



Annual Security Report and Fire Safety Report 2022





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Annual Security Report (ASR) and Fire Safety Report

Spalding University is the home for students who want to earn a degree while engaging and serving the community. We put compassion in action every day with our mission-driven focus. We volunteer, teach, advocate, organize and give. Our students are active in the community, using their Spalding education to make the world better. We are a diverse community with a core commitment to inclusion, and we value our students, faculty and staff from all walks of life. Campus Safety officers and staff are committed to providing a safe and welcoming environment on our campus.

The Annual Security Report (ASR) and Fire Safety Report provide information about services, security programs and services, fire safety, and evacuation procedures at Spalding University. Included in these reports are statistics of campus crimes and fire related incidents for the preceding three calendar years that have occurred within the campus jurisdiction, as well as those received from local police for the public areas immediately adjacent to the campus.

We look forward to working with you in creating and maintaining an environment that is free of threats to safety and security, while enhancing the living, learning and working communities within and around our campus.

**FOR ASSISTANCE, OR IN CASE OF AN
EMERGENCY CALL:
CAMPUS SAFETY
502-873-4444 or
4444 FROM ANY CAMPUS PHONE
24 HOURS A DAY,
7 DAYS A WEEK**

Campus Safety

Campus Safety is the department primarily responsible for developing services, programs, and strategies for maintaining a reasonably safe campus for the Spalding University community.

In order to meet this goal, the department focuses primarily on four functions:

- First, is forging a strong partnership with the community. We recognize that we provide services with consent from our community, and support the idea that all relationships require constant nurturing. We are committed to the philosophy of community-oriented public safety and problem solving which we carry out through communication with various student organizations, on-campus residents, athletic teams, and administrative offices.
- Second, we focus on the emergency management function, which requires a comprehensive approach to preventing, preparing for, responding to, and recovering from emergency situations. The University proactively plans for emergencies, and these efforts are led by the Director of Campus Safety.
- Third, we leverage security-related technology to support our safety and security efforts. The University utilizes several different systems, including swipe card access to many buildings on campus, surveillance cameras, two-way radios, emergency call boxes, integrated alarm monitoring, and mass alert and emergency notification systems for communication of important, timely information.
- Finally, the department is charged with the enforcement of University policies and state and local laws. This function is essential to maintaining a safe campus environment that allows our educational mission to occur without disruption.

Campus Safety offers a comprehensive safety and security program, maintaining a twenty-four-hour, seven day a week Command Center with dispatch capabilities. We provide security officer escorts to and between campus buildings, and make walking and vehicular patrols in order to enhance response time to incidents. The department is dedicated to maintaining a safe and orderly campus and complying with all federal mandates and regulations.

Our annual Security Report (ASR) and the Annual Fire Safety report is posted on the *Student Consumer Information* page of the Spalding University website:

<https://spalding.edu/consumer-information/>

Our emergency procedures are posted on the Spalding portal, and additional health and safety information is available on the *Student Consumer Information* page of the Spalding University website: <https://spalding.edu/consumer-information/>

We encourage current and prospective students and their families with questions about safety and security to contact:

Ron Allgood, Director of Campus Safety

rallgood@spalding.edu

502-873-4239

Mission Statement

Campus Safety is dedicated to creating and maintaining a safe and secure campus for its students, faculty, staff, and visitors. Our officers will serve and protect the university with compassion and professionalism, collaborating with members of the Spalding community to provide a supportive environment for the benefit of everyone's growth and development.

Working Relationships with State and Local Law Enforcement Agencies

Campus Safety works closely with the Louisville Metro Police Department (LMPD), as well as with the Kentucky State Police (KSP). In addition to sharing critical information, Campus Safety has immediate contact with the MetroSafe 911 Call Center for dispatching LMPD officers, fire department, emergency medical help and other first responders for aid and support. Campus Safety assists local and federal law enforcement agencies when they are investigating a report that may involve a University student or employee. Assistance is also provided to agencies regarding incidents not related to the Spalding community.

Campus Safety has no arrest authority, law enforcement, or police powers. Campus Safety attends to general campus safety and security concerns and enforces University policies regarding alcohol, the use of controlled substances, weapons and other policies and procedures relating to the health and general wellbeing of our campus community. Officers have the responsibility for enforcing University policies and regulations and for reporting crime violations to local and state authorities.

Reporting Incidents, Accidents and Other Emergencies

Incidents, accidents, emergencies and concerns should be reported to Campus Safety by dialing 502-873-4444. Individuals also may report concerns in person at the [Campus Safety Office](#), 318 W. Breckenridge St., next to Teilhard Hall.



Anonymous Reporting of Incidents and Other Concerns

Spalding University endeavors to create an environment where all members of our learning community behave with respect, courtesy, and compassion toward one another and the campus as a whole.

Some people will not voluntarily come forward to report when another person has harmed them due to fear, misdirected loyalty or confusion about their role in an incident. Other individuals may exhibit behaviors that suggest the need for mental health intervention, or be engaging in behaviors that are self-harming, but not a violation of any clear rules.

Individuals may anonymously report incidents or concerns online using our Intervention/Incident Report system. This report is intended as a means to address these needs for intervention with any member of our campus community. Once completed and submitted, this form alerts the Dean of Students to the need for intervention and action.

To file an online Intervention/Incident Report, click the following link:

<http://edu.4civility.com/frontpage/spalding.cfm>

If a student, faculty or staff member is aware of behaviors/conditions that may be harmful to themselves or others, they may also contact the Dean of Students at 502-873-4426.

With this information, the university can keep accurate records of the number of incidents involving students, determine where there may be a pattern of crime with regard to a particular location, method, or assailant, and alert the university community of potential danger when necessary. Reports filed in this manner are counted and disclosed in the annual crime statistics for the university.

Timely Warning Notices

Campus Crime/Safety Alerts

To help prevent crimes or serious incidents, Campus Safety, in conjunction with other departments on campus, may issue an Alert to notify community members about certain crimes or safety concerns in and around our campus, including weather-related delays or closures. Members of the community who know of a crime or other serious incident should report that incident immediately to Campus Safety.

Omnilert® Mass Alert System

The Omnilert® Mass Alert System allows authorized Spalding officials to send news and information to community members through landline and cell phones, text messaging, e-mail and social networking sites within moments of a critical incident, or to advise the campus community of a potential threat. The purpose of these messages is to alert, inform, and reassure the community during emergencies and prevent dangerous situations through information dissemination. Community members are encouraged to learn more and sign up for alerts by visiting

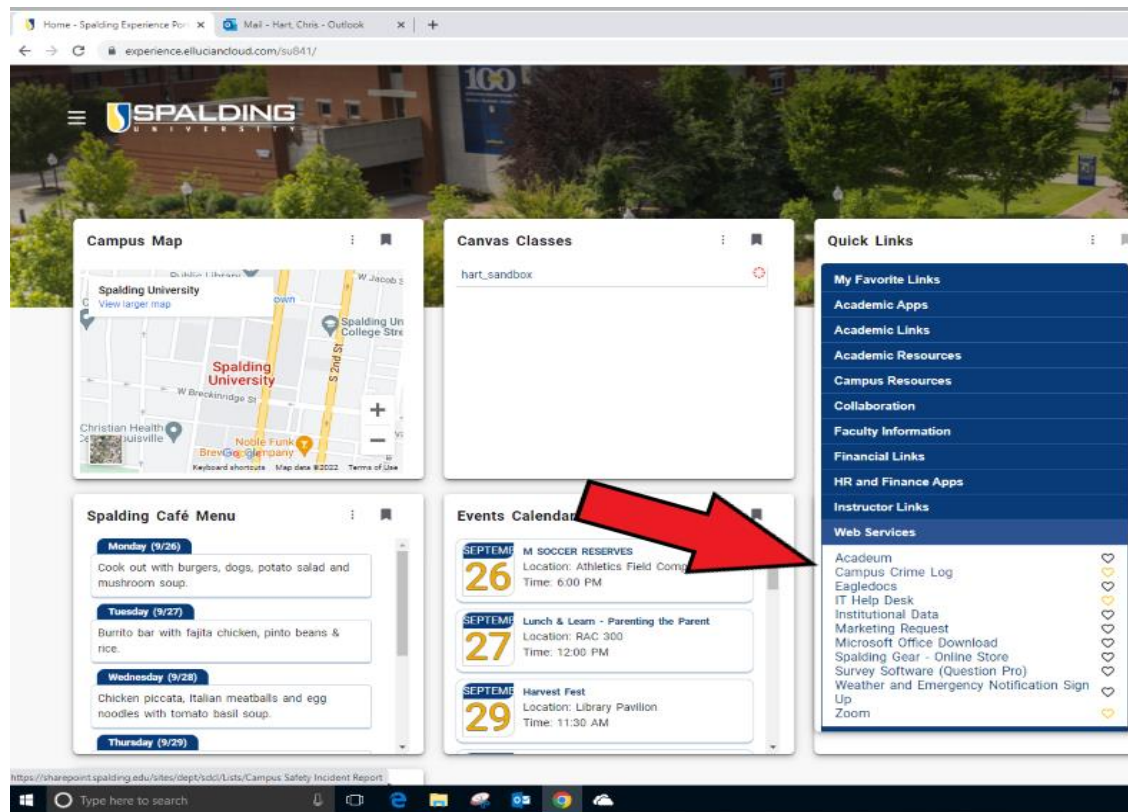
<https://spalding.omnilert.net/subscriber.php>

Crime Log

Campus Safety maintains a Crime Log that records by the date reported crimes or incidents that occur on campus, in a non-campus building or property, on public property, or within the department's patrol jurisdiction. Campus Safety posts reported crimes/incidents in the Crime Log within two business days of receiving a report and reserves the right to exclude reports from the log in certain circumstances so as to protect confidential information of those reporting or if an investigation requires such exclusion.

