENT

The University encourages all individuals to consider seeking assistance from a medical provider and/or law enforcement immediately after an incident of sexual harassment or sexual violence in order to ensure preservation of evidence for the purposes of seeking criminal or civil remedies, or in case an individual would like to make a Formal Complaint to the University. Seeking assistance from these resources can ensure preservation of evidence for the purposes of seeking criminal or civil remedies, or in case an individual would like to make a Formal Complaint to the University. The University will provide coordination with law enforcement, information about the University's resources and complaint processes, as applicable, and transportation to the hospital.

RESOURCES FOR VICTIMS

ON-CAMPUS SUPPORT RESOURCES

University community members have access to a variety of resources provided by the University. All of the staff listed below are trained to support individuals affected by alleged sexual harassment or sexual misconduct and to coordinate with the Director of OECR/Title IX Coordinator consistent with the University's commitment to a safe and healthy educational environment.

The University Department of Public Safety is available 24 hours a day, year-round. In an emergency, call 215-572-2999 or x2999 from any campus phone. For all other calls, dial 215-572-2800 or x2800 from any campus phone.

University Counseling Services (confidential)

215-572-2967, 8 a.m. to 6 p.m., Monday-Friday

215-572-2999 to be connected to Public Safety for after-hours emergencies

Location: Heinz Hall, Ground Floor

Student Health Services (confidential)

Phone: 215-572-2966 or x2966 from any campus phone

Location: Heinz Hall, Ground floor

Campus resources available Monday through Friday, 8:30 a.m. to 5 p.m. include:

- **Office of Equity and Civil Rights and Title IX Coordinator:** 215-517-2659, oeocr@arcadia.edu, 777 Limekiln Pike, Suite 112, Glenside, PA 19038
- **Dean of Students Office:** 215-572-2934, Commons, 450 S. Easton Road, Glenside, PA 19038
- **Human Resources- Office:** 215-572-2790, hr@arcadia.edu, 777 Limekiln Pike, Glenside, PA 19038
- **Public Safety:** 215-572-2800, public-safety@arcadia.edu Dilworth Hall, 450 S. Easton Road, Glenside, PA 19038
- **Deputy Title IX Coordinator and Associate Director of Athletics/Head Athletic Trainer:** Danielle Duffy, 215-572-2848, duffy@arcadia.edu, Kuch Center, 450 S. Easton Road, Glenside, PA 19038

The Public Safety Department and OECR are both available as resources regarding safety planning in assisting survivors in feeling a better sense of personal safety on- and off-campus.

OFF-CAMPUS SUPPORT RESOURCES

Students, faculty, and staff may also access resources located in the local community. These organizations can provide crisis intervention services, counseling, medical attention, and assistance in interfacing with the criminal justice system. All individuals are encouraged to use the resources that are best suited to their needs, whether on- or off-campus, and should inquire of each resource as to the level of confidentiality it can provide.

Cheltenham Township Police Department: 215-885-1600

Delaware State Police: 302-739-5901

Jefferson Abington Memorial Hospital: 215-481-2000 (24 hours, **confidential**)

- HIV/AIDS and Sexually Transmitted Infections (STI) Testing Medical exam
- Morning-after pregnancy prevention
- Sexual Assault Nurse Examiner (SANE) exam*

**These exams do not obligate you, the individual, to file criminal charges even if police officers are present. Evidence is stored by law enforcement to preserve the chain of evidence. Additionally, under Pennsylvania law, these exams can be submitted anonymously*

Pennsylvania Victims Compensation Assistance Program: 1-800-233-2339
<https://www.pa.gov/services/pcv/apply-for-victims-compensation> (click on “Victim Services” tab)

National Domestic Violence Hotline: 1-800-799-SAFE (7223) OR 1-800-787-3224 (TTY)

Victim Services Center of Montgomery County, Inc.: 888-521-0983 (24-hour crisis line) 325 Swede St.
Norristown, PA 19401
(610) 277-0932
[Victims Services](#)

Women Organized Against Rape: 215-985-3333 (24-hour Hotline)
One Penn Center
1617 JFK Boulevard, Suite 800
Philadelphia, PA 19103
215-985-3315

Religious and Spiritual Advisors
Rev. Beth Lyon (United Church of Christ): 215-887-1819
Pastor Henrik Sonntag (St. Paul’s Lutheran Church): 215-884-3005
Rev. Joseph Brandt (St. Luke’s Roman Catholic Church): 215-572-0128

NO-CONTACT DIRECTIVES, NO TRESPASS ORDERS, PROTECTION FROM ABUSE ORDERS, AND PROTECTION FROM SEXUAL VIOLENCE AND INTIMIDATION ORDERS

No-Contact Directive

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

No-Trespass Order

A Complainant or Respondent may request, or the University may impose communication and contact restrictions to prevent further potentially harmful interaction between campus community members and external individuals. Communication and contact restrictions generally preclude in-person, telephone, electronic or third-party communications. A student or employee can always request modification of the no-trespass order. The University restricts an individual’s or organization’s access to all University facilities or activities as part of the no-trespass order.

Protection from Abuse Order or Protection from Sexual Violence and Intimidation Order

In some cases, an individual may wish to consider a Protection from Abuse Order or a Protection from Sexual Violence and Intimidation Order from the local courts of the Commonwealth of Pennsylvania and/or the State of Delaware. These Orders require 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.

UNIVERSITY DISCIPLINARY PROCEDURES

TITLE IX/ VIOLENCE AGAINST WOMEN ACT INTAKE ASSESSMENT

Only a report to the Director of OECR/Title IX Coordinator will trigger the University's obligation to respond to an allegation of Sexual Harassment or Sexual Misconduct. When the Title IX Coordinator receives a report of Sexual Harassment or Sexual Misconduct from a Mandated Reporter, the Director of OECR/Title IX Coordinator will in all cases where the Complainant is identified, contact the Complainant to: (1) discuss the availability of supportive measures; (2) ask about the Complainant's wishes with respect to supportive measures; (3) inform the Complainant of the availability of supportive measures with or without the filing of a Formal Complaint, and (4) explain to the Complainant the process for filing a Formal Complaint.

After receiving a report of Prohibited Conduct, including conduct that, if true, would constitute a violation of the Policy Prohibiting Discrimination & Harassment, the Director of OECR/Title IX Coordinator will promptly contact the Complainant and:

- discuss the availability of supportive measures;
- explain that supportive measures are available with or without the filing of a Formal Complaint;
- inform the Complainant of the process for filing a Formal Complaint; and
- inform the Complainant that even if they decide not to file a Formal Complaint, the Director of OECR/Title IX Coordinator may do so on the Complainant's behalf.

The Director of OECR/Title IX Coordinator will also ensure that the Complainant receives a written explanation of available resources and options, including the following:

- Support and assistance available through University resources, including the Complainant's option to seek supportive measures regardless of whether they choose to participate in a University or law enforcement investigation;
- The Complainant's option to seek medical treatment and information on preserving potentially key forensic and other evidence;
- The process for filing a Formal Complaint of Sexual Harassment, if appropriate;
- The University's procedural options including investigative and informal resolution;
- The Complainant's right to an advisor of the Complainant's choosing;
- The University's prohibition of retaliation against the Complainant, the Respondent, the witnesses, and any reporting parties, along with a statement that the University will take prompt action when retaliation is reported; and
- The opportunity to meet with the Director of OECR/Title IX Coordinator in person to discuss the Complainant's resources, rights, and options.

An individual can provide notice or otherwise report sexual harassment or sexual misconduct without choosing to file a Formal Complaint. In cases in which the Complainant chooses not to file a Formal Complaint or otherwise requests that no formal action be taken, and the circumstances allow the University to honor that request, the University will offer supportive measures to the Complainant and the community, but will not otherwise pursue formal action. The goal is to provide the Complainant with as much control over the process as possible, while balancing the University's obligation to protect its community.

Note that the University's ability to remedy and respond to notice/reports may be limited if the Complainant does not participate in the grievance process.

If the Complainant elects not to sign a Formal Complaint, they can change that decision if they decide to pursue a Formal Complaint at a later date.

EMERGENCY REMOVAL

Upon receipt of a report or other Notice of an alleged violation of the Policy Prohibiting Discrimination & Harassment the Director of OECR/Title IX Coordinator will assess whether the reported misconduct poses a risk of harm to individuals or the campus community. If so, the Director of OECR/Title IX Coordinator will take the necessary steps to address those risks.

The University can act to remove a Respondent entirely or partially from its Education Program or Activity on an

emergency basis when an individualized safety and risk analysis has determined that an immediate threat to the physical health or safety of any student or other individual justifies removal. This risk analysis is performed by the Director of OECR/Title IX Coordinator in conjunction with the Dean of Students, or their designee (wherever the Dean of Students is referenced herein, such reference shall be construed to include that individual's designee), if the Respondent is a student, or Vice President of Human Resources, or their designee (wherever the Vice President of Human Resources is referenced herein, such reference shall be construed to include that individual's designee), if the Respondent is an employee, in consultation with the Director of Public Safety and other individuals at the Director of OECR/Title IX Coordinator's discretion. The decision will be conveyed by the Office of Equity & Civil Rights.

In all cases in which an emergency removal is imposed, the Respondent will be given notice of the action and the option to request to meet with the Director of OECR/Title IX Coordinator (either with or without one or more of the individuals listed in the immediately preceding paragraphs) after emergency removal is implemented, to show cause why the removal should not have been implemented or should be modified. A Respondent may be accompanied by an Advisor of their choice for this meeting and will be given access to a written summary of the basis for the emergency or interim removal prior to the meeting to allow for adequate preparation.

This meeting is not a hearing on the merits of the underlying allegation(s) of Policy violations but is rather an administrative process intended to determine solely whether the interim removal is appropriate. If the Respondent does not request the meeting within twenty-four (24) hours of the notice, objections will be deemed waived. If a Respondent requests a meeting within twenty-four (24) hours of the notice, the University will ensure that it occurs promptly.

In the event that restrictions on the participation of a student athlete are put in place on an interim basis, the imposition of those restrictions is also subject to this same process of the requested review. There is no further appeal process for emergency or interim removal decisions.

Violation of an emergency removal will be independent grounds for discipline, which may result in sanctions up to and including expulsion or termination.

DISMISSAL (MANDATORY AND DISCRETIONARY)

The University must dismiss a Formal Complaint or any allegations therein if, at any time during the investigation or hearing, it is determined that:

- 1) The conduct alleged in the Formal Complaint would not constitute sexual harassment as defined in the Policy Prohibiting Discrimination & Harassment, even if proved; and/or
- 2) The conduct did not occur in an Educational Program or Activity controlled by the University (including buildings or property controlled by recognized student organizations), and/or the University does not have control of the Respondent; and/or
- 3) The conduct did not occur against a person in the United States; and/or
- 4) At the time of filing a Formal Complaint, a Complainant is not participating in or attempting to participate in Arcadia's Education Program or Activity.

The University may dismiss a Formal Complaint, or any allegations contained therein if, at any time during the Formal Grievance Process:

- 1) A Complainant notifies the Director of OECR/Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint or any allegations therein; or
- 2) The Respondent is no longer enrolled in or employed by the University; or
- 3) Specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to the Formal Complaint or allegations contained therein.

The University will promptly send written notice of any dismissal and the rationale for the dismissal simultaneously to the Parties.

This dismissal decision is appealable by any Party under the procedures for appeal in the Policy Prohibiting Discrimination & Harassment. The decision not to dismiss is also appealable by any Party claiming that a dismissal is

required or appropriate. A Complainant who decides to withdraw a Formal Complaint may later request to reinstate it or refile it.

These dismissal requirements are mandated by the 2020 Title IX Regulations, 34 CFR Part 106.45. Dismissing a complaint filed under Title IX that is dismissed does not preclude it from being addressed under non-Title IX policies.

