Villanova University strives to be a caring and welcoming community, rooted in the principles of Veritas, Unitas, Caritas—Truth, Unity, Love. For the University, part of this effort is making sure that our campus is a safe place for our students and employees to live, work and learn.

In October 2015, President Peter M. Donohue, OSA, PhD, announced that Villanova’s Department of Public Safety would become a Police Department with a combination of Security and Police Officers starting in the Fall 2016. Since then, a great deal of work has taken place to establish a University Police Department, which began to provide service on August 1, 2016. Over the coming year, the Department will grow to 19 Police Officers, in addition to the approximately 50 Security Officers that are currently in place. University Police Officers have full arrest powers and several defensive weapons, including firearms.

In this brochure you will find valuable information about the University’s safety and security policies, crime statistics, emergency procedures, and fire safety policies and statistics, as well as the many resources available through the Department of Public Safety. Additional safety and security information can be found on the Public Safety website: www.villanova.edu/publicsafety, which I encourage you to visit. If you prefer speaking with someone, you can always reach the Department of Public Safety by phone at (610) 519-6979 for general inquiries.

Villanova’s Department of Public Safety has been awarded accreditation by the International Association of Campus Law Enforcement Agencies (IACLEA). In maintaining accredited status, the Department continually assesses policies, procedures and protocols, making changes where necessary to remain compliant with IACLEA’s 235 professional standards. Villanova’s Department of Public Safety is the only IACLEA accredited department in Pennsylvania. Accreditation helps to ensure that the policies and methods by which the Department operates are consistent with the best known practices in the university campus police and security arena.

Thank you for taking the time to review the information included in this brochure. By working together, we can all make Villanova’s campus a safer place.

Sincerely,

David G. Tedjeske
Director of Public Safety & Chief of Police
Villanova University has devoted significant resources to providing a safe campus for its community members. The Department of Public Safety, located in Garey Hall, is responsible for providing law enforcement services and for maintaining the security and safety of the campus community. The Department of Public Safety consists of approximately 50 Officers, including Police Officers and non-sworn Public Safety Officers who provide on-campus coverage 24 hours a day, seven days a week. To provide the greatest breadth of coverage, the Officers patrol the campus on foot, on bicycle and in vehicles.

Emergency call boxes are located throughout the campus and parking lot areas in order to provide emergency assistance to the Villanova community. Call boxes offer a direct link to Public Safety to report an emergency, such as a suspicious person or circumstance, a medical emergency, or to request a safety escort. See map at the end of this brochure for the call box locations.

Villanova University’s Police Officers have law enforcement authority and responsibility for enforcing Federal and State laws, University Policies and for making arrests. Villanova Public Safety Officers do not have arrest authority and have no legal authority upon which to enforce criminal offenses; however, they do have the authority to enforce University Policies. Villanova Police Officers have the responsibility and authority for patrolling the Campus Area and responding to calls for service, including reported crimes, as defined in a Memorandum of Understanding between the Radnor Township Police Department and the Villanova University Police Department described below. The University supports and encourages the making of prompt, accurate reports to the University.

Villanova University’s Police Officers and Public Safety Officers are well-trained professionals. The Police Officers are certified Officers in the Commonwealth of Pennsylvania and receive the same Academy training as any other Police Officer in the Commonwealth. Most shift supervisors are certified Police Officers and are certified EMTs. Both Police Officers and Public Safety Officers receive on-going training from outside entities and in the form of in-service training.

There is a written Memorandum of Understanding (MOU) between the Radnor Township Police Department and the Villanova University Police Department. The MOU addresses agreements between the Departments regarding the provision of law enforcement services on campus and in the surrounding area. The MOU addresses various topics including, but not limited to: the physical jurisdiction of the Departments; procedures and responsibility for responding to and investigating various specific crimes; procedures for requesting assistance from the other Department; and guidelines for other administrative processes.

The MOU also addresses the physical jurisdiction of the Villanova Police Officers which includes Villanova enforcing the laws of the Commonwealth of Pennsylvania on all non-dedicated roadways in the Campus Area, including all intersections except for the following public streets (including sidewalks within the legal rights of way) upon which Radnor Police shall possess enforcement responsibility: County Line Road, Lancaster Avenue, Spring Mill Road and Ithan Avenue. Villanova Police may exercise jurisdiction outside of the Campus Area, including the streets identified above, under numerous conditions and will turn the case over to the Radnor Township Police Department as soon as possible.