Crime Log entries include the nature, date/time, and location of each crime/incident reported to the department, as well as the disposition of the complaint. Campus Safety posts reported crimes/incidents in the Crime

The Campus Safety Crime Log is available to employees and students through the Spalding Portal:



A link to the Campus Safety Crime Log is also available on the Consumer Information page of the Spalding University website:

<https://spalding.edu/consumer-information/>

Emergency Preparedness

Spalding University is prepared to respond to incidents, medical emergencies and other situations. In conjunction with local first responders, The Director of Campus Safety, Dean of Students, Director of Residence Life, Director of Facilities and representatives from other campus departments work together to ensure our emergency protocols and plans are updated as needed, and are appropriate as risks are identified. This team also develops new initiatives and programs in collaboration with other administrative and academic departments to increase safety and emergency response on campus.

Education and Awareness

Preventing Crime Through Collaboration and Cooperation

Crime prevention is a top priority of the Campus Safety department. Together with other campus offices, Campus Safety provides programs to enhance personal safety, teach proactive crime-reduction strategies, and help community members develop individual safety plans, which contributes to a healthy community.

Campus Safety's crime prevention strategy rests on a multilayered foundation of a proactive, area patrols of the campus, crime prevention education and training, and building and area security surveys. This approach relies on the dual concepts of eliminating or minimizing criminal opportunities.

The Director of Campus Safety, Dean of Students and the Senior Director of Health and Wellness are available to assist any individual, student organization or department in planning, presenting, and coordinating programs of interest or concern.

Spalding has partnered with SafeColleges® to provide free online training modules to student on various topics including Title IX, Intimate Partner Violence, Sexual Violence Awareness, Drug Awareness and Abuse and Alcohol Awareness.

The SafeColleges® Training System is a comprehensive, web-based training management platform that delivers engaging compliance and prevention training for students, faculty, and staff. Spalding uses SafeColleges® to provide mandatory training to incoming students, enhance training for roles such as Resident Assistants, student leaders and organizations for whom focused training may be beneficial. Faculty and staff may incorporate SafeColleges® modules into their courses, and in working with students participating in clinicals or fieldwork, service projects and community engagement activities. A list of the online training modules currently available to students is referenced below.

SafeColleges® Training Modules

Campus Life

- Active Shooter Preparedness for Students
- Active Shooter: Run, Hide Fight for Students
- Alcohol Awareness for Students
- Bystander Interventions for Students
- Campus Fire Safety
- Creating a Respectful Campus for LGBTQ+ Students
- Cybersecurity Overview for Students
- Diversity Awareness for Students

Drug Awareness and Abuse
Email Messaging Safety
Health and Safety Awareness on Campus
Intimate Partner Violence (VAWA)
Password Security Basics for Students
Sensitivity Awareness for Students
Sexual Violence Awareness (Campus SaVE Act)
Study Skills
Time Management
Title IX Rights and Protections

Health

Bloodborne Pathogen Exposure Prevention
Coronavirus 101 - What You Need to Know
Coronavirus 102 - Preparing Your Household
Coronavirus 103 - Managing Stress and Anxiety

Human Resources

FERPA: Confidentiality of Records
HIPAA Overview

Policy

Peer Support Training
SafeColleges® Overview and Training for New Students

Social and Behavioral

Communication Styles and Skills
Sexual Violence Prevention for Students
Stress Management
Student Mental Health

Emergency Blue Light Call Boxes

Two-way call boxes are located throughout campus to allow an individual in need of assistance to speak directly with a member of the Campus Safety department. When activated, the system alerts Campus Safety to the activation and location for immediate response. The locations of the emergency call boxes are designated on the Campus Map and in the following locations:

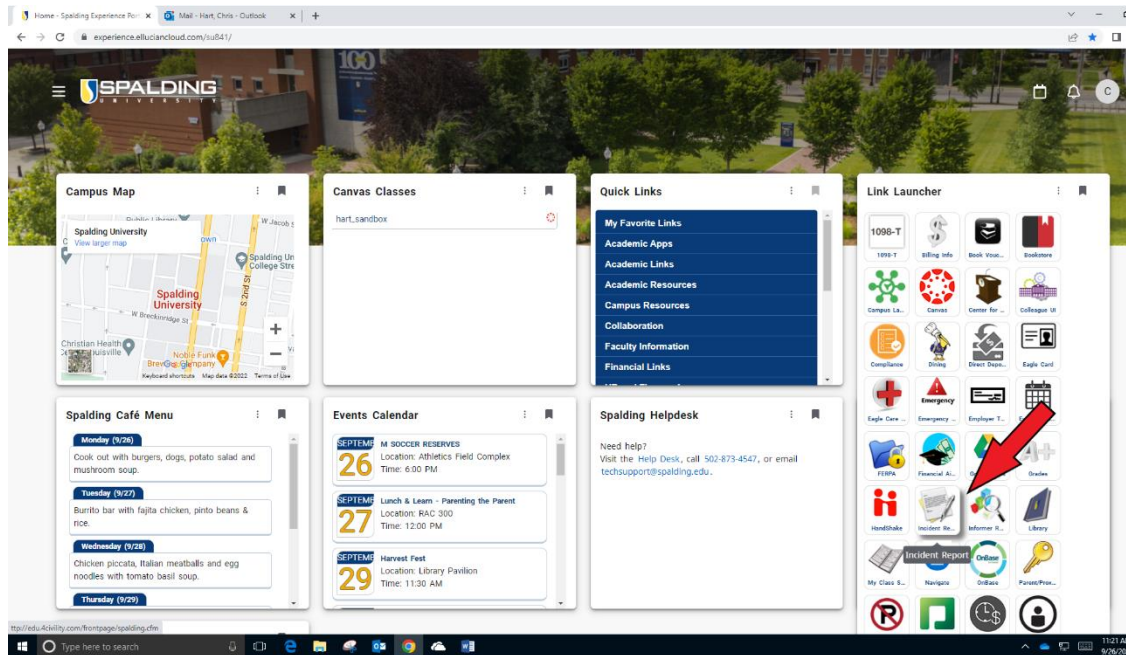
- Mansion Complex parking lot, across from the Columbia Gym building
- Morrison Hall South residence hall parking lot, adjacent to Memorial Park
- Third Street Academic Center parking lot, near alley
- Kosair Charities College of Health and Natural Sciences parking lot, near building's south entrance
- Republic Bank Academic Center parking lot, adjacent to Trager Park
- Spalding Suites residence hall, outside building entrance

Safety Escort Program

Campus Safety provides a Safety Escort Program for members of the Spalding community. If you are concerned about your safety as you walk through campus, call 502-873-4444 or 4444 from a campus phone, and an officer will be dispatched to escort you to your destination.

Incident Reporting

Students, employees and guests may file an Incident Report through the Spalding Portal. Click “Incident Report” in the Link Launcher section. Once filed, an email notification is sent to the Director of Campus Safety and the Dean of Students.



Alcohol and Drugs

Spalding University policy prohibits the unlawful possession, use, or distribution of alcohol, illegal drugs and controlled substances by any member of the University community. All community members are expected to fulfill their obligations and responsibilities pursuant to Spalding University policy as well as federal, state, and local laws. Disciplinary action imposed by the University may be in addition to any criminal penalties.

Alcohol Policy

Students at Spalding are expected to be acquainted with and abide by state laws and University regulations regarding alcohol and drugs and to be aware of the social, physiological, and psychological consequences of excessive drinking in order to make responsible and informed decisions about the serving and consumption of alcohol. The University provides regular educational programs on alcohol and drug abuse as well as counseling services. The University alcoholic beverage policy is designed to be consistent with the laws of the state of Kentucky, which, in general, prohibit the possession, consumption, and serving of alcoholic beverages by and to persons less than 21 years of age. If you have questions or concerns, contact the Dean of Students at 502-873-4426 or egray@spalding.edu

Drug Policy

Spalding University does not condone the possession, use, manufacture, or distribution of illegal substances or drug paraphernalia of any kind in any amount. Students in violation of this policy may be jeopardizing their own wellbeing as well as the wellbeing of the University community. Among those violations considered to be most serious are the manufacture, sale, or distribution of illegal drugs; any involvement in illegal drug use or traffic with minors, particularly from the local area; and possession or use of the more dangerous, or highly addictive drugs. If you have questions or concerns, contact the Dean of Students at 502-873-4426 or egray@spalding.edu

Missing Student Notification and Response

This section applies to students residing in any university housing.