TIMEFRAMES FOR RESOLUTION OF COMPLAINTS

Arcadia will make a good faith effort to complete the Formal Grievance Process within a 90 business day time period, beginning on the day the Formal Complaint is received by the Director of OECR/Title IX Coordinator, including appeals, which can be extended as necessary for appropriate cause by the Director of OECR/Title IX Coordinator, who will provide notice and rationale for any extensions or delays to the Parties as appropriate, as well as an estimate of how much additional time will be needed to complete the process.

RIGHT TO AN ADVISOR

The Parties may each have an advisor of their choice present with them for all meetings, interviews, and hearings within the Formal Grievance Process, if they so choose. The Parties may select whoever they wish to serve as their advisor as long as the advisor is available and willing to serve in the role.

While a Party is permitted to choose an advisor who is also a witness, that Party should anticipate that issues of potential bias and/or conflict of interest will be explored by the Hearing Officer(s).

Parties also have the right to choose not to have an advisor in the initial stages of the Formal Grievance Process, prior to a hearing.

INVESTIGATION

The investigation is designed to provide a fair and reliable gathering of the facts. The investigation will be thorough, impartial, and fair, and all individuals will be treated with appropriate sensitivity and respect. The Director of OECR/Title IX Coordinator promptly appoints an Investigator to conduct the investigation. The University may designate Investigators of its choosing from inside or outside of the University. The Investigators will be individuals who have specific training and experience investigating allegations of Discrimination, Harassment, Bias Incidents, Sexual Harassment, Sexual Misconduct, and Retaliation. The University will typically designate an Investigator from the Office of Equity and Civil Rights. The University may also choose to engage an external Investigator, at its sole discretion.

RESOLUTION OF FORMAL COMPLAINTS

The Office of Equity and Civil Rights oversees the resolution of Formal Complaints of discrimination, harassment, bias incidents, sexual harassment, sexual misconduct, and retaliation. The University uses both informal and formal procedures to resolve complaints.

A. Informal Resolution of Formal Complaints

When appropriate, and where the Complainant and Respondent agree to participate, the University encourages Formal Complaints to be resolved through informal resolution. If the Director of OECR / Title IX Coordinator determines that informal resolution is appropriate, the Director of OECR/Title IX Coordinator will discuss informal resolution options with the Complainant. The University will not compel a Complainant or Respondent to engage in informal resolution or have direct contact for these purposes. Participation in informal resolution is completely voluntary, and a Complainant or Respondent can request to end the informal resolution process and pursue a Formal Grievance Process at any time, including if informal resolution is unsuccessful at resolving the report.

Informal resolution is an educational and remedies-based approach to the resolution of Formal Complaints. This could consist of an individual who feels they were mistreated communicating directly to the person(s) they deem accountable for the mistreatment that their conduct was unwelcome and asking that it cease. The decision to pursue informal resolution may be made before, during, or after a full factual investigation by the University. Informal resolution is not available in cases where a student Complainant is alleging sexual harassment by an employee Respondent.

B. Formal Resolution of Formal Complaints

The procedures for formal resolution will be determined by the status of the Respondent(s) and the nature of the reported conduct. Specifically:

- Formal Complaints against students and employees for reports of conduct that constitutes Title IX Sexual Harassment (which occurred within the University's Program or Activity, which occurred within the United States, and where the Complainant is participating, or attempting to participating in Arcadia's Education Program or Activity) will be resolved utilizing a live hearing with a decision maker.
- Formal Complaints of reported conduct that implicates a violation of all other Protected Conduct, including non-Title IX Sexual Harassment: The Director of OECR/Title IX Coordinator will notify the Parties, in the same communication, of their option:
 - a. To elect to have the investigator adjudicate the matter, without a hearing, and issue a written determination based on the information summarized in the final investigative report, or
 - b. To select a live hearing with a decision maker other than the investigator.

REFERRAL FOR HEARING

Provided that the Formal Complaint is not resolved through informal resolution, once the final investigation report is shared with the Parties, the Director of OECR/Title IX Coordinator will refer the matter for a hearing.

The hearing cannot be less than 10 business days from the conclusion of the investigation—when the final investigation report is transmitted to the Parties and the decision maker—unless all Parties and the decision maker agree to an expedited timeline.

The Director of OECR/Title IX Coordinator will select an appropriate decision maker depending on what Formal Grievance Process will be used and whether the Respondent is an employee or a student. The process used for allegations involving student-employees, in the context of their employment, will be directed to the appropriate decision maker depending on the context and nature of the alleged misconduct.

Long Term Remedies/Other Actions

Following the conclusion of the Formal Grievance Process, and in addition to any sanctions implemented, the Director of OECR/Title IX Coordinator may implement additional long-term remedies or actions with respect to the Parties and/or the campus community that are intended to stop the harassment, discrimination, a bias incident, sexual harassment, sexual misconduct, and/or retaliation, remedy the effects, and prevent reoccurrence.

These remedies/actions may include, but are not limited to:

- Referral to counseling and health services;
- Referral to the Employee Assistance Program;
- Education to the individual and/or the community;
- Permanent alteration of housing assignments;
- Permanent alteration of work arrangements for employees;
- Provision of campus safety escorts;
- Climate surveys;
- Policy modification and/or training;
- Provision of transportation accommodations;
- Implementation of long-term contact limitations between the Parties; and
- Implementation of adjustments to academic deadlines, course schedules, etc.

At the discretion of the Director of OECR/Title IX Coordinator, certain long-term support or measures may also be provided to the Parties even if no policy violation is found.

HEARING PROCEDURES

At the hearing, the decision maker has the authority to hear and make determinations on all allegations of conduct that constitutes sexual harassment, where the conduct occurred within Arcadia's Education Program or Activity,

occurred within the United States, and where the Complainant is participating, or attempting to participate, in Arcadia's Education Program or Activity.

Participants at the hearing will include the decision maker, the investigator(s) who conducted the investigation (on a case-by-case basis), the Parties (or three (3) organizational representatives when an organization is the Respondent), advisors to the Parties, any called witnesses, the Director of OECR/Title IX Coordinator, and anyone providing authorized accommodations or assistive services.

The decision maker will answer all questions of procedure. Anyone appearing at the hearing to provide information will respond to questions on their own behalf. Witnesses will appear at a portion of the hearing in order to respond to specific questions. The witnesses will then be excused.

DELIBERATION, DECISION MAKING, AND STANDARD OF PROOF

The decision maker will deliberate in closed session to determine whether the Respondent is responsible or not responsible for the policy violation(s) in question. The preponderance of the evidence standard of proof is used.

If there is a finding of responsibility on one or more of the allegations, the decision maker may then consider the previously submitted Party impact statements in determining appropriate sanction(s). The decision maker will review the statements, and any pertinent conduct history provided by the Dean of Students (for student Respondents) or the Vice President of Human Resources (for employee respondents). After making a determination on responsibility, the decision maker, if the Respondent is responsible, will consult with the Dean of Students/Vice President of Human Resources for final sanctions to determine the appropriate sanctions to be imposed for student/employee Respondents. Per the Faculty Handbook, the President will issue sanctions for faculty Respondents; the President will communicate the sanctions to the decision maker, who will then incorporate that decision into the Notice of Outcome.

The decision maker will then prepare a written Notice of Outcome that (1) identifies the allegations that were at issue at the hearing; (2) describes the procedural steps taken from the receipt of the Formal Complaint through the decision maker's determination, including any notifications to the Parties, interviews with Parties and witnesses, site visits, methods used to gather other evidence, and hearings held; (3) includes Findings of fact supporting the determination; (4) includes conclusions regarding application of the Policy and Code of Conduct to the facts; (5) includes a statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any sanctions that will be imposed, and whether remedies designed to restore or preserve equal access to the University's Education Program or Activity will be provided; and (6) identifies the procedures and permissible bases for the Complainant and Respondent to appeal.

The decision maker then submits the final Notice of Outcome to, as appropriate, the Dean of Students or Vice President of Human Resources within five (5) business days of the end of deliberations, unless the Dean of Students or Vice President of Human Resources grants an extension. If an extension is granted, the Dean of Students or Vice President of Human Resources will notify the Parties.

SANCTIONS

The sanctions described in these Procedures are not exclusive of, and may be in addition to, other actions taken, or sanctions imposed by external authorities.

A. Student Sanctions

Sanctions that may be imposed for violations of the Non-Discrimination and Non-Harassment Policy or the Policy Prohibiting Sexual Harassment and Sexual Misconduct include:

Warning: Notice, in writing, that continuation or repetition of prohibited conduct may be cause for additional disciplinary action.

No Contact Directive: Compliance with directives of no contact that limit access to specific University areas or forms of contact with particular persons.

Educational Requirements: Completion of projects, programs, or requirements designed to help the student manage

behavior and understand why it was inappropriate. This includes appropriate and relevant community service opportunities.

Disciplinary Probation: Exclusion from participation in privileged activities for a specified period of time. Privileged activities may include, but are not limited to, elected or appointed offices, student research, athletics, University-related student employment, and study abroad. Additional restrictions or conditions may also be imposed. Violations of the terms of disciplinary probation or any other University policy violations may result in further disciplinary action.

Restitution: Repayment to the University or to an affected Party for damages resulting from a policy violation. To enforce this sanction, the University reserves the right to withhold its transcripts and degrees, or to deny a student participation in graduation ceremonies and privileged events.

Housing Restrictions: Exclusion from University Housing or required change in University Housing assignment.

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 student's conduct file. Conditions for readmission may be specified in the suspension notice.

Expulsion: Permanent termination of student status and exclusion from University premises, privileges, and activities. This action will be permanently recorded on the student's academic transcript.

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.

B. Employee Sanctions

Responsive actions for an employee who has engaged in harassment, discrimination, a bias incident, sexual misconduct, sexual harassment, and/or retaliation can include:

- Warning – Verbal or Written;
- Performance Improvement Plan;
- Enhanced supervision, observation, or review;
- Required Counseling;
- Required Training or Education;
- Probation;
- Loss of Oversight or Supervisory Responsibility;
- Demotion;
- Transfer;
- Reassignment;
- Assignment to a new supervisor;
- Suspension with pay;
- Suspension without pay; and/or
- Termination.

In addition to, or in place of the above sanctions, the University may assign any other sanctions as deemed appropriate.

APPEALS

Any Party may file a request for appeal (“Request for Appeal”), but it must be submitted in writing to the Director of OECR/Title IX Coordinator within five (5) days of the delivery of the Notice of Outcome.

The Appellate Officer for student and employee cases will be the Provost or designee.

The Request for Appeal will be forwarded to the Appellate Officer for consideration to determine if the request meets the grounds for appeal. This review is not a review of the merits of the appeal, but solely a determination as to whether the request meets the grounds and is timely filed.

Grounds for Appeal

Appeals are limited to the following grounds:

- a) Procedural irregularity that affected the outcome of the matter;
- b) New evidence that was not reasonably available at the time the determination regarding responsibility or

- dismissal was made that could affect the outcome of the matter;
- c) The Director of OECR/Title IX Coordinator, investigator(s), or decision maker had a conflict of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter; and
- d) To determine whether the sanction(s) imposed was appropriate for the violation of the policy of which the student was found in violation.

If any of the grounds in the Request for Appeal do not meet the grounds in these procedures, that request will be denied by the Appellate Officer and the Parties, and their advisors will be notified in writing of the denial and the rationale.

If any of the grounds in the Request for Appeal meet the grounds in these procedures, then the Appellate Officer will notify the other Party(s) and their advisors, the Director of OECR/Title IX Coordinator, and, when appropriate, the investigators and/or the original decision maker.

The other Party(s) and their advisors, the Director of OECR/Title IX Coordinator, and, when appropriate, the investigators and/or the original decision maker will be mailed, emailed, and/or provided a hard copy of the request with the approved grounds and then be given five (5) business days to submit a response to the portion of the appeal which involves them that was accepted. All responses will be forwarded by the Appellate Officer to all Parties for review and comment.