Villanova Police Officers and non-sworn Public Safety Officers have jurisdiction to conduct security and safety patrols on campus property as well as on public roads that are adjacent to or adjoining campus property. Officers address violations of University Policy, monitor parking and traffic on campus, prepare written reports, investigate suspicious circumstances, address immediate safety hazards and exclude trespassers when appropriate.

The Villanova Department of Public Safety maintains a good working relationship with the Radnor Township Police Department and other surrounding Police Departments. These Departments meet regularly to discuss issues of common concern and to identify areas where they may be helpful to each other in the performance of their jobs.
Residence Halls
During 2015, the University housed approximately 4,400 undergraduates in 26 campus facilities. Accommodations ranged from traditional residence halls to halls with apartment units. 18 on-campus residence halls housed both genders on alternate floors or wings. All apartment buildings housed both genders on the same floor or wing in separate and distinct units. After freshman year, housing assignments are made via a lottery process, with students registering room and roommate preferences. Changes in room assignments are made upon reasonable request, as space permits.

Access to Residence Halls
Students living in residence halls are provided with a key, combination or card access to operate the lock on their own room door. Outside main entrances to all residence halls, except for St. Rita’s, Corr and St. Mary’s, are locked 24 hours a day, seven days a week with access controlled by a computerized card access (Wildcard) system. Secondary exterior doors are designated as “exit only” or “emergency exit only” and are locked operable by room occupants. The residential portions of St. Mary’s, St. Rita’s and Corr Halls are locked and controlled through the Wildcard system 24 hours a day, seven days a week. However, the outside entrances to those three buildings are unlocked to accommodate access to offices on the first floor of St. Rita’s and Corr, as well as offices, instructional facilities, dining facilities and recreational facilities in St. Mary’s. In addition, hallway access to one room in St. Rita’s Hall is possible through the Campus Ministry suite; however, the suite is staffed when the Campus Ministry outside doors are unlocked during normal business hours.

Security of Residence Halls
University Police and Public Safety Officers patrol the exterior and interior of all campus residence halls as part of the normal patrols. In addition, CCTV cameras are installed throughout the campus in both interior and exterior locations, including 14 cameras that have recently been installed on South campus, where most first-year students reside. CCTV cameras and card access systems are viewable centrally by Public Safety Dispatchers as well as by Officers at three other fixed post locations throughout the campus.

University policies, safety and security measures and behavioral expectations are made available to all students on the University’s website and are reviewed at the first hall floor meeting of each semester. Other topics related to safety and security are discussed in ad hoc educational programs and as particular circumstances require. During low-occupancy periods, such as University breaks, access to the residence halls is restricted via the card access system. Students who receive permission to remain in residence during these periods are
required to register with the Office for Residence Life and the Department of Public Safety. All invited guests are expected to share the same responsibility for the community as do its members. Even so, resident students are personally responsible for the behavior of or damages caused by their guests. Resident students will be held strictly accountable for violations of University policy by their guests.

Security of and Access to the University’s Academic and Administrative Facilities

The University has the capability via the Wildcard system to control access to many buildings and entrance gates on campus. Like most card key systems, the Wildcard system is an access control system, not a security system. The Wildcard system regulates access by allowing only designated users access into a given area and creates an access log. The Wildcard system also allows Public Safety to monitor many exterior doors on campus to ensure that they are not propped open.

Villanova is a private institution. University academic or administrative activities are given first priority for the use of Villanova’s facilities, with second priority given to programs of University groups.

If others wish to use University facilities, prior registration through the appropriate University administrative offices is required. The University allows residents of the nearby community to use certain University facilities, including athletic facilities and fitness centers, upon registration and payment of a small annual fee. Guests are generally not required to show identification when using academic or administrative facilities; however, the University reserves the right to ask for identification from anyone present on Villanova’s property. Permission for guests and visitors to be present on campus grounds and buildings is a revocable privilege. University Police and Public Safety Officers have the authority to remove guests or visitors who fail to produce identification upon request or otherwise fail to abide by University regulations. Campus security officers patrol the University’s academic and administrative buildings on a routine basis to monitor security and safety needs.

Physical Campus Security Considerations

University facilities and landscaping are maintained so as to minimize hazardous conditions. Malfunctioning lights and other unsafe conditions are reported to the Facilities Department for repair or correction. In addition, Lighting Reports are compiled monthly by the Department of Public Safety and forwarded to the Facilities Department for appropriate action.