1. Students, employees, or other individuals should report that a student has been missing for 24 hours to Campus Safety or to the appropriate Residence Life staff member (i.e., Residence Life Coordinator or Resident Assistant). Any official missing student report will be referred to the Dean of Students.
2. Each student is asked to identify an emergency contact person at the time of application. If the Dean of Students is informed that a student may be missing and cannot contact the student within 24 hours, then he/she will contact the listed emergency contact for that student to:
 - a.) Determine the student's whereabouts or
 - b.) Inform the emergency contact that the student is missing.
 - c.) Contact information will be kept and maintained confidentially. It will be accessible only to authorized campus personnel, and it may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

If a student under 18 is reported to the Dean of Students to be missing, the University must notify a custodial parent or guardian, in addition to any contact person designated by the student, within 24 hours. Whether or not a student names a contact person, the University will notify the appropriate local law enforcement agency that the student is missing within 24 hours.

Preventing and Responding to Sexual Assault

Spalding University is committed to creating and maintaining a community in which students, faculty, and staff can work and study in an atmosphere free from all forms of harassment, exploitation, or intimidation.

Sexual Misconduct, Harassment and Assault

Sexual misconduct refers to any non-consensual conduct of a sexual nature, encompassing a broad range of behavior from verbal harassment to sexual assault. It may include, but is not limited to, inappropriate or overtly suggestive remarks which would be inclined to cause offense to a reasonable person, non-consensual touching of intimate body parts, non-consensual touching of the clothing covering intimate body parts, photographing others in a sexually suggestive manner.

Use of alcohol or drugs shall not diminish one's responsibility to obtain consent.

Specific Conduct Prohibited by this Section Includes but is Not Limited to:

- Engaging in sexually abusive contact.
- Engaging in sexual harassment.
- Engaging in sexual exploitation.
- Transmitting, recording or photographing the image or voice of another person without that person's knowledge or consent. This policy includes recording/photographing while in an environment that is considered private or where there is an expectation of privacy, such as a locker room, residence or bathroom.
- Deliberate constraint, detainment or incapacitation of another, without that person's explicit knowledge or consent.
- Intentionally or recklessly stalking another person.

Title IX

Title IX is a federal law that prohibits all schools, colleges and universities receiving federal funds from engaging in discrimination on the basis of sex. Discrimination under Title IX ranges from individuals being treated differently due to their sex to hostile educational environment created by sexual harassment or assault. Spalding's Title IX Coordinator oversees all aspects of compliance with Title IX policies and procedures detailed below.

You may contact the **Title IX Coordinator** at 502-873-4488 or at rhudson@spalding.edu

Mandated Reporters

In keeping with the university's commitment to fostering a safe and compassionate environment the following positions have been designated as mandated reporters and are required to report any and all allegations of sexual misconduct, harassment or assault to the Title IX Coordinator.

- All Faculty
- All Dean, Chairs or Program Directors
- All Coaches and Coaching Staff
- All Staff
- All Administrators

Employees with a legal obligation or privilege of confidentiality (including health care providers, counselors, lawyers, and their associated staff) are not considered Mandated Reporters and are not required to report when the information is learned in the course of a confidential communication.

This also means that the employee seeking the exemption is employed by the University for that specific purpose and was acting in that capacity when the confidential disclosure was made e.g., a social worker or psychologist teaching a class is in the role of professor for the student and NOT in the role of the student's therapist regardless of certifications or licenses held. If the information is not learned in the course of confidential communication context such as counseling or the provision of direct healthcare (for example, during an academic advising appointment or classroom discussion) then the employee has the same obligation as a Mandated Reporter.

Every member of the University community should be aware that the University does not tolerate sexual assault and harassment and that such behavior is prohibited both by federal and state law and by University policy. Spalding University will take whatever action may be needed to prevent, correct, and, if necessary, discipline and/or prosecute behavior that violates this policy and the law. All forms of sexual assault and all attempts to commit such acts are regarded as serious offenses that are likely to result in suspension, required withdrawal, expulsion, or termination. Prosecution may take place in accordance with Kentucky criminal law, independent of University actions.

For further information about the Spalding University stance on sexual assault or sexual harassment, contact the **Title IX Coordinator** at 502- 873-4488 or rhudson@spalding.edu

Response to Sexual Harassment, Sexual Assault, Dating/Domestic Violence and Stalking

Philosophy

Sexual assault is a serious violent crime. It is a crime of hostility and aggression, as well as a violation of human dignity. Sexual assault is also a very sensitive crime which is unique in its physical and mental impact upon the victim. When it occurs at Spalding University, it is also a flagrant violation of University policy, standards of the learning community and the honor code.

The Spalding University learning community is based on compassion and expects its members to treat other persons with respect and dignity. The university will not tolerate any form of sexual assault or sexual misconduct.

Sexual activity of any kind should be explicitly agreed upon by all parties involved BEFORE moving forward with the activity. Consent is defined as informed, freely and actively given, mutually understandable words or communication. A person has the right AT ANY TIME during the sexual encounter to say "no" to sexual activity and trust that it will be respected and the activity ceased. Verbal communications of non-consent, nonverbal acts of resistance or rejection, or mental incapacitation of the victim due to any cause including the victim's use of alcohol or drugs constitute a lack of consent.

The same holds whether the assailant is a stranger, an acquaintance or a friend/dating partner. The use of alcohol or drugs will not be accepted as an explanation for the actions of any person charged with the violation of this policy. In addition, the use of alcohol or other mind-altering substances by either party does not have to be known by both parties for the offense to be considered sexual assault or sexual misconduct.

Wanton, unacceptable conduct will be addressed severely for the good of the students and the academic community.

Students who violate this policy will be disciplined under the University's Honor Code and may be prosecuted under Kentucky's criminal statutes. Whether or not a criminal prosecution occurs, Spalding retains the right to proceed with disciplinary action at any time, and the University need not await the dispensation of any such criminal prosecution. Appropriate disciplinary action may include counseling, educational sanctions, disciplinary probation, suspension, expulsion, and referral to the proper law enforcement authorities for prosecution.

Emotional Trauma

Emotional Trauma can be severe after a sexual assault or misconduct. The violation, loss of trust, and loss of control can have a serious long-term impact. It is not unusual for a person to withdraw, feel guilty or distrustful. However, there are many people who understand and places where support is available while one is recovering. The Student Counseling and Psychological Services (CaPS) is the best on-campus resource for students.

Medical Attention

Medical attention is critical. Even if the victim ultimately decides not to report the assault, it is still very important to seek immediate medical attention for possible internal injuries or sexually transmitted diseases. Also, the collection of medical evidence becomes critical in the event of prosecution. Therefore, it is important to seek medical attention promptly and to refrain from:

- Taking a shower or washing any part of the body;
- Douching;
- Brushing teeth;
- Drinking liquids;
- Changing clothes or changing sheets before seeking medical help; and
- Putting anything in the mouth (gum, cigarettes, mints)

The University of Louisville Hospital is located near campus and provides a Sexual Assault Response Team of medical professionals:

University of Louisville Hospital
530 S. Jackson St.
Louisville, KY 40202

At the Emergency Room, the doctor will collect hair samples, semen samples, and other evidence, including clothing. A victim should bring a change of clothing to wear home. The police will be contacted to take possession of the samples until the victim decides whether or not to press charges.

Counseling

Counseling is a very important step in helping someone who has been sexually assaulted regain control of his/her life. Sexual assault is an extremely traumatic experience that needs professional attention. The University urges students involved in a sexual assault to meet with a counselor. Among other things, counselors can help victims decide what further steps may be taken following an assault.

Two resources for counseling are the Student Counseling and Psychological Services (CaPS) Center and the Center for Women and Families:

Counseling and Psychological Services (CaPS) Center

502-873-4458
Mansion West, lower level
851 S 4th St.

caps@spalding.edu

<https://spalding.sharepoint.com/sites/SDCL/SitePages/Counseling-and-Psychological-Services.aspx>

Center for Women and Families

927 S. 2nd St.

<https://www.thecenteronline.org>

844-237-2331

Note to Friends, Faculty, and Staff: If someone who has been sexually assaulted comes to you, encourage the person to report the incident, seek medical attention, and pursue counseling. If the victim will not report the offense, anyone with knowledge of the assault may inform the Dean of Students and/or the Student Counseling and Psychological Services (CaPS) Center that a sexual assault has occurred.

Educational Programs

To foster awareness of sex offenses, unhealthy relationships, and victims' options, and to promote responsible behavior, Spalding University offers educational sessions through Student Development & Campus Life comprised of representative from the following areas: Campus Safety, Residence Life, Counseling Services and the Dean of Students Office. These programs are offered to Spalding University students, faculty, and staff on an ongoing basis. Additional programs are offered specifically to residential students.