Neither Party may submit any new requests for appeal after this time period. The Appellate Officer will collect any additional information needed and all documentation regarding the approved grounds and Appellate Officer will render a decision in 10 business days, barring exigent circumstances or complex cases. All decisions apply the preponderance of the evidence standard.

DISCLOSURES TO ALLEGED VICTIMS OF CRIMES OF VIOLENCE OF NON-FORCIBLE SEX OFFENSES

Arcadia 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, Arcadia University will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

PENNSYLVANIA'S VICTIM'S BILL OF RIGHTS

As a victim of crime in Pennsylvania you have the following rights:

- To receive basic information concerning the services available;
- In personal injury crimes, to be notified of the arrest of the suspect or the suspect's escape from police custody;
- To be accompanied at all public criminal proceedings by a family member, a victim advocate, or another person;
- In case of personal injury crimes, burglary, or driving under the influence involving bodily injury, to submit prior comment to the prosecutor's office on the potential reduction or dropping of any charge or changing of a plea, if the victim so requests;
- To offer prior comment or to submit a written impact statement for the judge's consideration at sentencing;
- To obtain restitution to the extent possible, including compensation through the State Crime Victim's Compensation program;
- Upon request, where the offender is sentenced to a state prison, to provide prior comment on and to receive notice of release decisions, and to be immediately notified if the offender escapes;
- Upon request, in personal injury crimes, where the offender is sentenced to a local correctional facility, to receive notification of any release or escape of the offender, in addition to any relevant conditions imposed prior to release;
- Upon prior request, to receive notice when an offender is committed to a mental health facility from a state

- Upon request, to have assistance in the preparation of, submission of and follow-up on the financial assistance claims for the state Victims' Compensation Fund.

[Montgomery County Victims Services.](#)

CCTV

Arcadia University has a state-of-the art Closed Circuit Television (CCTV) system to view activity on the Glenside, Pa. and Christiana, DE, campuses. There are 348 digital cameras trained on most public areas of the campus. These cameras are observed 24-7 by members of the Department of Public Safety. The purpose of CCTV viewing of public areas by Public Safety personnel is to deter crime and to assist the Department of Public Safety in protecting the safety and property of the University community. Video viewing for security purposes will be conducted in a professional, ethical, and legal manner. CCTV shall only be viewed by members of Public Safety. Personnel involved in active video viewing will be appropriately trained and continuously supervised in the responsible use of this technology.

MISSING PERSON PROTOCOL

Arcadia University requests that every student annually provide, on a voluntary basis, emergency contact information in the event that you are reported missing. This emergency contact information may be the same as or distinct from the contact information you provide in the event of a medical emergency. Students are advised, in the Student Handbook, that while their registered contact information is confidential and accessible only to authorized campus officials, it may be disclosed to law enforcement personnel in furtherance of a missing person investigation.

If you have reason to believe that an Arcadia University student is missing, please immediately contact a staff member in one of the following offices:

- Public Safety: 215-572-2999, (24/7)
- Office of Campus Life: 215-572-2933 (8:30 a.m. – 5:30 p.m., Monday – Friday)

Members of Public Safety, Campus Life, and the local police authorities will investigate all reports of missing students they receive. In order to develop a thorough investigation plan, staff may utilize the following possible investigation steps including, but not limited to: use of phone, e-mail, text, and/or social media to attempt to reach the student; contact known friends, roommates, faculty, campus employers, and/or others who may have had contact with the student in previous days; explore and verify any use of student Knight Card activities to enter buildings or make purchases on campus; and consult with other campus authorities who may know the student or specific circumstances or events pertinent to the student and the possible disappearance.

If the investigation determines that the student's whereabouts have been unknown for 24 hours, the University will:

- Notify the individual identified as your missing person contact;
- Notify a parent or guardian;
 - If a student is underage or 18 and not emancipated, the institution must notify a custodial parent or guardian within 24 hours of the determination that the student is missing. This is in addition to notifying any additional contact person designated by the student.
- Contact local law enforcement within 24 hours of determining that a student is missing, regardless of whether other steps have been completed or whether the student's emergency contact has been reached. This notification will occur even if the student's designated emergency contact cannot be reached or if all internal search efforts have not yet been exhausted.

If you wish to provide the University with contact information in the event you are reported missing, please access the contact info page at <https://contactinfo.arcadia.edu/>.

POLICIES ON POSSESSION, USE, OR SALE OF ALCOHOL AND ILLEGAL DRUGS

Arcadia University is committed to maintaining a healthy, safe, and lawful environment for all members of its community. In compliance with the **Drug-Free Schools and Communities Act (DFSCA)** and **federal and state law**, Arcadia University has adopted the following policy regarding alcohol and drug use for **students and employees**.

Standards of Conduct

Arcadia University strictly prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on University property or as part of any University-sponsored activities. The following standards of conduct apply to all students, employees, and guests:

- The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol is prohibited on University property, in University vehicles, or as part of any University activity.
- No persons under 21 years of age may possess or consume alcohol on University property.
- No person may provide alcohol to anyone under 21 years of age.
- The possession, use, or sale of illegal drugs, drug paraphernalia, and controlled substances is strictly prohibited.
- All University community members are expected to comply with applicable local, state, and federal laws.
- Students are responsible for the conduct of their guests, and for making Pennsylvania laws known to them.

Use or possession of alcoholic beverages by persons under 21 is illegal in Pennsylvania under Title 18 Pa.

S. § 6308(a). All laws related to the possession of alcoholic beverages by persons less than 21 years of age are strictly enforced by Cheltenham Township Police. Underage visitors in possession of alcoholic beverages may be cited for underage drinking under section 6308(a) and be asked to leave the campus. It is also unlawful for anyone to provide alcoholic beverages to minors. The University reserves the right to grant approval or disapproval of alcohol use by persons of legal age on or in any University property.

Legal Sanctions:

Violations of these standards may result in both University disciplinary action and criminal prosecution under federal, state, and local laws. Applicable legal sanctions for the unlawful possession or distribution of illicit drugs and alcohol include fines, imprisonment, and loss of federal student aid. Pennsylvania law (Title 18 Pa. S. § 6308(a)) prohibits underage possession and consumption of alcohol. Title 35 Pa. C. S. § 780-113 prohibits the possession, use, or distribution of controlled substances. Federal law provides for severe penalties for drug trafficking and possession.

Health Risks:

The abuse of alcohol and use of illicit drugs can have serious health consequences, including addiction, liver disease, heart disease, impaired judgment, academic and occupational problems, and increased risk of accidents and injuries. Drug and alcohol abuse can also result in mental health issues, including depression, anxiety, and psychosis. For more information about health risks, contact Student Health Services or Counseling Services.

Available Programs:

Arcadia University provides education, counseling, treatment, and referral programs for students and employees affected by drug or alcohol abuse. Students may contact Counseling Services for confidential support and referral. Employees may access Carebridge, the Employee Assistance Program, for confidential counseling and referral. Services provided to employees are confidential and are available at no charge. The program offers a variety of support programs for employees and any other household members. Counselors can be reached toll-free, 24 hours a day, at 1-800-437-0911 or at [CAREBRIDGE](#). Additional resources are available through local and national organizations.

Disciplinary Sanctions:

Students and employees who violate these standards of conduct are subject to disciplinary sanctions, up to and including expulsion or termination of employment, and referral for prosecution. Sanctions may also include required participation in a drug or alcohol abuse assistance or rehabilitation program.

Please note that students are responsible for the conduct of their guests and for making Pennsylvania laws known to them. View the [Student Handbook](#).

Students may contact [Counseling Services](#) for resources and support. All incoming students are required to log on to the [Vector Student Platform](#) and complete the Alcohol and Other Drugs training, an interactive online program designed to reduce the negative consequences of alcohol amongst students.

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 community members affected by drug and alcohol addiction.

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.

Explosives, Fireworks, and Weapons

Faculty, staff, students, and visitors are prohibited from possessing weapons of any type on University property. The possession or use of explosives of any type, firearms of any type, knives not consistent with ordinary kitchen utensils, or other instruments designed for use as weapons is forbidden everywhere on campus and is also a violation of the University's Weapons Free Campus Policy ([Weapons Free Campus](#)). In addition, realistic facsimiles of weapons are also specifically prohibited, other than for artistic purposes with advance notification to and consent of the Department of Public Safety, such as for a production of the Theater Arts Program. Such requests should be directed to the attention of the Director of Public Safety and should specify what weapons facsimiles are at issue and for what purpose/event, when and where the weapons facsimiles will be used, who will be handling them, and what steps will be taken to prevent misuse, unauthorized use, and unsecured storage.

A permit to carry a weapon does not excuse compliance with this policy. All violators may be subject to criminal prosecution and students are subject to disciplinary actions up to and including suspension and/or expulsion, while employees may be subjected to disciplinary action up to and including separation from the University.

The sale, production, purchase of any explosives, fireworks, incendiary devices, or weapons on University property is also prohibited. This is spelled out in the Arcadia University Student Handbook, as are the disciplinary procedures that apply to violations ([Student Handbook](#)).

Policy Violations

When a student does not uphold community standards, the conduct process may be engaged. Composed of both formal and informal proceedings, the conduct process is educational in nature. Through this process, the University seeks to provide a student the opportunity for reflection, to understand the impact of their actions on others, and encourage responsible decision making in the future. However, not all policy violations are documented by university personnel only.

If students are addressed by law enforcement and found guilty of violating any local, state, or federal laws concerning alcohol and other drugs, they may receive significant sanctions from the appropriate legal authorities. These penalties may include fines and mandatory prison terms. The Commonwealth of Pennsylvania, in particular,

has 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 ([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. A student becomes ineligible for Title IV of the HEA program assistance if a 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.



For Faculty and Staff

The University is concerned for the health and well-being of its employees, and ensuring that the community complies with federal, state, and local laws including the federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989 (DFSCA).

Controlled Substances

Employees may not consume, manufacture, distribute, dispense, or be under the influence of controlled substances in the workplace, including in vehicles provided by Arcadia, at any worksite or location at which University duties are being performed by employees, or as part of any other University activities. The University will take disciplinary action against violators, consistent with federal, state, and local laws. Such disciplinary action may include satisfactory participation in a substance abuse treatment, counseling, or education program as a condition of reinstatement or continued employment; suspension; termination of employment; and referral for prosecution.

Reporting Requirements

The Drug-Free Workplace Act requires employers who are engaged in activities funded by federal grants or contracts notify the relevant federal agency of convictions under the criminal drug laws for violations occurring in the workplace. To ensure compliance with this federal law, an employee must report any criminal drug statute conviction for a violation occurring in the workplace as provided for in the faculty and staff handbooks and the University's Hiring and Background Check Policy. Within ten days of learning of such a conviction of any individual engaged in work under federal grants or contracts, Arcadia is required to notify the relevant federal agency. Upon notification of a conviction, managers should immediately contact Human Resources.

As noted, Arcadia University maintains a contract with Carebridge Employee Assistance Program. Services provided to employees are confidential and are available at no charge. The program offers a variety of support programs for employees and any other household members. Counselors can be reached toll-free, 24 hours a day at 1-800-437-0911 or [CAREBRIDGE](#).

Coverage for substance abuse treatment is also available for employees 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. The University encourages employees to utilize these resources if appropriate.

ANTI-HAZING POLICY AND COMPLIANCE

Arcadia is committed to providing a safe, respectful, and inclusive learning environment and strictly prohibits all forms of hazing. In accordance with Pennsylvania's Timothy J. Piazza Anti-Hazing Law (18 Pa. C.S. § 2808 et seq.), Delaware's Anti-Hazing Law (14 Del. C. §§ 9301-9304), and the federal Stop Campus Hazing Act (enacted December 23, 2024), Arcadia has adopted and enforces a comprehensive Anti-Hazing Policy applicable to all students, student organizations, and relevant employees regardless of whether the conduct occurs on or off campus. The full [Anti-Hazing Policy](#), including definitions and reporting options, is available on the University's website and is included in student handbooks.