Reporting Criminal Actions or Other Emergencies on Campus

Students, faculty and staff should report all crimes and medical, fire or other emergencies to the Department of Public Safety, by calling 4444 or 9-4444 from an on-campus telephone or (610) 519-4444 from an outside telephone or cell phone. Public Safety Dispatchers are available at these respective telephone numbers 24 hours a day seven days a week to answer calls. The University’s safety app, Nova Safe, may also be used to report emergencies. When contacting Public Safety through the app, the Dispatcher is able to see the caller’s GPS location, name and any other information the caller chooses to make available to Public Safety. For more information about Nova Safe please go to: https://www1.villanova.edu/villanova/publicsafety/NovaSafe.html

In response to a report, the Department of Public Safety will dispatch an Officer(s) to the caller’s location to file an incident report. Public Safety incident reports involving Code of Student Conduct violations are forwarded to the Dean of Students Office for review and for potential action, as appropriate. In the case of a medical, fire or criminal emergency, the Department of Public Safety notifies the appropriate emergency personnel.

When necessary, a follow-up investigation is conducted by the appropriate law enforcement agency as described in the MOU with the Radnor Township Police Department.
Communicating About Security Matters

Villanova University encourages accurate and prompt reporting of all crimes to the Villanova University Department of Public Safety. The reporting of crimes to the Department of Public Safety aids in providing timely warning notices to the community, when appropriate, and to ensure inclusion in the annual crime statistics. In addition, the Department of Public Safety will assist victims with making reports to the appropriate police department, if the crime occurred outside the jurisdiction where Villanova Police Officers can respond to and document the crime.

The Department of Public Safety provides a variety of services to the University community, including:
- Proactive patrols of all buildings and campus grounds
- Campus escort service, which provides vehicle or walking escorts to visitors and campus community members: call (610) 519-4444
- Response to medical and other emergencies
- Courtesy transports to the student health center or local hospital
- Emergency mass notification using the NOVA Alert system, which is used to send emergency notification alerts to call phones and email accounts
- Fire and intrusion alarm monitoring and response
- Nightly security patrols in and around selected residence halls
- Crime prevention programs
- Courtesy vehicle jump-starts and lockout assistance
- Lost and found
- Special event coverage

Additional safety tips and information regarding the services provided by the Department of Public Safety are available on its website at: www.villanova.edu/publicsafety

Anonymous and Voluntary Confidential Reporting

If a Complainant reports an incident of sexual assault, sexual harassment or other sexual misconduct and wishes to maintain confidentiality or requests that no further investigation or no disciplinary action be taken, the University must weigh that request against its obligation to provide a safe, non-discriminatory environment for all students and employees, including the Complainant.

If the University honors the request for confidentiality, a Complainant should understand that the University’s ability to meaningfully investigate the incident and pursue disciplinary action against the Respondent may be limited.

Although rare, there are times when the University may not be able to honor a Complainant’s request in order to provide a safe, non-discriminatory environment for all students and employees.

When weighing a Complainant’s request for confidentiality, the Title IX Coordinator or Deputy Coordinator(s) will consider a range of factors, including the following:

The risk that the Respondent will commit additional acts of sexual or other violence such as:
- whether there have been other sexual violence complaints about the same Respondent;
- whether the Respondent has a history of arrests or records from a prior school indicating a history of sexual and/or physical violence;
- whether the Respondent threatened further sexual violence or other violence against the Complainant or others;
- whether the sexual violence was committed by multiple perpetrators;
- whether the sexual violence was perpetrated with a weapon;
- whether the Complainant is a minor;
- whether the University possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras, eye-witnesses, or physical evidence);
- whether the Complainant’s report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead the University to investigate and, if appropriate, pursue disciplinary action and/or involve the law enforcement agency with jurisdiction. If none of these factors is present, the University will
likely respect the Complainant’s request for confidentiality.

When confidentiality has been requested and the University determines that it cannot maintain a Complainant’s confidentiality, the University will inform the Complainant and will, to the extent possible, only share information with people responsible for handling the University’s response to the report of sexual assault, sexual harassment or other sexual misconduct.

Whether a report is confidential or not, when a Complainant reports an incident of sexual assault, sexual harassment or other sexual misconduct, the University will remain ever mindful of the well-being of the Complainant and take ongoing steps to protect the Complainant from retaliation. The University will also support the Complainant and take action to protect and assist him or her consistent with the Complainant’s wishes. The Sexual Assault Resource Coordinator is available to assist the Complainant in determining what measures are helpful or needed for the Complainant and will manage the implementation of such interim measures.