Sexual Harassment Policy

Sexual harassment will not be tolerated in the University community. It subverts the mission of the University and threatens the well-being, educational experiences, and careers of students, faculty, and staff. It is especially threatening in the context of a teacher-student or supervisor-supervisee relationship, in that it can exploit the power inherent in the position of teacher or supervisor regarding grades, recommendations and success in a program. Any member of the student body of the University who believes that he or she has been or is being subjected to sexual harassment should consult with the Dean of Students/Title IX Coordinator.

Sexual Harassment and Assault Procedures

To learn more about the process for reporting an incident of sexual misconduct please visit the [Spalding University Title IX page](#).

Confidentiality

Sexual harassment is a matter of grave concern for both the complainant and the accused; therefore, all procedures designed to deal with sexual harassment should be handled with the utmost sensitivity. All mediations/resolution procedures, as well as formal grievance procedures, shall be held in strict confidence to reasonably insure the privacy of all parties concerned (complainant, accused, and witnesses, if any) and to offer as much protection of the careers and reputations of the parties involved as possible.

Retaliation

Students are encouraged to report incidents sexual misconduct, harassment or assault. Any member of the University community who attempts to interfere, restrain, coerce, discriminate against, or harass (whether overtly or covertly) any individual responsibly pursuing a complaint of sexual misconduct, harassment or assault will be subject to prompt and appropriate disciplinary action through the appropriate policy e.g., Honor Code, Faculty Handbook, Staff Handbook.

False and Malicious Charges

The use of this policy for false or malicious purposes is strictly prohibited. Any student who exercises bad faith and brings a false, malicious charge of sexual harassment against another member of the University community will be subject to appropriate disciplinary action.

Dissemination of Policy

It is the responsibility of the Director of Human Resources to distribute the sexual harassment policy to all employees within their respective areas. The Title IX Coordinator will make the policy available to all students as may be appropriate during orientation and registration periods.

Definitions

Sexual Harassment

Sexual harassment is unwelcome conduct of a sexual nature. It includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature.

Sexual violence is a form of sexual harassment. Sexual violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Title IX also prohibits gender-based harassment, which is unwelcome conduct based on a student's sex, harassing conduct based on a student's failure to conform to sex stereotypes.

Sex-based harassment can be carried out by school employees, other students, and third parties. All students can experience sex-based harassment, including male and female students, LGBT students, students with disabilities, and students of different races, national origins, and ages. Title IX protects all students from sex-based harassment, regardless of the sex of the parties, including when they are members of the same sex.

Sex-based harassment creates a hostile environment if the conduct is sufficiently serious that it denies or limits a student's ability to participate in or benefit from the school's program. When a school knows or reasonably should know of possible sex-based harassment, it must take immediate and appropriate steps to investigate or otherwise determine what occurred. If an investigation reveals that the harassment created a hostile environment, the school must take prompt and effective steps reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and, as appropriate, remedy its effects.

Sexual Assault

Sexual Assault: An offense that meets the definition of rape, fondling, incest or statutory rape as used in the Federal Bureau of Investigation Uniform Crime Reporting system. A sex offense is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

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

Domestic Violence/Dating Violence/Stalking

Domestic Violence: Felony or misdemeanor crimes of violence committed: (i) by a current or former spouse or intimate partner of the victim; (ii) by a person with whom the victim shares a child in common; (iii) by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; (iv) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or (v) by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence: Violence committed by a person (1) who is or has been in a social relationship of a romantic or intimate nature with the victim and (2) the existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating Violence does not include acts covered under the definition of domestic violence.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: (i) fear for the person's safety or the safety of others; or (ii) suffer substantial emotional distress. (2) For the purposes of this definition- (i) course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property. (ii) Substantial emotional distress means significant mental suffering or anguish that may, but may not necessarily, require medical or other professional treatment or counseling. (iii) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Reporting a Sexual Assault

Campus Safety

502-873-4444

security@spalding.edu

Louisville Metro Police Department (LMPD) - Fourth Division

1340 S. 4th St.

Louisville, KY 40208

502-574-7010

Anyone who believes they have been victims of sexual violence, assault, harassment, domestic/dating violence or stalking is encouraged to contact The Center for Women and Families for information about local medical, legal, advocacy, counseling and other resources and support.

Center for Women and Families

927 S. 2nd St

Louisville, KY 40203

<https://www.thecenteronline.org>

844-237-2331

Students may contact Spalding University's Counseling and Psychological Services (CaPS) Center for free, confidential counseling and information:

Student Counseling and Psychological Services (CaPS) Center

Mansion West, lower level

851 S. 4th St.

502-873-4458

caps@spalding.edu

<https://spalding.sharepoint.Counseling-and-Psychological-Services>

Grievance Procedures

If you are currently, or are actively attempting to, participate in the educational programs or activities of the university and believe that you have experienced sexual harassment, sexual assault, domestic/dating violence or stalking then you may file a complaint and request an investigation under Title IX regulations. Supportive measures such as counseling, extensions of academic deadlines, modifications to work or class schedules, mutual restrictions on contact between parties, changes of housing assignments, campus escort services or other measures to protect the safety and educational environment for all parties will be offered.

Respondents presenting immediate physical threat or safety risk to students, faculty or staff, as determined by the campus Behavioral Intervention Team, may be removed from educational programs or activities pending a formal investigation. Student respondents may challenge emergency removal decisions. If the respondent is an employee, they may be placed on administrative leave for the duration of the investigation.

A formal complaint may be filed with Campus Safety, Title IX Coordinator, Dean of Students, or Executive Director of Human Resources.

Campus Safety

502-873-4444

security@spalding.edu

Title IX Coordinator

502-873-4488

rhudson@spalding.edu

Dean of Students

502-873-4426

egrays@spalding.edu

Executive Director of Human Resources

502-873-4345

hr@spalding.edu

Other University officials may assist the student in notifying the appropriate agency in the applicable jurisdiction. Students may also contact local law enforcement agencies.

Once a formal complaint is filed and an investigation is requested, the Title IX Coordinator will determine if the following criteria are met:

- The incident/incidents violate any of the policies prohibiting sexual harassment, sexual assault, domestic/dating violence and/or stalking as described above.
- The incident/incidents occurred on campus, on property that is owned or controlled by the university or an officially recognized student organization or during an educational program, activity or event sponsored by the university that took place off campus but within the United States.
- The individual(s) believed to have violated the policy (the respondent) is a current student, faculty, staff or other individual over whom the university has some level of administrative authority.

The Title IX Coordinator may need to meet directly with a complainant to assess if a case meets criteria under Title IX. Incidents that do not meet these specific criteria will be dismissed from further Title IX investigation by the Title IX Coordinator. The incidents may still be considered violations of other university policies (Student Honor Code, human resource policies etc.) and may be investigated and sanctioned under those policies at the discretion of the Dean of Students or Director of Human Resources.

Supportive measures such as counseling, referrals to the Center for Women and Families, revocation of visitor privileges, persona non grata orders or other means of support may be offered to the complainant regardless of any determination to dismiss a case as a Title IX investigation.

Opportunity for Informal Resolution

The Title IX Coordinator may invite the complainant to explore possible informal processes if they determine that circumstances are appropriate for such a process. The use of any informal process would require voluntary, informed consent by all parties with clear communication of what an informal process would entail. The complainant may request an informal process at any time before a final determination is made by the Hearing Panel and all parties retain the right to end an informal process at any time before a final determination and resume a formal process.

Investigation

If Title IX criteria are met, then the Title IX Coordinator will assign the appropriate investigator who will contact you (the complainant) within approximately 72 hours to begin the investigation. If the Title IX Coordinator, in conjunction with the investigator, determines that the criteria for a Title IX case have been met then the investigation will move forward under Title IX regulations. The complainant and respondent(s) will be notified in writing of the determination for a formal Title IX investigation to move forward. This notification will include the relevant grievance procedures, detailed allegations, information regarding advisors, the inspection of evidence and a statement of the presumption that a respondent is not responsible unless determined to be by a hearing panel.

All parties have the right to select an advisor of their choice who may be present during all phases of the investigation including interviews, meetings and to conduct cross examination during hearings. Advisors are not required during the investigation but are highly encouraged.

The investigation will include interviews with the complainant, the respondent(s), any witnesses named by either the complainant or respondent or any other individuals who may have information relevant to the investigation. The investigation phase will typically take several weeks to complete depending upon the number of witnesses involved, the availability of witnesses to meet, the timing of the report and other mitigating factors. During this phase the investigator will also be collecting evidence in the form of surveillance video footage, keycard access records, visitor logs, class attendance records or other information/documentation that is relevant to determining if policies may have been violated. The investigator may request copies of relevant text messages, e-mails, social media posts or other documentation from the complainant, respondent or witnesses as part of this phase of the investigation. The complainant and respondent have the right to seek evidence during the investigation phase and the university will not set restrictions on either party discussing the case or gathering evidence.