Under Arcadia's policy, hazing is broadly defined as any intentional, knowing, or reckless act committed against another person for the purpose of initiating, affiliating, or maintaining membership in a student organization, where the act causes or creates a substantial risk of physical, psychological, or emotional harm. Delaware law similarly defines hazing as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student, or which willfully destroys or removes public or private property for the purpose of initiation, admission, affiliation, or continued membership in any organization. Under Delaware law, any such activity upon which membership is directly or indirectly conditioned is presumed to be "forced" activity, regardless of an individual's willingness to participate. Aggravated hazing refers to conduct that results in serious bodily injury or death. Organizational hazing applies when a group or organization knowingly promotes or facilitates such acts. It is not a defense that a student consented to the behavior or that the activity was sanctioned by a student group.

Both Pennsylvania's Timothy J. Piazza Anti-Hazing Law and Delaware's Anti-Hazing Law establish criminal offenses for hazing violations. Pennsylvania's law establishes tiered criminal offenses with penalties including fines and imprisonment, while Delaware law classifies hazing as a class B misdemeanor. Both laws also require institutions to maintain and publish reports of hazing violations. The federal Stop Campus Hazing Act amends the Clery Act to require universities to report hazing crime statistics, maintain a public Campus Hazing Transparency Report, and provide campus-wide prevention education.

Reporting Procedures for All Students

The same reporting procedures outlined in this policy apply to all Arcadia students, including Delaware residents and students participating in Delaware-based programs. Arcadia requires annual hazing prevention education for all students and relevant employees. This training includes topics such as ethical leadership, bystander intervention, and strategies for fostering group cohesion without hazing. The University has also established clear procedures for reporting hazing, including confidential and anonymous options. Reports may be submitted to the Dean of Students, Director of Athletics, Director of Public Safety, or any supervising staff member. Anonymous reports may be submitted through the Campus Conduct Hotline at 1-866-943-5787 or online at www.intouchwebsite.com/cch1079.

When a report of hazing is received, the University initiates a prompt investigation conducted by trained officials. The investigation typically includes: (1) an initial assessment of the report; (2) notification to involved parties; (3) interviews with complainants, respondents, and witnesses; (4) collection and review of relevant evidence; and (5) a determination based on the preponderance of evidence standard. The parties are notified of the outcome and any resulting sanctions. All reported incidents involving students, student organizations, or employees are subject to investigation through the University's established procedures. Individuals or organizations found responsible for hazing may face significant disciplinary consequences, including suspension, expulsion, or loss of University recognition. Under Delaware law, institutions may also impose fines, withhold diplomas or transcripts pending compliance, and impose probation, suspension, or dismissal. For organizations that authorize hazing in blatant disregard of institutional rules, penalties may include rescission of permission to operate on campus or under university recognition. In appropriate circumstances, criminal prosecution under federal, state, or local law may also apply. The University strictly prohibits retaliation against any individual who reports hazing or participates in an investigation.

In accordance with applicable laws, Arcadia publishes a public report of hazing violations on a bi-annual basis. These reports are available on the University's website and include a summary of each incident, the name of the student organization involved, whether alcohol or drugs were a factor, the findings of the University's investigation, disciplinary sanctions imposed, and the relevant dates. The report covers violations from the previous five years. To view the most recent public hazing report, visit: [Bi-annual Anti-Hazing Report](#). For questions or concerns regarding the Anti-Hazing Policy, contact the Office of General Counsel at 215-572-2926 or the Office of the Vice President of Campus Life and Dean of Students.

SAFETY AND SECURITY POLICIES, CRIME PREVENTION & SAFETY AWARENESS PROGRAMS

The Department of Public Safety conducts presentations related to safety, enforcement, crime prevention, and personal responsibility at all student orientation sessions each semester. As requested, the department also makes similar presentations each semester to all athletic and RA training. Various crime prevention and personal security-related printed information is also available to all students and posted throughout the campus. Public Safety meets each semester with the Student Government Organization to discuss safety related issues or concerns. Information is also conveyed informally through frequent visits to campus offices by Public Safety officers. The Department of Public Safety also uses a variety of media to address issues of

campus safety and security and to promote Crime Prevention and Awareness. Programs are implemented on a dual concept of eliminating or minimizing criminal opportunities whenever possible while educating community members to be responsible for their own security and the security of others.

Campus Safety Escort Service

Upon the request of any student, faculty, staff member, or guest, the Department of Public Safety will provide safety escort services from one building to another, and to and from the parking lots. You can contact the Safety Escort Service by calling the Public Safety Department at ext. 2800 from any campus phone, by dialing 215-572-2800, or by using an emergency call phone. Public Safety provides phone and virtual escort assistance to those students and staff of the Christiana, DE, campus. 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. Do not leave any private property in sight and always close and lock your residence hall room door to protect your property and yourself.

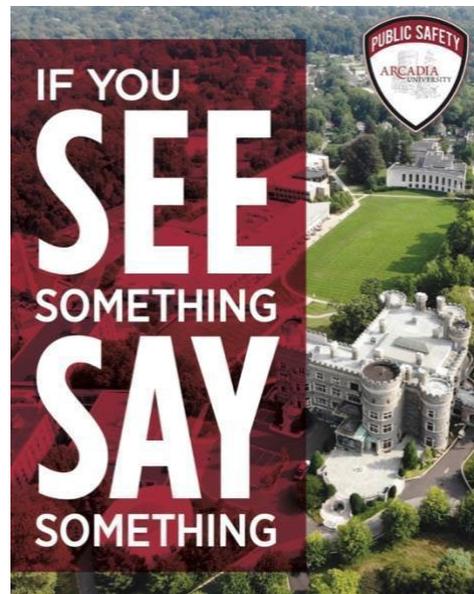
Crime Prevention

No community is 100% crime free. A University campus is not unlike any other community with the same problems and concerns. Although the incidence of serious crimes at Arcadia is low, Public Safety encourages all members of the University community to learn good crime prevention habits. Most crimes are crimes of opportunity and can be avoided with a little planning and common sense. Public Safety recognizes the types of problems that occur on campus and designs its training, crime prevention and education to respond to these situations.

- Crime Prevention Publicity: Fire and Crime Prevention training is conducted with RAs during orientation and is available to other student groups upon request.
- Burglar Alarm Systems: A proprietary electronic alarm system monitors a network of intrusion detection and duress alarm systems throughout the campus.
- Panic Buttons: Installed by request in critical areas throughout campus offices and entrances to summon help in an emergency situation by sending a signal to the Department of Public Safety's Command Center. The system is tested monthly by Public Safety officers.

Safety Awareness and Education Programs

- Sexual Assault Awareness, Education and Prevention: The University has a number of programs and organizations that address issues of sexual misconduct. RAs are trained to respond to sexual misconduct and provide education to the campus about how to avoid difficulties. Workshops are conducted during new student Orientations to explain and explore policies and cultural norms about sexual matters. ([Sexual Misconduct Resources](#)).
- Run. Hide. Fight: The University educates students, staff and faculty using Run, Fight, Hide techniques for active shooter protocol. This training is offered by the Federal Bureau of Investigations and Public Safety officials each semester.
- "Chattin' with the Chief": The Director of Public Safety engages students monthly and one-on-one or in group settings to discuss safety issues and concerns brought forth.



CRIME PREVENTION TIPS FOR RISK REDUCTION

Public Safety has an ongoing program promoting information and prevention tips during the academic year and will also distribute emergency notifications, timely warnings and safety alerts to communicate safety concerns to the community. There is much that students and employees can do to protect themselves from crime. Many crimes occur 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, creating an opportunity. 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, 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, risking 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 bank account. Open an account from which you can cash checks on campus, and which provides you with access to an ATM.
- Participate in campus crime prevention programs.
- Report all thefts and vandalism immediately to the Department of Public Safety at 215-572-2800.
- Do not leave laptops, backpacks, or books unattended. Label all personal items with your name.
- Become familiar with the Emergency 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 Residence Life Coordinator (RLC) or Resident Assistant (RA).

In Offices and Classrooms

- Use situational awareness when working or studying alone in a building at night.
- While on campus, keep personal belongings in view.
- Use the Campus Safety Escort Service if you are walking alone at night by calling 215-572-2800.
- Report anyone who behaves suspiciously to the Public Safety Department. Remember the person's appearance and relay this information to Public Safety.

Residence Halls/Apartments

- Always lock the door to your room, even if you are inside or step out briefly.
- If someone you don't know tries to enter a building behind you, say "NO!" and immediately notify Public Safety, your RLC, or RA. This includes solicitors.
- Never prop open exterior doors of residence halls.
- Never loan your key or Knight Card to anyone. Report all lost, stolen or missing keys or Knight Cards immediately to the Public Safety at 215-572-2800, Knight Card Service at 215-572-2992, and to your RA.
- 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 Public Safety at 215-572-2999.
- Never give out information about yourself to strangers over the phone, internet, etc.
- 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 back seat 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 join an emergency road service, such as 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 Public Safety. Do not go to your room or apartment. If you cannot get to Public Safety, go to a public area such as a 24-hour convenience store, then notify the police.

CAMPUS EMERGENCY PHONE NUMBERS

Please note the following phone numbers for use in case of campus emergencies.

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

Police/Fire/Ambulance/Emergency

- Public Safety Department: 215-572-**2999**
- Cheltenham Township Police/Fire/Ambulance: 215-885-1600 or 911
- Delaware State Police: 302-739-5901 or 911
- Horsham Police Department: 215-643-8284 or 911

Non-Emergency

- Public Safety Department: 215-572-**2800**
- Cheltenham Township Police: 215-885-1600
- Student Health Services: 215-572-**2966**
- Delaware State Police: 302-739-5901
- Global Health and Safety Team: 215-572-2123

Support Services - On Campus

- Campus Life: 215-572-**2933**
- Student Health Services: 215-572-**2966**
- Counseling Center: 215-572-**2967**
- Alcohol & Other Drug Education Program: 215-572-**4091**
- Global Health and Safety Team: 215-572-**2123**

Support Services - Off Campus

- Victim Services Center: 610-277-5200
- Abington Hospital: 215-481-2000
- Abused Women's Hotline: 215-885-5020
- Women's Center: 215-885-5020
- Women Organized Against Rape: 215-985-3333 or www.woar.org

2024 Annual Report of Campus Security Policies and Procedures

Arcadia University is required by federal and state law to publish an Annual Security and Fire Safety Report. This report includes campus crime statistics for the past three years, as well as information about campus security policies, fire safety, emergency procedures, and resources for students and employees. The report is distributed each year to all current students and employees and is available to prospective students and employees. Arcadia also submits required crime statistics to the U.S. Department of Education and the Pennsylvania State Police.

The purpose of this report is to ensure transparency about campus safety and to provide the Arcadia community with the information and resources needed to make informed decisions and support a safe environment.

The full text along with the statistical charts of this report can be located on our website at <https://www.arcadia.edu/life-arcadia/campus-services/public-safety/crime-statistics>. This report is prepared in cooperation with the local law enforcement agencies surrounding the Glenside, Pennsylvania campus and alternate sites, Residence and Commuter Life, Office of Campus Life, The College of Global Studies and other partners, as applicable. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest, and referral statistics include those reported to Arcadia's Public Safety Department, Campus Security Authorities, other campus officials, and local law enforcement agencies. Counseling Services staff inform their clients of the procedures to report crime to Public Safety on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session.

Each year on October 1st, an email notification is made to all enrolled students and employees that provides the website URL to access this report [Annual Security and Fire Safety Report](#) for review. Copies of the report may also be obtained upon request at the Department of Public Safety, located in Dilworth Hall, or by calling 215-572-2800.