The University is committed to a safe environment for all students and employees and to addressing issues of sexual assault, sexual harassment or other sexual misconduct. Reports of such misconduct, whether or not confidential, provide the University with the opportunity to consider broader remedial action including increased monitoring of campus locations, additional education and prevention efforts, and climate assessments. With such information, the University can keep an accurate record of the number of incidents involving students, employees and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. The University’s Department of Public Safety, unless otherwise prescribed by law or as set forth above, does not take anonymous incident reports. See additional information regarding confidentiality for incidents of sexual assault, sexual harassment or other sexual misconduct on pages 21–23.

Villanova University permits victims or witnesses to report crimes to certain persons designated by the University as “Campus Security Authorities” (CSAs) (see “Policy on Preparing the Annual Security and Fire Safety Report” on page 35.) Reports may be made to CSAs on a voluntary, anonymous basis.

In addition, the University has established a hotline administered by EthicsPoint, a third party provider, available 24/7 to report crimes and other misconduct on an anonymous basis. The hotline allows a student or employee to report any instance of misconduct in the academic or workplace setting.

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### Safety Alert Distribution Matrix:

#### Primary Communication Methods

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<thead>
<tr>
<th>Primary Message Creator</th>
<th>Mass Email</th>
<th>Dept Of Public Safety Website</th>
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<tr>
<td>Director of Public Safety &amp; Chief of Police</td>
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<tr>
<th>Back-up Message Creator</th>
<th>Public Safety Designees</th>
<th>Public Safety Designees or Office of University Communication</th>
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<tr>
<th>Authority for Approving and Sending Messages</th>
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#### Secondary Communication Methods

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<tr>
<th>Secondary Message Creator</th>
<th>MyNova (Campus Alerts)</th>
<th>Posting On Exterior Doors</th>
<th>Nova Alert</th>
<th>Press Releases</th>
</tr>
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<tbody>
<tr>
<td>Primary Message Creator</td>
<td>Director of Public Safety &amp; Chief of Police</td>
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<th>Public Safety Designees and Residential Life Staff</th>
<th>Public Safety Designees</th>
<th>Office of University Communication Designees</th>
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The hotline may be accessed at https://secure.ethicspoint.com/domain/media/en/gui/35905/index.html or by calling (855) 236-1433. While anonymous reporting is available on this hotline, the University’s ability to investigate or respond to anonymous reports may be limited.

Professional and Pastoral Counselors

By law, Campus “Pastoral Counselors” and Campus “Professional Counselors”, when acting as such, are not considered to be a Campus Security Authority and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, the Professional Counselors at Villanova University are encouraged if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary confidential basis to the Department of Public Safety.

PASTORAL COUNSELOR
An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a Pastoral Counselor.

PROFESSIONAL COUNSELOR
An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community, and who is functioning within the scope of his or her license or certification.

Communicating About Security Matters

Both the Office for Residence Life and the Department of Public Safety provide the University community with educational materials on safety and crime prevention in brochures and on their departmental websites. Security and safety programs, including videos and discussions, are presented to students and other interested community members by professional staff members of both departments.

The Department of Public Safety offers a wide variety of security awareness and crime prevention programming for students and employees. Topics include personal safety awareness, theft prevention, sexual assault awareness, internet safety, alcohol education and the Rape Aggression Defense (RAD) self-defense course. Public Safety works collaboratively with other offices on campus to offer programs geared towards specific groups such as residence hall students, peer educators and members of Greek organizations. (See also Sexual Assault, Sexual Harassment and Other Sexual Misconduct Prevention and Education Efforts on pages 31–32.)

Public Safety provides crime prevention and security awareness information during new employee orientation, which is held monthly, and will provide programming tailored to any department upon request. On average, between four and seven security awareness and crime prevention programs are offered through Public Safety on a monthly basis. Any student or employee seeking information on attending crime prevention programming should contact the Department of Public Safety at (610) 519-6979.