At such a time as the investigator has collected all relevant information and evidence about the incident they will generate a comprehensive report and inform both the complainant and respondent of the availability of this report for review a minimum of 10 days before it is finalized. The complainant and respondent may review the report and all evidence and submit any responses to the report in writing. Written responses will become part of the finalized report. All parties will receive a copy of the finalized report a minimum of 10 days before the scheduled hearing.

Hearing

All formal complaints that meet Title IX criteria will be resolved through a live hearing before the Title IX Hearing Panel. The Title IX Hearing Panel is made up of a Panel Chair and members of the faculty and staff trained to serve on the panel. Hearings will be scheduled a minimum of 10 days following the finalization of the investigation report. All parties and witnesses must attend the scheduled hearing and submit to live, advisor-led cross examination. If any party chose not to have an advisor during the investigation, then an advisor must be chosen to conduct cross examination on that party's behalf during the hearing. The university will provide an advisor for the hearing if one has not been previously selected by the party. Either party may request separate rooms and the use live video interface or similar means of participating in the hearing so long as the parties are able to clearly hear and see one another. The statements of any party or witness will be excluded from consideration if they are absent from the hearing.

All parties present at the hearing will have equal opportunity to present any eyewitnesses, fact or expert witnesses and any inculpatory or exculpatory evidence collected by any source. Through their advisors, all parties will have the right to cross examine the other party, including the credibility or accuracy of all witnesses or any evidence presented. All questions must be cleared by the Hearing Administrator after being posed and the Administrator may exclude questions as irrelevant with their rationale becoming part of the formal hearing record. Any questions pertaining to the complainant's sexual disposition or past sexual behavior will be considered irrelevant unless specifically allowed by the Hearing Administrator due to determined relevance to the hearing.

When all evidence has been presented and both parties provided the opportunity to cross examine witnesses and evidence the hearing will end and the Title IX Hearing Panel will meet privately for deliberation. After deliberation and discussion, the Panel Chair will call for a simple majority vote to determine if the evidence presented in the hearing meets the Preponderance of Evidence standard of proof that the respondent was responsible for violating policies relating to Sexual Harassment, Assault, Domestic/Dating Violence or Stalking. If the panel determines that policy was not violated by the respondent then the work of the panel is completed and it will be dismissed by the Panel Chair. If the panel determines that the respondent was responsible for violating the policy then it will begin deliberation of sanctions.

Sanctions

Sanctions will be determined by a majority vote of the Hearing Panel and multiple sanctions may be imposed for any single finding of policy violation based on the rationale of the panel. The panel may vote to impose any combination of the following sanctions:

- **Formal Reprimand:** Notice of violation of specified policies and warning that further such conduct may result in a more severe disciplinary action. This reprimand will become part of the respondent's student or employee record.
- **Conduct Restrictions:** Limiting of certain privileges for a designated period of time. This may include but is not limited to the following: status and participation in any and all organized University activities; restriction of use of university facilities, services and resources; or restriction of contact with specific students, faculty and staff.
- **Conduct Probation:** Imposition of conditions or restrictions on the individual(s) involved, with warning of more severe action if further infractions occur (or if probation is violated).

- **Fines:** Monetary fines may be imposed including, but not limited to, incurring the cost of any mandated education or counseling the panel may require.
- **Restitution:** Compensation for loss or damage incurred by the complainant or university as part of the policy violation.
- **Disciplinary Work or Duty Assignments:** Work hours may be assigned in which the respondent engages in work benefiting the University or broader community. Failure to complete work assignment sanctions in the time allotted will be considered violation of probation and may result in further charges and sanctions.
- **Mandated Developmental Education:** Rehabilitative educational experiences may be ordered that include, but are not limited to, attending relevant workshops/trainings determined to provide needed education on the area of concern, individual or group counseling related to the issues of concern or other mandated training, education or experiences. The individual may be required to incur any cost of such a mandated educational experience if it is part of formal sanction.
- **Facility Suspension:** This sanction requires the respondent to maintain absence from designated university buildings or properties for a specific period of time or under clearly delineated conditions. In the case of an individual residing on campus this would require that they terminate occupancy of on-campus residence for a specified period of time. Individuals may be suspended from specific locations within campus buildings such as locker rooms, fitness centers, common areas or other locations determined by the panel.
- **Facility Expulsion:** Facility Expulsion is a permanent separation of an individual from a location or locations on campus. The individual is permanently banned from being present in the designated location or locations. An individual expelled from the residence hall would not retain visitation rights.
- **University Suspension:** University Suspension is the denial of enrollment, employment, attendance, and other privileges at the University for a given period of time; permission to reapply for admission/employment at the end of the period may be granted with or without qualifications. Individuals who are suspended are considered Persona Non Grata and may not be present on campus or at any campus events or programs either on or off campus for the duration of the suspension unless attending a mandated meeting, counseling or educational program as part of other sanctions.
- **University Expulsion/Termination:** University Expulsion/Termination is permanent immediate dismissal and ongoing exclusion from the University learning community. Individuals who are expelled/terminated are considered Persona Non Grata and may not be present on campus or at any campus events or programs either on or off campus. Students who have been expelled are not eligible for readmission. In such a case as a student is expelled before matriculation then their admission is considered to be revoked.
- **Withholding Degree:** The University may withhold awarding a degree otherwise earned until the completion of a Title IX process, including the completion of all sanctions imposed, if any.

The Hearing Panel Chair will communicate the determination of the panel, along with any sanctions, in writing to both parties simultaneously. The written notification will include a summary of allegations, a summary of all procedural steps taken, a summary of the facts used to make the determination, a determination for each allegation along the rationale for that determination, all sanctions associated with specific allegations for which the respondent was found responsible and a summary of permissible bases and procedures for appeal by both parties

Appeal

Either party may request an appeal in writing based on any of the following;

- A procedural irregularity that is believed to have affected the outcome of the investigation or hearing;
- Newly discovered evidence that could affect the outcome of the matter; or
- A conflict of interest or bias by any of the Title IX personnel that affected the outcome of the matter.

The appeal may be made in regard to the dismissal of a complaint as not meeting Title IX criteria by the Title IX Coordinator, a determination made by the Hearing Panel or a dismissal of allegations made by the Hearing Panel.

Appeals will be shared with all parties, including investigators or Hearing Panel Chair as relevant, who have the right to make written response to the stated reasons for appeal. The appeal is then reviewed by the Title IX Appeal Panel which will determine if the appeal is founded or unfounded. If the appeal is determined to be unfounded then the determination of the Hearing Board or Title IX Coordinator is upheld, and all parties are informed in writing of the decision. If the appeal is founded, then the Appeal Panel will review all relevant materials and vote to either overturn or maintain the determination of the hearing panel for the some or all of the allegations. If a determination is overturned, then all sanctions associated with that allegation are dismissed. The Appeal Panel will notify all parties of their determinations in writing. The decisions of the Appeal Panel are final and no reviews or appeals beyond the Appeal Panel are available.

All documents will be maintained in the office of the Title IX Coordinator for seven (7) years. All training materials used for the training of investigators, hearing panel chairs and members and appeal panel members will be published to the university's website for seven (7) years.

Sexual Assault Prevention

Spalding University provides all incoming students with online sexual assault prevention training through its partnership with SafeColleges®. Emails are sent to each student's email account to provide specific directions for accessing this training.

Campus Sex Crimes Prevention Act

The Campus Sex Crimes Prevention Act is a federal law that provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, working or volunteering on campus. It amends Wetterling Act, the Higher Education Act, and the Family Education Rights and Privacy Act of 1974. This amendment requires institutions of higher education to issue a statement advising the campus community where to obtain law enforcement agency information provided by a state concerning registered sex offenders.

In Kentucky, information concerning registered sex offenders may be obtained online through the **Kentucky State Policy Sex Offender Registry**: <http://kspsor.state.ky.us/>.

You also may visit the Louisville Metro Police Department website for information regarding registered sex offenders in the Louisville area: <https://louisville-police.org/342/Sex-Offender-Information>

Violence or Academic Disruption

Violent, Threatening or Disruptive Behaviors

To ensure the safety and security of the learning community, Spalding University has implemented the following policy:

Threats and/or threatening behavior, or acts of violence by members of the community against staff members, faculty, students, visitors, or other individuals on University property or while in the conduct of University business off campus, are cause for removal from the environment and may result in activation of the Honor Code or other disciplinary action or behavioral intervention.

As outlined in the Honor Code, Student Handbook and University Catalog, threatening behavior may include, but is not limited to: hitting, shoving, sexual assault, attacks, stalking, verbal or nonverbal threats, vandalism, arson, and carrying/possessing a weapon or explosives of any type on campus (Kentucky state law requires that we allow weapons with proper permits to be kept in vehicles parked on university property). In addition, damage or destruction to University property may result in disciplinary action.