REPORTABLE GEOGRAPHIC LOCATIONS

Each institution must disclose crime statistics for the campus area, all unobstructed public areas immediately adjacent to or running through the campus and certain non-campus facilities and remote classrooms. Statistics must be gathered from all satellite campuses including those in other countries where students are sent to study and live. Statistics for the adjacent public properties to the campus are also gathered from multiple local police jurisdictions. At Arcadia University, that jurisdiction is the Cheltenham Township Police Department for the Glenside campus and Delaware State Police for the Christiana campus. The Clery Act specifies that all institutions disclose statistics for crimes committed in specific geographic locations. These locations are described as follows:

On Campus

Any building or property owned or controlled by the institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to the University's educational purposes including residence halls. Examples of this for Arcadia University are the properties of Oak Summit apartments and Manor apartments, both of which are not on the Glenside, Pa., campus but they are classified as "on campus" since they are reasonably contiguous to the main campus. The Glenside, Pa., campus is bounded on the North by Church Road; the Southeast side of the campus is bounded by Limekiln Pk., and Easton Road; to the Southwest by PA Route 309 and the Northwest by Waverly Road and Holy Sepulcher Cemetery.

NOTE: Arcadia University has a satellite campus in Christiana, DE. The statistics from that location will be noted by a separate chart for this crime report. The statistics for the space utilized in Horsham, Pa., are included in the Glenside, Pa., campus statistics. Incidents that occur in or around Arcadia's Global Studies and Civic Engagement abroad facilities are included in the Glenside, Pa., campus statistics, under the Non-Campus Properties section.

Residential Facilities

A subset of the On-Campus category that must be separately disclosed and counted. It can include the following types of housing:

- Undergraduate and graduate housing;
- Single family houses that are used for student housing;
- Summer school student housing;
- Buildings that are used for student housing but also have faculty, staff or any other individuals living there;
- Buildings that are owned by a third party that has a written agreement with the institution to provide student housing; and
- Housing for officially and not officially recognized student groups, including fraternity or sorority houses, which are owned or controlled by Arcadia or are located on property that Arcadia owns or controls.

Note: Arcadia University does not have housing for recognized student groups, fraternity, or sorority houses.

Non-Campus

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 Arcadia University, that is used in direct support of, or in relation to the institution's educational purposes, is frequently used by students, but is not within the same area that is reasonably contiguous to the University. Arcadia University's non-campus properties include facilities used for educational purposes in London, England. While these properties are not part of the main campus, the University collects crime statistics for these locations through local law enforcement agencies in accordance with Clery Act requirements.

Public Property

All public property, including thoroughfares, streets, sidewalks, and parking facilities, is within the campus or immediately adjacent to and accessible from the campus. This includes the sidewalk across the street from the campus.

FEDERAL DEFINITIONS OF REPORTABLE CRIMES (CLERY ACT AND VAWA)

The conclusion of this Annual Security and Fire Safety Report contains statistical accounting of various crimes that have been reported to the Department of Public Safety. All of the offenses are prohibited by the University and incidents may result in disciplinary action. The definitions used to classify these incidents are taken from the Federal Uniform Crime Reporting (UCR) Program and the National Incident-Based Reporting System (NIBRS) as required by federal law:

Criminal Homicide - Murder and Non-Negligent Manslaughter: The willful non-negligent killing of one human being by another.

Criminal Homicide - Negligent Manslaughter: The killing of another person through gross negligence or without malice.

Sexual Assault (Sex Offenses): An offense that meets the definition of rape, fondling, incest, and statutory rape as used in the FBI's UCR program and included in Appendix A of 34 C.F.R. § 668.

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 (referred to as Criminal Sexual Contact in the FBI's 2025 NIBRS offense classification): The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including situations where the victim is incapable of giving consent because of age or 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. In Pennsylvania,

the age of consent is 16 years old, though this age can be raised to 18 if the offender is in a position of trust, authority, or supervision over the victim.

The Campus SaVE Act ((20 U.S.C. § 1092 (f)) Amendments to the Violence Against Women Act, (VAWA) identified the following additional crimes that must be reported under the Clery Act:

- **Domestic violence:** Felony or misdemeanor crimes 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, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, 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 occurred.
- **Dating violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and the existence of such a relationship shall be determined based on a consideration of the following factors:
 - The length of the relationship;
 - The type of relationship; and
 - The frequency of the 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.

- **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
 - Fear for their safety or the safety of others; or
 - Suffer substantial emotional distress.

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 the person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually 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.

Weapon Law 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 weapon offenses that are regulatory in nature.

Drug Abuse Violations: The violations of laws prohibiting the production, distribution and/or use of controlled substances, and the equipment or devices used 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 and local laws or ordinances prohibiting the manufacture, purchase, sale, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

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. These incidents are counted when the event is related to a hate crime category.

Larceny Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. These incidents are counted when the event is related to a hate crime category.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack. These incidents are counted when the event is related to a hate crime category.

Destruction/Damage/Vandalism of Property: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it. These incidents are counted when the event is related to a hate crime category.

Retaliation: Any adverse action taken against a person for making a good faith report of prohibited conduct or participating in any proceeding under University policy. Retaliation includes threatening, intimidating, harassing, coercing or any other conduct that would discourage a reasonable person from engaging in activity protected under University policy. Retaliation may be present even where there is a finding of "no responsibility" on the allegations of prohibited conduct. Retaliation does not include good faith actions lawfully pursued in response to a report of prohibited conduct.

UNFOUNDED CRIMES

In 2024, there were zero crime reports determined to be "unfounded" by law enforcement and subsequently withheld from the crime statistics.

HATE CRIMES

The law requires the release of statistics by category of prejudice concerning the occurrence of hate crimes in the crimes that were previously listed 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, sexual orientation, ethnicity, or disability of the victim.

PENNSYLVANIA UNIFORM CRIME REPORTING ACT (PAUCR)

Arcadia University is mandated by the Pennsylvania Uniform Crime Reporting Act (PAUCR) (formerly Pa. Act) to disclose crime statistics to the Pennsylvania State Police, in a form and manner described by the State Police, for publication in the Pennsylvania Uniform Crime Report. The information is submitted at the beginning of each month to the [PAUCR Form](#).

DAILY CRIME LOG

The Department of Public Safety maintains a Daily Crime Log of reported crimes that is available for review, upon request, at any time. The Daily Crime Log records information of criminal incidents, the nature of the crime, its general location, the date and time of occurrence and date and time reported, and the disposition of the complaints. The disposition of the event is included when and if reasonably available. The Daily Crime Log does not include personal identity related to the incident, due to the safety of an individual which may be compromised. All incidents are included in the Daily Crime Log within two (2) business days from when they are reported. Information in the Daily Crime Log contains a 60-day period of information and any information from the Daily Crime Log that is older than 60 days is made available within two (2) business days of a request for review.

TIMELY WARNINGS

Under the Clery Act, Arcadia University's Department of Public Safety is responsible for disseminating timely warnings for Clery crimes that occur in Arcadia University's Clery geography. Clery geography by definition

includes campus property, adjacent public areas, and university-controlled non-campus locations. For Arcadia University, the following campuses: Glenside, Pa., Christiana, DE, non-campus property (property owned/controlled by the University), and/or public property (property within or immediately adjacent to campus).

Arcadia University issues timely warnings to alert the campus community about Clery Act crimes that occur within the University's Clery geography (on campus, on public property within or immediately adjacent to campus, or on non-campus property owned or controlled by the University) when such crimes are reported to campus security authorities or local police and are determined by the Director of Public Safety (or designee) to represent a serious or ongoing threat to students and employees.

Criteria for Issuing a Timely Warning:

- The crime is a Clery Act crime (e.g., criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, domestic violence, dating violence, stalking, or hate crimes).
- The crime occurred within Clery geography.
- The crime poses a serious or ongoing threat to the campus community.

The Director of Public Safety (or designee), in consultation with the Emergency Notification Team, is responsible for evaluating whether the criteria are met and for preparing and issuing the timely warning.

Distribution:

Timely warnings are distributed to students and employees via university email and the mass notification system. Additional methods (e.g., website, social media, campus postings) may be used as appropriate.

Content:

Timely warnings will include sufficient information about the nature of the threat, location, and recommended precautions, but will not include personally identifying information about victims.

Timely warnings are not required for crimes reported to a pastoral or professional counselor.

University Relations may also post news releases and social media alerts as needed. Anyone with information warranting a timely warning should report this to Public Safety by phone at 215-572-2999, ext. 2999, or in person at the Public Safety Command Center. Keep in mind that the University is not required to issue a timely warning for crimes reported to a pastoral or professional counselor.

- *Please note that there will be instances where time will not permit consultation with the Emergency Notification Team and a timely warning will be sent to the campus community.*

EMERGENCY NOTIFICATIONS

Under the Clery Act, Arcadia University's Public Safety Department is responsible for disseminating emergency notifications for Clery crimes that occur in Arcadia University's Clery geography. Clery geography, by definition, includes campus property, adjacent public areas, and university-controlled non-campus locations. For Arcadia University, the following campuses: Glenside, Pa., Christiana, DE, non-campus property (property owned/controlled by the University), and/or public property (property within or immediately adjacent to campus).

Arcadia University issues emergency notifications to alert the campus community about Clery Act crimes that occur within the University's Clery geography (on campus, on public property within or immediately adjacent to campus, or on non-campus property owned or controlled by the University) when such crimes are reported to campus security authorities or local police and are determined by the Director of Public Safety (or designee) to represent significant emergency or dangerous situation that involves an immediate threat to the health or safety of students or employees on or near campus.

Criteria for issuing an emergency notification:

- The situation constitutes a significant emergency or dangerous situation (e.g., active shooter, bomb threat, severe weather, hazardous materials incident, outbreak of a communicable disease, etc.).
- The emergency is confirmed by the Director of Public Safety (or designee) or other designated University officials.

The Director of Public Safety (or designee), with consultation with the Emergency Notification Team, is responsible for evaluating whether the criteria are met and for preparing and issuing the emergency notification.

Process:

- The Director of Public Safety (or designee), in consultation with the Emergency Notification Team as appropriate, will confirm the emergency, determine the content of the notification, and identify the segment(s) of the campus community to receive the notification.
- The notification will be issued without delay, unless doing so would compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Distribution:

Emergency notifications are distributed to students and employees via university email and the mass notification system. Additional methods (e.g., website, social media, campus postings) may be used as appropriate.

Content:

Emergency Notifications will include sufficient information about the nature of the threat, location, and recommended precautions, but will not include personally identifying information about victims.

Emergency Notifications are not required for crimes reported to a pastoral or professional counselor.

University Relations may also post news releases and social media alerts as needed. Anyone with information about warranting an emergency notification should report this to Public Safety by phone at 215-572-2999, ext. 2999, or in person at the Public Safety Command Center.

**Please note that there will be instances where time will not permit consultation with the Emergency Notification Team and an emergency notification will be sent to the campus community.*

Follow-up information and updates will be provided as appropriate.

If an Emergency Notification is issued for a situation that also constitutes a Clery Act crime, a separate Timely Warning will not be issued for the same incident.

Responsible Offices and Contacts:

- Director of Public Safety (primary)
- Emergency Notification Team (consultation)
- University Relations (for external communications)

EMERGENCY MASS NOTIFICATION SYSTEM

[Send Word Now](#) is the University’s primary tool for sending emergency notifications to members of the campus community. Send Word Now enables the University to quickly notify the campus community of critical information during a major emergency.

Currently, the University can notify community members via cell phones, landlines, text messaging, and e-mail. The University can also send voicemail messaging and also uses the University website to provide current and continuous updates acting as a central point for accurate information. In the event of a failure in technology, the University may communicate using face-to-face communication. Members of the larger community, such as parents or campus neighbors, may receive information about emergencies on campus from local/national media and/or a campus-wide email and the Arcadia University website.

Send Word Now is activated for emergencies such as, but not limited to, violent crimes, power outages, building evacuations, impending violent storms, and campus closures due to inclement weather.