Public Safety Officers participate in Resident Assistant (RA) training annually to ensure that RAs are fully aware of safety

INTERNET SAFETY: The Internet is a powerful resource that connects you to people around the globe and vast information resources. Stay safe when online by following these tips:

• Avoid identity theft online. Ensure your privacy and protect your identity. Be very careful when providing your personal information. Do not give sensitive information to anyone you don’t know.
• Be sure you’re using a trusted, secure web page before providing sensitive information.
• Use complex, hard-to-guess passwords and change them often. Never give your password to anyone.
• Protect your computer from Internet compromise by maintaining up-to-date anti-virus and anti-spyware software.
• Be careful with email from anonymous senders or from someone you don’t know.

SOCIAL NETWORKING: Make your social network account profiles private. Do not post personal or confidential information to public.

Internet or social networking sites. Once the information is posted online, it is very difficult to remove it.

PEER-TO-PEER FILE SHARING: The unauthorized distribution of copyrighted material, such as through peer-to-peer networks, is illegal and violates University policy. See http://www1.villanova.edu/villanova/unit/policies/AcceptableUse/copyright.html
Students who infringe copyright are subject to (i) discipline under the Code of Student Conduct up to and including expulsion and (ii) statutory damages up to $250,000 per infringed work.

INTERNET SAFETY RESOURCES:
Villanova University Computer Usage Policy: http://www1.villanova.edu/villanova/unit/policies.html
Student Life Online Social Networking: http://www1.villanova.edu/villanova/studentlife/promotion/goto/resources/networking.html
Public Safety Alerts: www.villanova.edu/publicsafety
issues and resources available to Villanova students. Specific policy issues and problems are routinely addressed at residence hall floor meetings conducted by RAs. Public Safety Officers are available to attend floor meetings at the request of an RA to discuss safety concerns. Through these efforts, community members are encouraged to care for themselves, as well as for each other. Additional details concerning student or residence hall regulations are included in the Student Handbook (the “Blue Book”), which is available to all students on the University’s website and in the office of the Dean of Students. Additional details regarding employee policies are included in Human Resources employment policies, available to all employees on the University’s website; for faculty, there is a separate Faculty Handbook, available on the Office of the Provost website.

**Timely Warning Notices—Safety Alerts**

In order to aid in the prevention of similar crimes, the Director of Public Safety & Chief of Police or his designee will develop and issue timely warnings, which are called Safety Alerts. The purpose of Safety Alerts is to notify members of the community about crimes that have occurred on campus or on non-campus property or public property where it is determined that the incident may pose a serious or ongoing threat to members of the University community. Safety Alerts will typically be issued for the following crimes: murder/non-negligent manslaughter, robbery, and major cases of arson. Alerts for the crimes of aggravated assault, motor vehicle theft, burglary, sex offenses, domestic violence, dating violence and stalking are considered on a case-by-case basis and depend upon a number of factors. These include the nature of the crime, the continuing danger to the campus community—such as whether the perpetrator was apprehended—and the possible risk of compromising law enforcement efforts. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other Villanova community members and a timely warning would not be distributed. Sex offenses will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the Department of Public Safety. Sometimes these offenses are reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. Any timely warning notice distributed to the community shall withhold the names of any victim as confidential.

**Communicating Safety Alerts**

The Director of Public Safety & Chief of Police or his designee has primary responsibility for developing the Safety Alerts unless described otherwise in the chart on this page. All Safety Alerts will be sent by the Director of Public Safety & Chief of Police or his designee through the campus email system; in addition to email distribution, they will be posted on the Department’s web page for at least 30 days. Additional supplemental methods for disseminating Safety Alerts may include, but are not limited to, the following means: posting of flyers, posting on the “Campus Alerts” channel of the MyNova web portal, and news media announcements. The method or methods used will depend on the severity, location, and type of incident and the ongoing nature of the threat. A list of current Safety Alerts is available on the Department of Public Safety’s website at [http://www1.villanova.edu/villanova/publicsafety.html](http://www1.villanova.edu/villanova/publicsafety.html).

**Safety Advisories**

When a pattern of less serious crimes occurs in a limited geographical area, which in the University’s judgment does not represent a serious or ongoing threat requiring the issuance of a campus-wide Safety Alert, the University may post Safety Advisories in only the affected area(s). Such notices targeted to specific areas are typically not posted on the Department’s website or distributed by means other than posting flyers in the affected area. Safety Advisories targeted to a specific area of the campus will be used only for less-serious crimes against property, such as theft or vandalism; however, there may be some circumstances where, in the discretion of the Director of Public Safety & Chief of Police, a campus-wide Safety Alert may be warranted for a continuing pattern of such property crimes.