A member of the learning community who exhibits inappropriate or disruptive behavior that can be deemed threatening or potentially threatening may be subject to disciplinary action up to and including judicial action, suspension or expulsion. The individual may be required to undergo a psychological assessment or attend counseling as a condition of continued enrollment or may be involuntarily withdrawn from the university and required to undergo assessment/counseling as conditions of readmission. Failure to attend counseling may result in further disciplinary/behavioral intervention up to and including expulsion or dismissal from the university.

A report of threatening and/or violent behavior is disclosed only to those accepting the report in order to protect the reporting individual(s) from possible retaliation as well as the alleged offender. Information regarding such reports is only provided to individuals with a need to know and as required by courts and law enforcement agencies.

Reporting

Any member of the learning community who becomes aware of, or believes that he or she has witnessed an incident of violent or threatening behavior, or who is the recipient of threatening and/or violent behavior, should immediately report such incident(s) to Campus Safety or the Dean of Students. If the individual is an employee of the university the report should also go to the employee's supervisor, the supervisor's manager, or the Executive Director of Human Resources.

If the person reporting believes that someone may be in imminent danger or if the incident in question has resulted in anyone being physically harmed, the first call should be to 911 followed by contacting Campus Safety at 873-4444 or ext. 4444 from a campus phone.

Compassionate Action and Behavioral Intervention Policies and Procedures

Spalding University recognizes students may need support and assistance beyond academic concerns and has established policies and procedures for compassionate action on behalf of students. The Dean of Students acts as a primary contact regarding compassionate action policies and calls upon a multi-disciplinary group of campus professionals to aid students experiencing coping challenges, difficult life situations, severe medical/mental health issues, crisis, or other factors that may impact their ability to successfully persist as members of the Spalding Learning Community.

Compassionate action policies are used to assess and respond to students in situations where their behaviors either directly or indirectly threaten the safety of members of the campus community or where their circumstances may prevent them from persisting in their studies.

The following circumstances or situations may warrant the application of compassionate action:

- Interpersonal Conflict
- Behavioral Intervention
- Emergency Financial Assistance
- Medical Leave
- Threat Assessment

- Sexual Assault Response

Referring Students for Compassionate Action

The Office of the Dean of Students serves as the clearinghouse through which any member of the campus community can report concerns relating to student wellbeing or request individual outreach to a student. To make a referral to the Office of the Dean of Students, egray@spalding.edu or call 502-873-4426 or 4426,

Referrals are reviewed by the Compassion Action Team. Members of the CAT includes the Dean of Students, Director of Student Success, Director of Residence Life, Senior Director of Health and Wellness, and the Director of Accessibility Services and Learning Equity.

All members of the Spalding community designated as 'Mandated Reporters' under Title IX MUST report possible sexual assault, harassment, dating or partner violence, stalking, and related concerns

In the case of an immediate emergency, contact Emergency Services by calling 911 or Campus Safety at 873-4444 or 4444 from any campus phone.

Behavioral Intervention/Threat Assessment

In the role of Behavioral Intervention, the Dean of Students or designee investigates reports of students who are in distress, engaging in disruptive behaviors, demonstrating dysregulated thoughts or actions, or exhibiting potential threats of physical harm to self or others.

Role of the Dean of Students and the Behavioral Intervention Team

The Dean of Students maintains the wellness of students and safety of the community by preventing students with troubling behaviors from falling through the cracks of the institution. The office of the Dean of Students provides a campus-wide reporting mechanism through which student behaviors can be identified and reported early.

Utilizing the National Behavioral Intervention Team Association (NaBITA) Threat Assessment Tool, the Dean of Students and/or BIT determines the appropriate course of action to assure that all necessary follow up and documentation is conducted. Action plans utilize and make available a full range of support services including mental health, crisis management, and victim services. Some referrals may require immediate review and response, in which case the Dean of Students/BIT will respond as soon as reasonably possible

Behavioral Intervention encompasses a wide spectrum of student behaviors. These include but are not limited to the following:

- A student's behavior indicates acute personal distress e.g., crying in class, excessive absences, (includes written work or communications as well as online activities),
- Aggressive verbal or physical actions,
- Significant disruption to the community,
- A pattern of erratic, disruptive, disturbing, frightening or bizarre behavior (includes written work or communications as well as online activities).
- Alcohol, drug violations or other incidents that necessitate emergency intervention or hospital transport,
- Self-injurious behaviors/the expression of suicidal thoughts or attempts
- Actions which violate the Honor Code will be addressed as separate and distinct issues from Behavioral Intervention

The University endeavors to engage in caring response for the student's well-being and the well-being of the campus community. The Dean of Students or designee will assess all referrals for severity and take one of the following actions:

- Respond to the student and address the issue individually
- Consult with and/or assemble the Compassion Action Team (CAT) the members of which are trained in sophisticated behavioral intervention and threat assessment standards or relevant best practices
- Record the concern and take no formal action (rationale will be noted in record)

Ideally, the Dean of Students or designee is there to respond to the earliest signs of potential crisis rather than waiting for clear signs of impending threat and reacting.

The goals of the CAT and their Behavioral Intervention role are:

- To distinguish between students in need of support and those who require immediate intervention.
- To educate the university on identifying concerning student behaviors and/or incidents and where to report them.
- To receive, review, and respond, if appropriate, to reports of concerning student behaviors that help to develop an understanding of the baseline of functioning of the student.
- To centralize collection and assessment of various concerns about student behaviors that may be known to various students, faculty, staff, administrators or others.
- To empower a culture of reporting among faculty and staff so caring and intentional interventions can be orchestrated.

The CAT will balance the needs of the individual student with the needs of the community by providing a structured method to address behaviors while eliminating fragmented attention and response. One incident may not warrant review or intervention; but when placed in the context of other incidents or concerns a pattern may become apparent that indicates the need for intervention.

Annual Security Report (ASR) Crime Statistics

Campus Safety maintains a close relationship with Louisville Metro Police Department (LMPD) and the Louisville Fire Department (LFD) to ensure that the appropriate agency is notified of any crime or incident report that is made directly to them. Campus Safety will disclose any crime report made directly to any local law enforcement agency by a member of the campus community.

Campus Safety collects the crime statistics as noted in the charts below through a number of methods. Campus Safety officers enter all reports of crime incidents made directly to the department through in the Campus Crime Log. Specific details such as student names may be omitted to protect confidentiality.

In compliance with the Clery Act, all reported crimes are classified using definitions from: the Federal Bureau of Investigation (FBI) Uniform Crime Reporting Program's *Summary Reporting System (SRS) User Manual* for murder, rape, robbery, aggravated assault, burglary, motor vehicle theft and arson; definitions from the Federal Bureau of Investigation's (FBI) *National Incident-Based Reporting System (NIBRS) Data Collection Guidelines* edition of the UCR for fondling, incest, and statutory rape; and, definitions from the *Violence Against Women Act of 1994* and repeated in the *Clery Act* regulations for domestic violence, dating violence and stalking. and for sexual assault, the FBI Incident-Based Reporting System Handbook.

Definitions of Reportable Crimes

Criminal Homicide

- Murder and non-negligent manslaughter. The willful (non-negligent) killing of one human being by another.
- Negligent manslaughter. The killing of another person through gross negligence.

Forcible Sex Offenses

- Forcible Rape. The carnal knowledge of a person, forcibly and/or against that persons will; or not forcibly or against the persons will, where the complainant is incapable of giving consent because of his or her temporary or permanent mental or physical incapacity (or because of his or her youth).
- Forcible Sodomy. Oral or anal sexual intercourse with another person, forcibly and/or against that persons will; or not forcibly against the persons will, where the complainant is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.
- Sexual Assault with an Object. The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that persons will; or not forcibly or against the persons will, where the complainant is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.
- Forcible Fondling. The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that persons will; or, not forcibly or against the persons will, where the complainant is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.

Non-Forcible Sex Offenses

- Incest. Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory rape. Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery

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

Aggravated Assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury constitutes aggravated assault. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that

injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary

The unlawful entry of a structure to commit a felony or a theft is considered as burglary. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or a felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle is a specific form of theft. (Motor vehicle theft is classified as any case where an automobile is taken by a person not having lawful access, even if the vehicle is later abandoned, including joy riding.)

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.

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.

Larceny-theft

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

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.

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.

Domestic Violence

A felony or misdemeanor crime of violence committed—

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence

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

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- 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 the person's safety or the safety of others; or
- Suffer substantial emotional distress.

Unfounded Crime

A reported crime that upon investigation by law enforcement authorities is found to be false or baseless. Only sworn or commissioned law enforcement personnel may unfound a crime. Crime reports can be properly determined to be false only if the evidence from a complete and thorough investigation establishes that the crime reported was not, in fact, completed or attempted in any manner.

Fire

Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire-related death

Any instance in which a person - (1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) Dies within one year of injuries sustained as a result of the fire.

Fire-related injury

Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term "person" may include students, employees, visitors, firefighters, or any other individuals.