Enrolling in the Emergency Notification System

All members of the University community are advised that, for Send Word Now to be effective, contact information in the University’s databases should be added and up to date. Arcadia community members are encouraged to add additional contact preferences or update existing preferences regularly. To update emergency contact information, go to [Contact Information](#) to update the information.

Testing the System

Send Word Now is evaluated at the beginning of each semester by Public Safety officials to ensure that community members are familiar with emergency alerts and what their individual roles are during an actual situation. Email

notifications, including dates and times of system testing are sent prior to testing for preparedness and enrollment assurance. The College of Global Studies evaluates their component of Send Word Now each semester and during the summer term.

EMERGENCY RESPONSE

Assessing the Threat

The Crisis Emergency Management Team makes up the Incident Command Team in the event of a potential threat that may necessitate the evacuation of part or all of the campus. The Director of Public Safety will immediately review and evaluate the threat information, determine its significance, and notify all appropriate outside agencies if necessary.

NOTE: In case of emergencies of a significant nature where outside agencies are involved, the Incident Command may be taken over by that agency with assistance from the University team.

The Team will assemble at one of the following locations:

- The Castle: President's Conference Room
- The Public Safety Conference Room
- The University Commons: Meeting Rooms
- Landman Library Beaver College Room
- Any other appropriate off campus location if the need arises

Public Safety

In the event that there is an incident that requires evacuation of a campus building or residence hall, the Director of Public Safety will:

- Immediately notify Residence Life, Facilities, and the Vice President of Campus Life, who will then determine whether to activate the emergency notification system.

NOTE: Emergency notification will occur prior to the team assembly.

- Activate the Emergency Operations Center, which is located in Dilworth Hall at the Department of Public Safety.

The on-scene Public Safety officer will assume the liaison function with any off-campus agencies that respond to an incident on the campus. The officer will serve as the point of contact between the Arcadia University entities and the Incident Commander in charge of the incident

Resident Assistants and Residence Life Coordinators

When conducting BUILDING DRILLS from residence halls, the RAs and RLCs will assist Public Safety with the responsibility to see that all residents are safely and quickly evacuated from the buildings. These individuals shall knock on doors on route to the exit to assist in the complete evacuation of the floor and report conditions of fire, smoke, and those special needs persons unable to evacuate to the appropriate area of safe refuge, which in the case of the residence buildings is the Walk of Pride. After which, residents will be directed to their Emergency Evacuation Location. Persons with special needs, depending on which residence hall they live in, will already have special arrangements for shelter until they are rescued. Personal Safety of the RAs and ACs takes precedence over assuring complete evacuation of the floor.

Definition of Emergency

An emergency is an unplanned event that may cause deaths or significant injuries to students, faculty, and staff or the general public in or about the Arcadia University campus. This event may also disrupt the normal operations of the University, cause property and or environmental damage, or threaten the general well-being of the University. These emergency events may include, but are not limited to, any natural or manmade disasters such as:

- a. Fire
- b. Hazardous materials incidents on campus or near the campus
- c. Floods

- d. Hostage situations/Workplace violence
- e. Hurricanes or other natural disasters
- f. Extreme weather conditions
- g. Communication failure
- h. Campus wide utility outage
- i. Civil disturbance
- j. Explosion
- k. Structure collapse
- l. Homeland Security Alerts

Evacuation Decision

The Incident Commander (Director of Public Safety), or designee, and Facilities Management will examine all information to determine if a campus evacuation is necessary, and, if so, to what extent. If the threat is directed at one building, or a known location, that particular location or building should be evacuated. If the location of the threat is unknown, the team will determine if an entire campus evacuation is necessary.

Threats of an immediate nature will necessitate immediate evacuation or response by on-scene administrators.

The extent and length of the evacuation will be determined by the nature of the threat, the location of the threat, and all information pertaining to the threat. The Incident Commander will consult with the local authorities, police, and fire emergency services, as necessary. The Department of Public Safety and Facilities have the ability to lock down the campus utilizing access control software.

The Chief Communications Officer or the Director of Communications will be the official University spokesperson for issuing information (press releases, etc.) concerning the threat and activities related to it. No outside press or media will be permitted at the meetings of the Incident Command Team. A township public information officer or representative may also be involved in disseminating information on police or fire incidents.

In the event of an evacuation of a residence hall, due to an event that makes them unusable, students will relocate to the assigned Emergency Evacuation Location, where emergency provisions such as mattresses, blankets, and other necessities will be provided.

In most cases, existing plans for fire evacuation are applicable for evacuation in response to a hazard, but building evacuation may not be the best course of action. For example, this might be the case if the hazard is a toxic release, and it is external. Such widespread toxic releases can take several forms such as a tanker truck, carrying hazardous materials, overturning on a highway near the University releasing a highly toxic plume near or in the campus area itself. In this circumstance, sheltering in place would be the preferred course of action to protect the University community and it can be implemented more rapidly than evacuation.

Shelter in Place is a strategy of protecting people from a specific hazard by directing them to remain *inside* a building until further notice from the emergency responders. Any directive to shelter in place will be communicated using the same techniques outlined above.

When a directive to shelter in place is issued, do not leave the building until there is official notification that is safe to do so.

The University also maintains an Incident Command Personnel Notification List, as follows:

Director of Public Safety:

- Facilities
- Outside Authorities and Agencies
- VP for Finance and Administration (CFO)

Chief Communications Officer:

- President of the University
- All Vice Presidents

- General Counsel

Vice President of Campus Life/Dean of Students:

- Provost/Senior Vice President
- Director of Residence Life
- Director of Student Health Services
- Director of Counseling Services
- Conference and Event Services
- Associate Dean of Students
- Director of Student Engagement

ACTIVE SHOOTER

Incidents involving active shooters are unpredictable and your immediate response depends on the situation at hand. Recognition of the danger, keeping a cool head, acting quickly, and following basic guidelines will govern your response.

If you are in a building where a dangerous situation is developing, utilize the **Run, Hide, Fight** techniques, and exit the building immediately, moving away from the source of the danger.

RUN!

- Have an escape route and plan in mind.
- Leave your belongings behind.
- Evacuate regardless of whether others agree to follow.
- Help others escape, if possible.
- Do not attempt to move the wounded.
- Prevent others from entering an area where the active shooter may be.
- Keep your hands visible.
- Call 911 when you are safe and give as many details as possible.

HIDE!

- Hide in an area out of the shooter's view.
- Choose a hiding place with thicker walls and fewer windows, if possible.
- Lock doors and barricade with furniture, if possible.
- Turn off lights.
- Silence phones and turn off other electronics.
- Close windows, shades, and blinds, and avoid being seen from outside the room, if possible.
- If you are outdoors and cannot RUN safely, find a place to hide that will provide protection from gunfire such as a brick wall, large trees, or buildings.
- Remain in place until you receive an "all clear" signal from law enforcement officials.

FIGHT!

- Fight as a last resort and only when your life is in imminent danger.
- Attempt to incapacitate the shooter.
- Act with as much physical aggression as possible.
- Improvise weapons or throw items at the active shooter.
- Commit to your actions as your life depends on it.

ARCADIA UNIVERSITY EVACUATION PLAN

Evacuation Procedure

The establishment of a safe environment is a shared responsibility of every member of the Arcadia University community. Occupants should be familiar with the exits in the buildings where they live and attend classes, and should know the options for a secondary means of egress should the primary exits not be desirable or rendered useless during an emergency. Everyone is required to participate in ALL BUILDING DRILLS, which are the foundation of all emergency exit drills. In buildings where there are floor plans and evacuation procedures on the back of doors or in hallways and lobbies, occupants should become familiar with and understand the instructions on them.

Emergency Drills, Testing, and Documentation

Arcadia University conducts announced or unannounced emergency evacuation drills or exercises in every campus building, including all residence halls and non-residential facilities, each semester. These drills are designed to assess and evaluate the emergency response and evacuation procedures for the University community.

Each drill or exercise is documented and includes the following information:

- A description of the exercise or drill conducted
- The date and time of the exercise or drill
- Whether the exercise or drill was announced or unannounced
- The building(s) or area(s) involved

The Department of Public Safety, in collaboration with Residence Life and Facilities, is responsible for scheduling, conducting, and documenting all emergency drills and exercises. Documentation is maintained for a minimum of seven (7) years and is available for review upon request.

In addition to evacuation drills, Arcadia University conducts tabletop exercises and after-action reviews with the Crisis Emergency Management Team and relevant campus partners, including local law enforcement and emergency services, to evaluate and improve the University's emergency response plans.

At least once per calendar year, the University publicizes its emergency response and evacuation procedures to the campus community in conjunction with a test of the emergency notification system. Notification of upcoming drills and tests is sent to all students and employees via university email and other appropriate channels.

All building occupants are required to participate in emergency drills and to follow the instructions of Public Safety and designated building coordinators. Feedback from drills and exercises is used to update and improve emergency procedures and training.

DO NOT USE BUILDING ELEVATORS IN THE EVENT OF AN EMERGENCY THAT REQUIRES EVACUATION.

General Building Evacuation Procedures

- Fire alarms and other warnings, verbal or otherwise, will be used to sound a building evacuation.
- Walk quickly and do not run; **DO NOT PANIC!**
- Always use stairways.
- Give assistance to any disabled person as long as it's safe to do so; notify emergency personnel with their exact location if you cannot render further assistance.
- Follow the instructions of emergency responders.
- If possible, time permitting, turn off electrical appliances; close residence doors; bring your room keys with you.
- Go to the designated outside areas away from the building to allow emergency personnel and vehicles to have a clear path to the area.
- Make sure you know an alternate exit route in case the regular exit route is blocked.

Evacuation Procedures for Residence Halls

If a fire starts in your residence hall room:

- Leave the room immediately and close the door behind you to keep the fire from spreading; the smoke and heat detectors will sound the alarm, but to make sure, pull the nearest alarm in the hall.
- Leave the building by using the closest exit.
- Call Public Safety from a safe location and alert them to anyone who may still be in the building, including those who may require assistance in leaving due to a disability.

If you hear a fire alarm:

- Go to the door of your room if it is closed and feel the door with your hand; If the door or the doorknob is hot, **do not open the door.**

- Let someone know you are in the room; call Public Safety
- Open your room window and hang a bed sheet or similar item out of the window to signal the fire responders.
- Seal openings around the hallway door with towels, etc.
- If the door is not hot, check the hall. If you can leave safely, take your keys with you, close the Door, and go to the nearest clear exit to leave the building.
- DO NOT USE THE ELEVATORS.
- If smoke blocks your path, there is cleaner, cooler air nearer the floor level. DO NOT STAND AS SMOKE AND TOXIC GASSES RISE.

Evacuation Procedures for Non-Residence Halls

In the event of fire or other emergencies, in non-residential buildings, at the sound of a fire alarm, occupants of the building need to evacuate the building quickly and safely and once outside, go to a pre-designated location so it can be determined that everyone is out of the building, and await further instructions from Public Safety.

- DO NOT USE THE ELEVATORS.
- If smoke blocks your path, there is cleaner, cooler air nearer the floor level. DO NOT STAND AS SMOKE AND TOXIC GASSES RISE.

You must keep a safe distance from the building for personal safety and so as not to impede the work of the firefighters and/or law enforcement officials.



Dave Washington, Facilities Fire Safety Expert with Resident and Commuter Assistants during Fire Safety Training

2024 Annual Fire Safety Report

FIRE LOG

Institutions must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities. Arcadia University complies with this rule by including all fire related incidents in the Daily Crime and Fire Log.

ANNUAL FIRE SAFETY REPORT

Institutions with on-campus housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards. Arcadia University complies with this regulation by including all fire related incidents at on-campus housing facilities as part of this Annual Fire Safety and Security Report. Information contained in this annual fire safety report includes number and causes of fires at all on-campus housing facilities; number of fire related deaths; related injuries; value of fire related damages; information on evacuation procedures; fire safety education and training programs; fire safety systems in each student housing facility; number of regular mandatory supervised fire drills; and policies on portable electrical appliances, smoking, and open flames.