**Daily Crime Log**

The Department of Public Safety also maintains a chronological log of all reported crimes for the past 60 days, which is available for public inspection at the Public Safety front desk in Garey Hall. Log entries older than 60 days will be made available within two business days upon request to Mr. Jeffrey Grizzle, Assistant Director of Public Safety, by email at jeffrey.grizzle@villanova.edu or by phone at (610) 519-6670.
Emergency Preparedness Procedures

Villanova University Crisis Response

Villanova has an extensive Emergency Management Plan in place that includes procedures to promote a rapid response to an unanticipated emergency or threatening situation. The University views all incidents affecting campus safety as serious and time critical, and routinely examines the Emergency Management Plan and devises new measures to respond to various incidents as quickly and effectively as possible.

When a serious incident occurs, the first responders to the scene are usually the Villanova University Department of Public Safety, the Villanova University EMS agency (VEMS), the Radnor Police Department and the Bryn Mawr Fire Department. These agencies respond and work together to manage the incident. Depending on the nature of the incident, other Villanova University Departments and other local emergency response agencies or federal agencies could also be involved in responding to the incident.

If a situation arises on or around campus that could potentially threaten the health or safety of University community members, senior officers of the University and members of Public Safety are immediately summoned as part of Villanova’s crisis response procedure. University Police and Public Safety Officers, supervisors and administrators are trained in crisis response and have the authority to take immediate action in response to an imminent crisis, using the Emergency Management Plan and departmental procedures as a guideline.

These actions may include:
• Deployment of additional University Police and Public Safety Officers
• Summoning of local, county or state emergency responders and/or emergency management officials
• Enhanced patrol of the campus
• Closing of roads and entrances onto campus
• Securing of campus buildings and residence halls
• Evacuation of campus buildings and residence halls

In the event of an emergency on campus or off, the University community’s physical and emotional well-being is critically important. Villanova provides full-service counseling services to students through the Holloway University Counseling Center, located in the Health Services Building, as well as access to Campus Ministry staff, who are trained to provide crisis and grief counseling. Further information can be found at: https://www1.villanova.edu/villanova/studentlife/counselingcenter/infosheets/grief.html.

Full-time employees can take advantage of counseling services offered through Health Advocate, the University’s Employee Assistance Program, at 866-799-2728 or http://www.healthadvocate.com/.

Emergency Communication and Support

In the event of an emergency, an effective University-wide communications process is vital in order to provide the greatest safety possible for the University community. As part of its Emergency Management Plan, the University has adopted a formalized procedure for issuing emergency alerts to the campus community. When on-duty Public Safety Officers become aware of a situation that may warrant the issuance of an emergency alert, the on-duty Public Safety Supervisor confirms there is a significant
emergency and then immediately contacts the Director of Public Safety & Chief of Police or his designee. The Director of Public Safety & Chief of Police or his designee quickly evaluates the situation to determine if an alert is warranted, then develops the content of the notification message and determines the appropriate segment or segments of the campus community who will receive the notification. In situations where an imminent threat is present, the Director of Public Safety & Chief of Police or his designee has the ability and authority to issue an alert without further consultation with any other University official.

In situations lacking the presence of an imminent threat, the Director of Public Safety & Chief of Police or his designee consults with the Executive Vice President and/or other members of the Emergency Management Group* prior to an alert being issued. The University, based on the judgments of members of the Department of Public Safety and/or the University Emergency Management Group, will endeavor to immediately notify the campus community (or appropriate segments) upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on the campus. A threat is imminent when the need for action is instant, overwhelming and leaves no moment for deliberation. Such situations would include, but are not limited to, a hazardous materials incident requiring sheltering in place or evacuation, an active shooter on or near campus, or a shooting incident on or near the campus.

The University will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system to the appropriate segments of the campus community, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate an emergency. The University will endeavor to make such notification sufficiently specific so as to enable recipients to take an appropriate response to the threat.

The communication tools may include some or all of the following methods:

- **NOVA Alert**: Important emergency alerts, notifications and updates are sent to all registered devices, including cell phone (via SMS/texting); email account (work, home, other); and smartphone/PDA. Students and employees may opt into the NOVA Alert system when entering cell phone information into the University’s records management system, Novasis.
- **Building Fire Alarm Systems**: Used to notify occupants of a building of the need to evacuate.