Criminal Offenses – On campus

Annual Campus Safety & Security Survey included two criminal offenses on campus for the 2021 reporting year; there were no incidents of murder/non-negligent manslaughter, manslaughter by negligence, rape, fondling, incest, statutory rape, robbery, or aggravated assault or burglary for the 2021 reporting year; there was one incident of burglary and once incident of motor vehicle theft for the 2021 reporting year.

Criminal offense	2019	2020	2021
a) Murder/Non-negligent manslaughter	0	0	0
b) Manslaughter by Negligence	0	0	0
c) Rape	0	0	0
d) Fondling	0	0	0
e) Incest	0	0	0
f) Statutory rape	0	0	0
g) Robbery	0	0	0
h) Aggravated assault	1	0	0
i) Burglary	1	0	1
j) Motor Vehicle Theft	2	1	1
k) Arson	0	1	0

Criminal Offenses – On-campus Student Housing Facilities

Annual Campus Safety & Security Survey included no criminal offense in on-campus student housing facilities for the 2021 reporting year; there were no incidents of murder/non-negligent manslaughter, manslaughter by negligence, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft or arson for 2021 reporting year.

Criminal offense	2019	2020	2021
a) Murder/Non-negligent manslaughter	0	0	0
b) Manslaughter by Negligence	0	0	0
c) Rape	0	0	0
d) Fondling	0	0	0

e) Incest	0	0	0
f) Statutory rape	0	0	0
g) Robbery	0	0	0
h) Aggravated assault	0	0	0
i) Burglary	1	0	0
j) Motor Vehicle Theft	0	0	0
k) Arson	0	0	0

Criminal Offenses – Public Property

Annual Campus Safety & Security Survey included no criminal offenses on public property for the 2021 reporting year; there were no incidents of murder/non-negligent manslaughter, manslaughter by negligence, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, or arson for 2021 reporting year.

Criminal offense	2019	2020	2021
a) Murder/Non-negligent manslaughter	0	0	0
b) Manslaughter by Negligence	0	0	0
c) Rape	0	0	0
d) Fondling	0	0	0
e) Incest	0	0	0
f) Statutory rape	0	0	0
g) Robbery	0	0	0
h) Aggravated assault	1	0	0
i) Burglary	0	0	0
j) Motor Vehicle Theft	0	0	0
k) Arson	0	0	0

Hate Crimes – On Campus

Annual Campus Safety & Security Survey included no hate crime on campus for the 2021 reporting year; there were no hate-crime related incidents of murder/non-negligent manslaughter, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, simple assault, larceny-theft, or intimidation, or destruction/damage/vandalism of property for the 2021 reporting year.

Occurrences of Hate Crimes (Category of Bias for Crimes)

YEAR 2021 Criminal offense	Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National Origin
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0	0	0	0

e) Incest	0	0	0	0	0	0	0	0	0
f) Statutory rape	0	0	0	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0	0	0	0
j) Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0	0	0	0
l) Simple assault	0	0	0	0	0	0	0	0	0
m) Larceny-theft	0	0	0	0	0	0	0	0	0
n) Intimidation	0	0	0	0	0	0	0	0	0
o) Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Occurrences of Hate Crimes (Category of Bias for Crimes)

YEAR 2020 Criminal offense	Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National Origin
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0	0	0	0
f) Statutory rape	0	0	0	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0	0	0	0
j) Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0	0	0	0
l) Simple assault	0	0	0	0	0	0	0	0	0
m) Larceny-theft	0	0	0	0	0	0	0	0	0
n) Intimidation	0	0	0	0	0	0	0	0	0
o) Destruction/damage/vandalism of property	1	1	0	0	0	0	0	0	0

Occurrences of Hate Crimes (Category of Bias for Crimes)

YEAR 2019 Criminal offense	Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National Origin
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0	0	0	0

c) Rape	0	0	0	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0	0	0	0
f) Statutory rape	0	0	0	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0	0	0	0
j) Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0	0	0	0
l) Simple assault	0	0	0	0	0	0	0	0	0
m) Larceny-theft	0	0	0	0	0	0	0	0	0
n) Intimidation	0	0	0	0	0	0	0	0	0
o) Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes – On-campus Student Housing Facilities

Annual Campus Safety & Security Survey included no hate crimes on-campus in a student housing facility for the 2021 reporting year; there were no hate-crime related incidents in on-campus student housing facilities of murder/non-negligent manslaughter, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, simple assault, larceny-theft, intimidation, or destruction/damage/vandalism of property in a student housing facility for the 2021 reporting year.

Occurrences of Hate Crimes (Category of Bias for Crimes)

YEAR 2021 Criminal offense	Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National Origin
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0	0	0	0
f) Statutory rape	0	0	0	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0	0	0	0
j) Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0	0	0	0
l) Simple assault	0	0	0	0	0	0	0	0	0
m) Larceny-theft	0	0	0	0	0	0	0	0	0
n) Intimidation	0	0	0	0	0	0	0	0	0

o) Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0
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Occurrences of Hate Crimes (Category of Bias for Crimes)

YEAR 2020 Criminal offense	Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National Origin
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0	0	0	0
f) Statutory rape	0	0	0	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0	0	0	0
j) Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0	0	0	0
l) Simple assault	0	0	0	0	0	0	0	0	0
m) Larceny-theft	0	0	0	0	0	0	0	0	0
n) Intimidation	0	0	0	0	0	0	0	0	0
o) Destruction/damage/vandalism of property	1	1	0	0	0	0	0	0	0

Occurrences of Hate Crimes (Category of Bias for Crimes)

YEAR 2019 Criminal offense	Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National Origin
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0	0	0	0
f) Statutory rape	0	0	0	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0	0	0	0
j) Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0	0	0	0
l) Simple assault	0	0	0	0	0	0	0	0	0

m) Larceny-theft	0	0	0	0	0	0	0	0	0
n) Intimidation	0	0	0	0	0	0	0	0	0
o) Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes – On Public Property

Annual Campus Safety & Security Survey included no hate crimes on public property for the 2021 reporting year; there were no hate-crime related incidents of murder/non-negligent manslaughter, manslaughter by negligence, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, simple assault, larceny-theft, intimidation, or destruction/damage/vandalism of property for 2021 reporting year.

Occurrences of Hate Crimes (Category of Bias for Crimes)

YEAR 2021 Criminal offense	Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National Origin
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0	0	0	0
f) Statutory rape	0	0	0	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0	0	0	0
j) Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0	0	0	0
l) Simple assault	0	0	0	0	0	0	0	0	0
m) Larceny-theft	0	0	0	0	0	0	0	0	0
n) Intimidation	0	0	0	0	0	0	0	0	0
o) Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Occurrences of Hate Crimes (Category of Bias for Crimes)

YEAR 2020 Criminal offense	Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National Origin
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0	0	0	0
f) Statutory rape	0	0	0	0	0	0	0	0	0

g) Robbery	0	0	0	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0	0	0	0
j) Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0	0	0	0
l) Simple assault	0	0	0	0	0	0	0	0	0
m) Larceny-theft	0	0	0	0	0	0	0	0	0
n) Intimidation	0	0	0	0	0	0	0	0	0
o) Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Occurrences of Hate Crimes (Category of Bias for Crimes)

YEAR 2019 Criminal offense	Total	Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National Origin
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0	0	0	0
f) Statutory rape	0	0	0	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0	0	0	0
j) Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0	0	0	0
l) Simple assault	0	0	0	0	0	0	0	0	0
m) Larceny-theft	0	0	0	0	0	0	0	0	0
n) Intimidation	0	0	0	0	0	0	0	0	0
o) Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Violence Against Women Act (VAWA) Offenses – On Campus

Annual Campus Safety & Security Survey included two Violence Against Women Act (VAWA) offenses on campus for the 2021 reporting year; there were no incidents of domestic violence or dating violence for the 2021 reporting year; and there were two incidents of stalking for the 2021 reporting year.

Crime	2019	2020	2021
a) Domestic violence	1	2	0

b) Dating violence	0	0	0
c) Stalking	1	0	2

Violence Against Women Act (VAWA) Offenses – On-campus Student Housing Facilities

Annual Campus Safety & Security Survey included two Violence Against Women Act (VAWA) offenses in on-campus student housing facilities for the 2021 reporting year; there were no incidents of domestic violence or dating violence, and there were two incidents of stalking for 2021 reporting year.

Crime	2019	2020	2021
a) Domestic violence	0	0	0
b) Dating violence	0	0	0
c) Stalking	0	0	2

Violence Against Women Act (VAWA) Offenses – Public Property

Annual Campus Safety & Security Survey included no Violence Against Women Act (VAWA) offenses on public property for the 2021 reporting year; there were no incidents of domestic violence, dating violence or stalking for 2021 reporting year.

Crime	2019	2020	2021
a) Domestic violence	0	0	0
b) Dating violence	0	0	0
c) Stalking	0	0	0

Other Offenses

- Weapon law violations. The violation of laws or ordinances dealing with weapon offenses are regulatory in nature, such as: the manufacture, sale, or possession of deadly weapons; the carrying of deadly weapons, concealed or openly; the furnishing of deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.
- Drug abuse violations. Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).
- Liquor law violations. The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition.)