If a fire occurs in any building, Arcadia community members must immediately notify Public Safety at 215-572-2999 or the Christiana, DE, Fire Company at 302-737-2433. Public Safety will respond and determine if smoke or fire is present and will summon the Fire Department to the campus when appropriate.

If any member of the Arcadia community finds evidence of a fire that has been extinguished, and the person is not sure whether Public Safety has already responded, the community member should immediately notify Public Safety to investigate and document the incident.

The campus fire alarm systems alert community members of potential hazards. Arcadia community members are required to heed an activated fire alarm system and evacuate a building immediately. Use the nearest available exit to evacuate the building. **DO NOT USE ELEVATORS.**

FIRE PROTECTION EQUIPMENT/SYSTEMS

All residential and non-residential University buildings are equipped with automatic fire detection and alarm systems which are monitored by the Public Safety Command Center, 24 hours a day, 365 days a year.

FIRE DEFINITIONS

Fire: Rapid oxidation of combustible material accompanied by heat, light, and smoke of combustible material, which is found outside of its normal appliance, whether or not it is extinguished prior to arrival of emergency personnel.

Fire-related deaths: Number of persons who were fatalities because of a fire incident, including death resulting from a natural or accidental cause while involved in fire control, attempting a rescue, or persons escaping from the fire scene (an individual who dies within one (1) year of injuries sustained as a result of a fire).

Fire-related injuries: Number of people receiving injuries from fire-related incidents, including an injury from a natural or accidental cause who received medical treatment at a local medical facility. This includes first responders attempting to control the fire or attempt a rescue, or persons escaping from a fire scene. Persons may include students, faculty, staff, visitors, firefighters, or any other individuals.

Estimated U.S. Dollar Loss Related to Fire Incidents: Estimated total U.S. dollar loss of both contents and structure or property destroyed because of a fire incident, not loss of business.

EVACUATION PROCEDURES POSTED

When a fire alarm is activated, evacuation is mandatory. **DO NOT USE ELEVATORS.** Evacuate the building using the nearest exit and proceed to the nearest point of safety to begin the accountability and assessment process.

FIRE SAFETY EDUCATION AND TRAINING

The Department of Public Safety includes fire safety education and instructions during orientations and building drills. In addition, students, faculty, and staff are encouraged to make use of training provided by Public Safety or Facilities. The direct training provides instruction in numerous aspects of fire safety, focusing on proper procedures for safe evacuation of residence halls and other buildings during a fire emergency.

There are a number of fire prevention programs to be delivered to the occupants of residence halls and other members of the University community, conducted by persons of authority within the University or Cheltenham Township and Glenside Fire Departments.

BUILDINGS EQUIPPED WITH FIRE ALARM SYSTEMS AND SMOKE DETECTORS

All residence halls and apartment style housing, on and off campus (i.e., Oak Summit and Manor), as well as non-residential buildings on and off campus, are equipped with smoke or heat detectors and fire alarms that are monitored at the Public Safety Command Center, 24 hours a day, seven days a week, 365 days a year.

EMERGENCY BUILDING DRILLS (FORMERLY KNOWN AS FIRE DRILLS)

Throughout the year, various supervised scheduled building drills or actual events on campus are facilitated and certified by the Department of Public Safety, in cooperation with Residence Life personnel and Facilities. These drills familiarize students, faculty, and staff with emergency procedures.

Each semester, emergency evacuation drills are conducted at the residence halls. Emergency evacuation drills are conducted yearly in non-residential buildings by the Department of Public Safety.

FIRE LOG (Calendar Years 2022-2024)
2024 ARCADIA UNIVERSITY AMENITIES BY RESIDENCE HALLS

ON CAMPUS PROPERTIES

LOCATION	FIRE ALARMS MONITORED BY PUBLIC SAFETY	EQUIPPED WITH FULL SPRINKLER SYSTEMS	FIRE ALARMS AND SMOKE DETECTORS	EVACUATION PLANS POSTED AND FIRE SAFETY CONDUCTED	NUMBER OF DRILLS CONDUCTED 2024
GREY TOWERS CASTLE 450 S. Easton Road Glenside, Pa 19038	YES	NO	YES	YES	2
KISTLER HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
THOMAS HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
DILWORTH HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
HEINZ HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
KNIGHT HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
OAK SUMMIT APARTMENTS 310 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
777 LIMEKILN PIKE Glenside, Pa 19038	YES	YES	YES	YES	2
782 LIMEKILN PIKE Glenside, Pa 19038	YES	YES	YES	YES	2
345 BICKLEY ROAD Glenside, Pa 19038	NO	NO	YES	YES	0
2005 CHURCH ROAD Glenside, Pa 19038	YES	YES	YES	YES	2
2009 CHURCH ROAD Glenside, Pa 19038	NO	NO	YES	NO	0
2053 CHURCH ROAD Glenside, Pa 19038	YES	YES	YES	YES	2
2059 CHURCH ROAD Glenside, Pa 19038	YES	YES	YES	YES	2
1600 CHURCH ROAD Glenside, Pa 19038	NO	YES	YES	YES	0

2024 Fire Statistics - Summary

Location	Fires	Injuries	Deaths	Value of Property Damages
GREY TOWERS CASTLE	0	0	0	N/A
KISTLER HALL	0	0	0	N/A
THOMAS HALL	0	0	0	N/A

DILWORTH HALL	0	0	0	N/A
HEINZ HALL	0	0	0	N/A
KNIGHT HALL	0	0	0	N/A
OAK SUMMIT APARTMENTS	0	0	0	N/A
777 LIMEKILN PIKE	0	0	0	N/A
782 LIMEKILN PIKE	0	0	0	N/A
345 BICKLEY RD	0	0	0	N/A
2005 CHURCH RD	0	0	0	N/A
2009 CHURCH RD	0	0	0	N/A
2053 CHURCH RD	0	0	0	N/A
2059 CHURCH RD	0	0	0	N/A
1600 CHURCH RD	0	0	0	N/A

2023 ARCADIA UNIVERSITY AMENITIES BY RESIDENCE HALLS

ON CAMPUS PROPERTIES

LOCATION	FIRE ALARMS MONITORED BY PUBLIC SAFETY	EQUIPPED WITH FULL SPRINKLER SYSTEMS	FIRE ALARMS AND SMOKE DETECTORS	EVACUATION PLANS POSTED AND FIRE SAFETY CONDUCTED	NUMBER OF DRILLS CONDUCTED 2023
GREY TOWERS CASTLE 450 S. Easton Road Glenside, Pa 19038	YES	NO	YES	YES	2
KISTLER HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
THOMAS HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
DILWORTH HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
HEINZ HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
KNIGHT HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
OAK SUMMIT APARTMENTS 310 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
777 LIMEKILN PIKE Glenside, Pa 19038	YES	YES	YES	YES	2

Location	Fires	Injuries	Deaths	Value of Property Damages
GREY TOWERS CASTLE	0	0	0	N/A
KISTLER HALL	0	0	0	N/A
THOMAS HALL	0	0	0	N/A
DILWORTH HALL	0	0	0	N/A
HEINZ HALL	0	0	0	N/A
KNIGHT HALL	0	0	0	N/A
OAK SUMMIT APARTMENTS	0	0	0	N/A
777 LIMEKILN PIKE	0	0	0	N/A

2022 ARCADIA UNIVERSITY AMENITIES BY RESIDENCE HALLS

ON CAMPUS PROPERTIES

LOCATION	FIRE ALARMS MONITORED BY PUBLIC SAFETY	EQUIPPED WITH FULL SPRINKLER SYSTEMS	FIRE ALARMS AND SMOKE DETECTORS	EVACUATION PLANS POSTED AND FIRE SAFETY CONDUCTED	NUMBER OF DRILLS CONDUCTED 2022
GREY TOWERS CASTLE 450 S. Easton Road Glenside, Pa 19038	YES	NO	YES	YES	2
KISTLER HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
THOMAS HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
DILWORTH HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
HEINZ HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
KNIGHT HALL 450 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
OAK SUMMIT APARTMENTS 310 S. Easton Road Glenside, Pa 19038	YES	YES	YES	YES	2
777 LIMEKILN PIKE Glenside, Pa 19038	YES	YES	YES	YES	2

2022 Fire Statistics - Summary

Location	Fires	Injuries	Deaths	Value of Property Damages
GREY TOWERS CASTLE	0	0	0	N/A
KISTLER HALL	0	0	0	N/A
THOMAS HALL	0	0	0	N/A
DILWORTH HALL	0	0	0	N/A
HEINZ HALL	0	0	0	N/A
KNIGHT HALL	0	0	0	N/A
OAK SUMMIT APARTMENTS	0	0	0	N/A
777 LIMEKILN PIKE	0	0	0	N/A

Arcadia University Crime Statistics - 2022, 2023 and 2024

GLENSIDE, PA CAMPUS	(*)All On-Campus Property			Non-Campus Property			Public Property			Residential Facilities		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
Criminal Homicide - Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Criminal Homicide-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	1	1	3	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	1	0	0	0
SEX OFFENSES (TOTAL)	8	5	6	0	0	0	0	0	0	8	5	5
Sexual Assault - Rape	6	5	3	0	0	0	0	0	0	6	5	3
Sexual Assault - Fondling	2	0	3	0	0	0	0	0	0	2	0	2
Sexual Assault - Incest	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault – Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
ARRESTS (TOTAL)	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0
REFERRALS (TOTAL)	89	45	86	0	0	0	0	0	0	88	44	86
Liquor Law violations referred for disciplinary action	64	30	59	0	0	0	0	0	0	63	29	59
Drug Law violations referred for disciplinary action	25	15	27	0	0	0	0	0	0	25	15	27
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0

**Statistics from the Global Studies and Civic Engagement Programs are included within the Glenside, Pa main campus table, in the Non-Campus Property section. Statistics from those areas are provided by our international partners, including in-country law enforcement.*

CHRISTIANA, DE CAMPUS	(*)All On-Campus Property			Non-Campus Property			Public Property			Residential Facilities		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
Criminal Homicide - Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Criminal Homicide - Negligent Manslaughter	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Robbery	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Aggravated Assault	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Arson	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Burglary	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
SEX OFFENSES (TOTAL)	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Sexual Assault - Rape	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Sexual Assault - Fondling	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Sexual Assault - Incest	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Sexual Assault – Statutory Rape	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
ARRESTS (TOTAL)	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Drug Law Arrests	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
REFERRALS (TOTAL)	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Liquor Law violations referred for disciplinary action	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Drug Law violations referred for disciplinary action	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A

ARCADIA UNIVERSITY HATE CRIME STATISTICS – 2022, 2023 AND 2024

The figures in the following crime categories depict the number of these crimes that manifested evidence that the victim was intentionally selected because of the perpetrator’s bias. See the "Key to Hate Crime notations" below for the types of bias that occurred.