- **Villanova Website**: Critical information is posted on the Department of Public Safety homepage and may be viewed both internally (students, faculty and staff) and externally (parents, alumni and other constituents). Through this website, found at www.villanova.edu/publicsafety, the University will provide updates to the community as needed.
- **Email**: Broadcast emails are sent to Villanova students, faculty and staff, as well as alumni, if appropriate.
- **Telephone**: Broadcast voicemails may be sent to faculty and staff and can be accessed both on and off campus through individual voicemail accounts; emergency phones are located in every wing and on every floor in all residence halls. Critical information is posted on the Villanova Emergency Hotline, (610) 519-4505; this information is accessible to any constituent, including parents.
- **Personal Interaction and Connection**: Public Safety personnel and other University staff may make personal contact with people in buildings on campus.

Students, parents and University employees can register for NOVA Alert and can check the website for information and updates. The Office of University Communication, in consultation with the Emergency Management Group, is responsible for developing and disseminating emergency information to the surrounding community.

The methods used to communicate to the surrounding community may include press releases to local media outlets, announcements made on the University website and email messages to local neighborhood groups and associations.

Follow up information for immediate notification to the community may be distributed using some or all of the systems listed on this page.

**Off Campus Emergencies**

Public Safety officials receive text message alerts from the Delaware County Office of Emergency Management regarding incidents in Delaware County that could imminently impact the safety of the Villanova University community. When appropriate, The Department of Public Safety notifies the University community of off-campus threats that could also represent a serious or continuing threat to students, employees and visitors.

*The Emergency Management Group (EMG) is led by the Executive Vice President. Other members of the EMG include the Vice President For Facilities Management, Provost, Vice President for Student Life, Vice President and General Counsel, Vice President for University Communication, Vice President and Chief Information Officer, Director of Public Safety & Chief of Police and Director of Environmental Health and Safety. Several other University officials also serve on the EMG when the Situation dictates. These include the Director of Athletics, Director of the Student Health Center, Associate Vice President for Human Resources, Dean of Students, Director of Residence Life, Director of Risk Management and Insurance and Director of Dining Services.*
Emergency and Evacuation Procedures

Villanova’s emergency and evacuation procedures can be found at: https://www1.villanova.edu/content/dam/villanova/publicsafety/documents/Villanova_Emergency_Guidebook.pdf

The following is a brief description of these procedures:

**BUILDING EVACUATION**
- All building occupants are required to evacuate when the fire alarm sounds or upon the order of an authorized University official such as a Public Safety or Police Officer.
- If time permits, stabilize lab procedures, turn off stoves and ovens, and unplug or disable any device that could make a dangerous situation even worse.
- Move to the closest exit and proceed down the EXIT stairwell in a safe and orderly manner. Take personal belongings with you. Do NOT use elevators.
- Remain at least three hundred (300) feet outside of the building and await further instructions. Keep roadways open and beware of approaching emergency vehicles.
- Notify emergency responders of anyone trapped, especially anyone with a physical disability who cannot evacuate.

**LARGE-SCALE EVACUATION**
- If evacuation of part or all of the campus is necessary, monitor NOVA Alert, email and the University website for additional information.
- Those in need of transportation will be directed to areas to await transport to an off-campus site.

**EVACUATING PEOPLE WITH DISABILITIES**

Pre-Planning Is Important. If you may need assistance evacuating in an emergency, you should pre-plan and contact the Office of Disability Services at (610) 519-4095. Disability Services works with the Department of Public Safety regarding the living arrangements and class schedules of disabled students. Employees with disabilities should contact the Public Safety Office directly for assistance in pre-planning.

- Evaluate your need to identify yourself as someone who requires assistance during an evacuation. Some people who may need assistance have no visible disability.
- Master the skill of giving quick information on how best to assist you. Be clear and concise. If you have difficulty speaking, consider using a carry-with-you preprinted message.
- Establish a personal network consisting of people who are regularly in the same area as you. Do not depend on any one...
person as they may not always be available. Assess your own abilities and communicate your capabilities and limitations to those in your network.

• Determine all your evacuation options and prioritize them. Consider the pros and cons of each:
  • **Be carried**—You have a chance to get out but you and/or your helpers may be injured in the process.
  • **Evacuation chairs**—Evacuation chairs are safer than being carried and you don’t have to wait for the fire department to reach you. These take practice to use safely, however, and the device has to be nearby.
  • **Areas of Refuge**—Areas of refuge are fire resistant spaces where people unable to use stairs can call for help by way of two-way communication devices. An area of refuge is a good option if you feel that you may be injured if you evacuate using the stairs; however, they are typically not available in older buildings and you may be overcome by smoke before getting help from rescue personnel.
  • **Use of elevators**—Elevators are useful in non-fire emergencies; however, they are shut down automatically if the fire alarm is activated. The elevator shaft can also become a chimney for smoke and the power can go out, leaving the elevator stuck between floors.