Arrests – On Campus

Annual Campus Safety & Security Survey included no arrests on campus for the 2021 reporting year; there were no incidents of weapons (carrying, possessing, etc.), drug abuse violations or liquor law violations for 2021 reporting year.

Crime	2019	2020	2021
a) Weapons: carrying, possessing, etc.	0	0	0

b) Drug abuse violations	0	0	0
c) Liquor law violations	0	0	0

Arrests – On-campus Student Housing Facilities

Annual Campus Safety & Security Survey included no arrests in on-campus student housing facilities for the 2021 reporting year; there were no incidents of weapons (carrying, possessing, etc.), drug abuse violations or liquor law violations for 2021 reporting year.

Crime	2019	2020	2021
a) Weapons: carrying, possessing, etc.	0	0	0
b) Drug abuse violations	0	0	0
c) Liquor law violations	0	0	0

Arrests – On Public Property

Annual Campus Safety & Security Survey included no arrests on public property for the 2021 reporting year; there were no incidents of weapons (carrying, possessing, etc.), drug abuse violations or liquor law violations for 2021 reporting year.

Crime	2019	2020	2021
a) Weapons: carrying, possessing, etc.	0	0	0
b) Drug abuse violations	0	0	0
c) Liquor law violations	0	0	0

Disciplinary Actions – On Campus

Annual Campus Safety & Security Survey included no disciplinary actions on campus for the 2021 reporting year; there were no incidents of weapons (carrying, possessing, etc.), drug abuse violations, or liquor law violations for 2021 reporting year.

Crime	2019	2020	2021
a) Weapons: carrying, possessing, etc.	0	0	0
b) Drug abuse violations	0	0	0
c) Liquor law violations	0	0	0

Disciplinary Actions – On-campus Student Housing Facilities

Annual Campus Safety & Security Survey included no disciplinary actions in on-campus student housing facilities for the 2021 reporting year; there were no incidents of weapons (carrying, possessing, etc.), drug abuse violations, or liquor law violations for 2021 reporting year.

Crime	2019	2020	2021
a) Weapons: carrying, possessing, etc.	0	0	0
b) Drug abuse violations	0	0	0
c) Liquor law violations	0	0	0

Disciplinary Actions – Public Property

Annual Campus Safety & Security Survey included no disciplinary actions on public property for the 2021 reporting year; there were no incidents of weapons (carrying, possessing, etc.), drug abuse violations or liquor law violations for 2021 reporting year.

Crime	2019	2020	2021
a) Weapons: carrying, possessing, etc.	0	0	0
b) Drug abuse violations	0	0	0
c) Liquor law violations	0	0	0

Unfounded Crimes

Annual Campus Safety & Security Survey included no unfounded crimes for the 2021 reporting year.

	2019	2020	2021
a) Total unfounded crimes	0	0	0

Annual Fire Safety Report

Fire Statistics in the Annual Campus Safety & Security Survey included no fire incidents in on-campus student housing facilities for the 2021 reporting year; there were no injuries, deaths, or property damage due to fires for the 2021 reporting year.

Housing Facilities	Street Address	2019	2020	2021
1. Morrison Hall	947 S. 4th St.	0	0	0
2. Spalding Suites	901 S. 2nd St.	0	0	0

Fires - Summary	2019 Fires	2019 Injuries	2019 Deaths	2020 Fires	2020 Injuries	2020 Deaths	2021 Fires	2021 Injuries	2021 Deaths
1. Morrison Hall	0	-	-	0	-	-	0	-	-
2. Spalding Suites	0	-	-	0	-	-	0	-	-

On-Campus Student Housing and Life Safety Systems

Spalding University has a total of two, on-campus student housing facilities. Each facility is equipped with fire detection systems, including smoke and heat detectors, pull-box notification stations, and alarm panels. Each facility is equipped with an integrated fire sprinkler system and fire extinguishers. All fire life safety systems are electronically monitored by ADS Security.

Mandatory Supervised Fire Drills

Residence Life conducts four mandatory fire evacuation drills per calendar year. The fire evacuation drills are supervised by the Director of Residence Life, Campus Safety and selected members of the Residence Life staff. The fire evacuation drills are conducted by activating each individual fire alarm system in each calendar year. The fire evacuation drills are supervised by the Director of Residence Life, Campus Safety and

selected members of the Residence Life staff. The fire evacuation drills are conducted by activating each individual fire alarm system in each on-campus student housing facility. Three of the fire evacuation drills are conducted during the daytime and one fire evacuation drill is conducted after dusk.

Fire Safety Policies

Spalding University fire safety regulations are intended to prevent injuries to members of the university community and physical damage to facilities. Rooms are inspected periodically, at random times, to assure compliance with University regulations. Because of the seriousness of the regulations that cover fire safety, Spalding University takes disciplinary action on the first offense. Such actions may include the imposition of a fine/mandatory service. The University has the right, moreover, to require students who violate fire safety rules to vacate their accommodations with no financial credit for the remainder of the semester.

Spalding University has prohibitions for items including candles, smoking, incense, halogen lamps, and fireworks. Spalding University has prohibitions for items including candles, smoking, incense, halogen lamps, and fireworks.

Training

Spalding University conducts training for Resident Assistants (RAs) as well as for our First Year Residential Students.

Resident Assistant (RA) training covers the following topics:

- Evacuation and emergency preparedness
- Organizational mandates
- Fire inspection program
- Kitchen fire safety
- Life safety systems

First Year Residential Student training covers the following topics:

- Fire inspection program
- Kitchen fire safety
- Life safety systems
- Evacuation
- Emergency preparedness

Fire Safety Response Procedures

The following measures should be reviewed and utilized in the event there is a fire at any location on campus.

Types of Fires:

- Minor fires, which can be extinguished with a fire extinguisher
- Major fires, which require assistance from the Louisville Fire Department.

It is recommended that everyone make note of the closest fire alarm pull stations located near classrooms, offices and public spaces that are used or visited most frequently.

If flames are observed:

Upon discovery of any fire or flames, activate the fire alarm at the nearest pull station.
Immediately evacuate the building and remember to assist individuals with limited mobility to safety.

- Go to the nearest phone and call 9-1-1 and report the fire, giving information as requested by the operator (0) dispatcher. Stay on the phone until released by the operator/dispatcher.
- After alerting the operator, call Campus Safety at 4444 or 873-4444 and give the fire location to the officer.
- If you smell smoke or have any other indication of fire:
- Immediately contact the Campus Safety at 4444. Describe what you have observed and give your name and exact location.
- Alert other building occupants in the immediate area to prepare for evacuation and assist the disabled in exiting the building.
- Wait outside the building for the arrival of Campus Safety Officer(s) and/or the Louisville Fire Department.
- Be prepared to provide additional information and your observations to responding personnel.

NOTE: In the case of a small fire, if you have been trained on how to use fire suppression equipment and choose to attempt to extinguish the fire, proceed to the nearest fire extinguisher, which in most cases, is located near the fire alarm; then follow the basic operational instructions to do so. If the fire gets out of control or you judge the fire to be too large to attempt to extinguish singlehandedly, immediately notify persons in the area to evacuate the building, call the Fire Department at 911 for help when in a safe location to do so and then call Campus Safety at 873-4444.

Fire Evacuation Procedures

If you hear an alarm sound:

- Evacuate the building immediately and assist the disabled in exiting the building.
- If smoke is present, keep low to the floor.
- Before opening the door, feel the upper portion of the door. If the upper door or doorknob is hot, DO NOT open the door.
- If the door or the doorknob is not hot, brace yourself against the door and open it slightly.
- If heat or heavy smoke is encountered in the corridor, close the door and stay in the room.
- Keep the door closed, and if your windows are the type that can be raised or lowered, open the top slightly to let out the heat and smoke, open the bottom slightly to let in fresh air.
- Seal the cracks around the door with clothing, tape or other material, soaking it in water if available.
- Hang an object out the window, such as a shirt, jacket, towel or anything that will attract attention.
- If you can leave the room, close all doors behind you as you move to the nearest exit or stairway. This will retard the spread of smoke and fire and lessen damage.
- DO NOT USE ELEVATORS!!! Assist persons with disabilities and mobility issues to exit the building. If the nearest exit is blocked, go to an alternate exit.
- If all exits are blocked, go to a room furthest from the fire, close the door and follow procedures described in 6 through 8.
- After leaving the building, DO NOT re-enter. Stay clear of responding emergency equipment and personnel.
- DO NOT attempt to re-enter the structure to retrieve any items until the building is cleared by University Officials or the Fire Department.

Additional Information regarding Emergency Procedures is available by clicking the following link: <https://www2.spalding.edu/emergency/#intro>

Campus Safety and Security Survey Completion Certificate

Campus Safety and Security Survey Completion Certificate

The Campus Safety and Security data for

Spalding University

(157757)

were completed and locked on **September 27, 2022.**

Thank you for your participation in the 2022 data collection.

This certificate was prepared on **September 27, 2022**