GLENSIDE, PA CAMPUS	(*)All On-Campus Property			Non-Campus Property			Public Property			Residential Facilities		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
Criminal Homicide - Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Criminal Homicide – Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
SEX OFFENSES (TOTAL)	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault - Rape	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault - Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault - Incest	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault – Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
OTHER OFFENSES (TOTAL)	0	0	0	0	0	0	0	0	0	0	0	0
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Harassment	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0
Other crimes involving bodily injury	0	0	0	0	0	0	0	0	0	0	0	0

Notes on Clery Act Hate Crime Statistics

This category includes all on-campus incidents including those listed in the category "Residential Facilities", therefore the two categories are not cumulative, but duplicative. HATE CRIMES: Offenses motivated by a type of bias or prejudice will have a superscript notation for the type of bias. **Statistics from the Global Studies and Civic Engagement Programs are included within the Glenside, Pa main campus table, in the Non-Campus Property section. Statistics from those areas are provided by our international partners, including in-country law enforcement.*

Key to Hate Crimes Notations:

- | | | |
|------------------------|----------------------|----------------------|
| Race = ra | Religion = re | Ethnicity = e |
| Sexual Orientation = s | Disability = d | Gender Identity = gi |
| Gender = g | National Origin = no | |

CHRISTIANA, DE	(*)All On-Campus Property			Non-Campus Property			Public Property			Residential Facilities		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
Criminal Homicide - Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Criminal Homicide – Negligent Manslaughter	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Robbery	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Aggravated Assault	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Arson	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Burglary	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
SEX OFFENSES (TOTAL)	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Sexual Assault - Rape	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Sexual Assault - Fondling	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Sexual Assault - Incest	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Sexual Assault – Statutory Rape	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
OTHER OFFENSES	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Larceny/Theft	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Simple Assault	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Intimidation	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Sexual Harassment	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Vandalism	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Other crimes involving bodily injury	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A

Notes on Clery Act Hate Crime Statistics

This category includes all on-campus incidents including those listed in the category "Residential Facilities", therefore the two categories are not cumulative, but duplicative. HATE CRIMES: Offenses motivated by a type of bias or prejudice will have a superscript notation for the type of bias.

Key to Hate Crimes Notations:

Race = ra

Sexual Orientation = s

Gender = g

Religion = re

Disability = d

National Origin = no

Ethnicity = e

Gender Identity = gi

ARCADIA UNIVERSITY VAWA STATISTICS – 2022, 2023 AND 2024

The Clery Act, as amended in 2013, now includes three additional crimes CSAs must report to the reporting structure of their institution. Those crimes are dating violence, domestic violence, and stalking. It is important to note that while dating violence is not a defined crime in Pennsylvania, it is a crime for the purposes of Clery Act reporting.

The new crime reporting requirements are implemented for the College's Annual Security Report institutions and must be published on or before October 1, 2025.

GLENSIDE CAMPUS	(*)All On-Campus Property			Non-Campus Property			Public Property			Residential Facilities		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
Violence Against Women Act Offenses (VAWA) (Totals)	4	2	1	0	0	0	0	0	0	1	2	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	1	2	0	0	0	0	0	0	0	1	2	0
Stalking Incidents	3	0	1	0	0	0	0	0	0	0	0	0

CHRISTIANA, DE CAMPUS	(*)All On-Campus Property			Non-Campus Property			Public Property			Residential Facilities		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
Violence Against Women Act Offenses (VAWA) (Totals)	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Domestic Violence	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Dating Violence	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Stalking Incidents	0	0	0	0	0	0	0	0	0	N/A	N/A	N/A

**Statistics from the Global Studies and Civic Engagement Programs are included within the Glenside, Pa main campus table, in the Non-Campus Property section. Statistics from those areas are provided by our international partners, including in-country law enforcement.*

Addendum C: Arcadia University Student Handbook Excerpts

This Addendum provides a summary of selected provisions of the Arcadia University Student Handbook, including the Code of Student Conduct, disciplinary procedures, and related sanctions. It is intended for reference only and does not replace or supersede the full Student Handbook.

The complete and official policies governing student conduct are set forth in the current **Arcadia University Student Handbook**, which is incorporated by reference into this Addendum. In the event of any inconsistency between this Addendum and the Student Handbook, the terms of the Student Handbook shall control.

Arcadia University is committed to personal and academic excellence and requires students to conduct themselves with integrity, respect, and responsibility both inside and outside the classroom. Students are expected to respect the rights and dignity of others, uphold the property of the University and its community, and refrain from behavior that undermines the freedom and respect owed to every individual.

Jurisdiction for student conduct matters extends to behavior that occurs on campus, at University-sponsored activities, and in some circumstances off campus where conduct has a direct and substantial impact on the University community or its objectives. Student conduct obligations begin with application for admission and continue through the awarding of a degree, including periods between terms of enrollment.

The Office of Community Standards and Student Conduct administers the student disciplinary process and may determine whether off-campus conduct falls within the scope of the Code of Conduct. Administrative hearings are used for most cases, and are designed to be educational, corrective, and developmental. Hearings are conducted by a trained hearing officer who meets with the student, reviews the allegations, considers any evidence, and allows the student to present their perspective. Students receive notice of alleged violations and are expected to respond promptly. Most hearings are resolved in one meeting, although additional meetings may be required if new information emerges. Decisions are not issued during the meeting but follow after careful consideration by the hearing officer.

More serious cases, including those that could result in suspension or dismissal, may be referred to a Judicial Board or, in housing matters, to a Student Conduct Board. The University may impose sanctions ranging from warnings and probation to restitution, loss of privileges, or removal from housing or programs. In some circumstances, a student may be declared persona non grata, meaning they are barred from campus, if their conduct poses a threat to safety or the University community. Students declared persona non grata must not return to campus without written authorization from the President and may face trespass charges if they do so without permission.

Arcadia emphasizes that the disciplinary process is not only corrective but also educational in nature, intended to help students learn from their actions and contribute positively to the campus community. Appeal rights are available and described fully in the Student Handbook.

The complete and official policies governing student conduct, procedures, and appeals are set forth in the current Arcadia University Student Handbook. This Addendum provides a summary for reference only. In the event of any inconsistency between this Addendum and the Student Handbook, the terms of the Student Handbook shall control.

Appendix: University Policies

CAMPUS CONDUCT HOTLINE

Arcadia University uses the Campus Conduct Hotline Reporting System, managed by Lighthouse, to enhance communication and empower individuals to promote safety, security, and ethical behavior. Use the anonymous system to report situations, events, or actions by individuals or groups that you believe unethical or otherwise inappropriate. For more information, please see the University's **Whistleblower Policy** ([Whistleblower Policy](#)).

This hotline service does not replace our existing reporting methods for reporting problems or complaints. The University continues to encourage community members to report concerns or suspected violations to a supervisor, Student Affairs, the Office of Equity and Civil Rights, Human Resources, or other campus entities, as appropriate. If you are uncertain if a situation should be reported, please use the Campus Conduct Hotline to obtain clarification. We would much rather have you ask than have potential problems go unchecked. **The Campus Conduct Hotline should not be used for immediate threats to life or property. Immediate threats to life and/or property should be directed to 911 or Public Safety at 215-572-2999.**

How to File a Report with the Campus Conduct Hotline

Campus Conduct Hotline is designed to maintain your anonymity. The following step-by-step instructions will guide you through the processes available to submit a report:

Use any one of these convenient channels of communication:

- Online: Arcadia faculty, staff, and students can go to the [Campus Conduct Hotline](#) secure landing page.
- Toll-Free Phone: Call Lighthouse's toll-free hotline at 1-866-943-5787. An intake specialist will assist you with entering your report into the Campus Conduct Hotline system.

Please note that the University may be limited in its ability to investigate or respond to anonymous reports that do not include sufficient information.

CONFIDENTIALITY OF STUDENT RECORDS

Arcadia University conforms to the Family Educational Rights and Privacy Act (FERPA) of 1974, a federal law which provides that a covered educational institution will maintain the confidentiality of student records. Thus, personally identifiable information from education records, including course grades, cannot be released without the prior written consent of the student, except as specified under the provisions of the act. Exceptions may include personnel (school officials) within the institution, other institutions in which students seek to enroll, persons or organizations providing financial aid to students, accrediting agencies carrying out their accreditation function, organizations conducting studies to improve instruction in compliance with a judicial order, and in an emergency to protect the health or safety of students or other persons. Institutions must disclose education records to federal and state representatives of agencies listed in the act.

Other than those individuals and agencies identified above, no person (including a parent or guardian) or an organization has a right to review a student's academic record or to receive a transcript without the written consent of the student. However, institutions may release, without written consent, information identified as public or "directory information," provided the student has been given reasonable opportunity to prohibit disclosure of such information.

For further information on the provisions of FERPA, see the section entitled "**Privacy and Accuracy**" on the Registrar's Office website and/or consult with a staff member of that office.

Please refer to the University's [FERPA Compliance Policy](#).

SMOKING

Arcadia University has joined hundreds of colleges and universities around the nation that are concerned about the harmful effects of the use of tobacco products by those in its campus community. Tobacco use has been established as a preventable cause of many illnesses. Current research indicates that tobacco smoke exposure in confined areas may be a health hazard to non-smokers. Smoke from cigarettes, cigars, pipes, and vaporless cigarettes can be an irritant to many non-smokers and can aggravate allergic conditions. With sufficient concentration, secondhand smoke may be harmful to those with chronic heart or lung disease.

Though primarily affecting the user, smokeless tobacco is also recognized as potentially harmful, and the policy outlined in this statement shall be interpreted as meaning that the use of smokeless tobacco products will be prohibited in the same areas as is tobacco smoking. No smoking will be allowed in any campus building, including residential halls at Arcadia University. Smokers are required to stand **50** feet away from the entrance and exit doors of buildings. The Smoking Policy can be found at [Smoking Policy](#).

SOLICITATION AND FUNDRAISING

No individual student or student organization, whether affiliated with Arcadia University or not, may sponsor activities on campus that have the express purpose of making converts of, or soliciting members of, Arcadia University's community. Arcadia University reserves the right to restrict or prohibit the on-campus activities of any individual or organization whose purposes are contrary to Arcadia University's values and mission.

- Individuals and organizations not affiliated with the University are not permitted to solicit the community in order to raise funds for an individual, organization, or cause.
- As an individual student, you are not permitted to solicit the Arcadia community to benefit an individual, organization, or cause.
- A student organization to which you belong may sponsor activities for the benefit of an outside organization or cause as long as the organization obtains permission from the Office of Engagement and New Student Programs.
- To conduct a fundraiser, student organizations must submit the Fundraising Authorization Format at least two weeks prior to any anticipated fundraiser. Requests are reviewed and approved by the Office of Engagement and New Student Programs. Failure to complete the form two weeks in advance may result in the fundraiser not being approved. Fundraising is available on a first-come, first-served basis.
- On-campus solicitation of faculty, staff, or students by charitable organizations or salespersons is not permitted except when authorized by appropriate offices. Inquiries of this nature should be directed to Conference Services, who will review the request with the Vice President for University Advancement.

IMPORTANT PHONE NUMBERS

All Emergencies Cheltenham Township Police, Fire, EMS	911
American Red Cross	(215) 299-4000
	(800) 733-2767
Animal Control	(610) 825-0111
Coast Guard - Search and Rescue Emergencies	(215) 791-4800
PECO	(800) 494-4000
Government Officials Emergency Management Director Montgomery County	267-784-4670
Montgomery County Sheriff	(610) 278-3331
Cheltenham Township Fire Marshal	(215) 887-1000
Delaware State Police	(302) 739-5901
Governor's Office of Homeland Security	(717) 346-4460
Hospitals - Major Abington Memorial Hospital	(215) 481-2000
Chestnut Hill Hospital	(215) 248-8200
Cheltenham Police Dept. (Non-Emergency)	(215) 885-1600
Abington Police Dept.	(267) 536-1100

Poison Control	(800) 222-1222
KWY1060 (kyw newsradio.radio.com) News Radio	(855) 599-6397
NBC10 (https://www.nbcphiladelphia.com)	
Local News	(215) 201-5000
Counseling Services	(215) 572-2967
Student Health Services	(215) 572-2966
Residence Life	(215) 572-4026
Office of Equity and Civil Rights and Title IX	(215) 517-2659
Campus Public Safety Non-Emergency	(215) 572-2800
Campus Public Safety Emergency Number	(215) 572-2999
President's Office	(215) 572-2909
Vice President of Business and Administration (CFO)	(215) 572-2943
Risk Management Office	(215) 572-2941
Vice President of Campus Life & Dean of Students	(215) 572-2924
Facilities Department	(215) 572-2992
Global Health and Safety Team 24/7	(215) 572-2123



ARCADIA UNIVERSITY

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