**Evacuation Procedures for People with Disabilities**

• Attempt to rescue persons with disabilities during an evacuation only when a physically disabled person is in immediate danger and cannot wait for professional assistance.
• If the building has an Area of Refuge, assist the disabled person to that area. If possible, at least one person should wait with the disabled person. For buildings that do not have an Area of Refuge, the disabled person should be moved to the nearest stairwell, or to a room with the door shut which is well clear of any hazardous area.
• Ask others leaving the building to notify emergency responders that a physically disabled person needs assistance in evacuating. Give the specific location.
• If waiting for rescue is not an option, two physically capable occupants of the building should be invited to volunteer to assist a person with a disability in evacuating. Ask how the disabled person can best be assisted or moved, and whether they require any special considerations or items that need to come with the person. Keep in mind that you may need to clear debris in order to safely evacuate.
• Do not use elevators unless told to do so by emergency responders.

**Shelter-In-Place**
Shelter-in-Place is designed to keep you safe while indoors if dangerous environmental conditions exist, such as extreme weather or a hazardous materials release.

If a Shelter-in-Place is ordered:
• If outside, seek shelter in the nearest building, preferably in an interior room with few windows.
• Allow access to others seeking shelter. Remember: a Shelter-in-Place order means there are dangerous environmental conditions but NOT any known threat of violent behavior. Allowing others into the building will not jeopardize your safety.
• Close all exterior doors, windows and any other openings to the outside.
• Avoid overcrowding by selecting several rooms if necessary.
• Monitor NOVA Alert and email for further instructions.
• Report any emergency or unusual condition to Public Safety.
• Do not leave the building until receiving the “all clear” from a Police Officer, Public Safety Officer, NOVA Alert, email or website communication.

**Lockdown**

An imminent threat of violence may be cause for a lockdown of all or part of campus. Some exterior doors will lock automatically. Emergency responders will lock others manually. The goal is to limit exposure of students, faculty and staff to danger by preventing dangerous persons from entering campus buildings.

If a lockdown is ordered:
• Stay inside! Do not leave the building unless an imminently dangerous situation arises inside. If outside, seek shelter in the nearest building.
• Take shelter in a lockable room, if possible.
• Close windows, shades and blinds, and avoid being seen from outside the room, if possible.
• Monitor NOVA Alert and email for updates and further instructions. A description of the actor will be disseminated as soon as possible using these methods.
• Report any emergency or unusual condition to Public Safety.
• Use discretion in admitting anyone into a secure building. Require that all backpacks and other bags be left outside at least 30 feet from the building. Require that the person seeking shelter open all outer garments for visual inspection before allowing entry.
• Once in a secure location, do not leave until receiving the “all clear” from a police officer, Public Safety officer, NOVA Alert, email or website communication.
Assessment of Emergency Plans

The University conducts regularly scheduled drills, exercises and appropriate follow-through activities designed for assessment and evaluation of emergency plans and capabilities. These include table top exercises, field exercises and tests of the emergency notification systems on campus.

Emergency response and evacuation procedures are tested on an annual basis. Each test is documented by the Department of Public Safety, including the date, time and whether it was announced or unannounced. Emergency response and evacuation procedures are publicized in conjunction with at least one test per calendar year.
Villanova’s Department of Public Safety responds to complaints on campus and coordinates investigations with outside agencies as necessary. The Department has entered into a Memorandum of Understanding with the Radnor Township Police Department regarding the response and investigation of criminal incidents. The University annually seeks statistical information from local police and files a yearly statistical crime report with the Pennsylvania State Police. Under its Student Crime Reporting Policy as set forth in the Student Handbook, the University strongly encourages students and employees to report criminal activity immediately to the Department of Public Safety, which will assist in reporting crimes to the local police if requested by the victim.

It is also Villanova’s policy to communicate on a frequent and ongoing basis with local police officials with respect to any crimes engaged in by students at non-campus locations.

Villanova University does not operate any off-campus housing or non-campus student organization facilities. However, many students live in the communities surrounding Villanova University. Local police routinely communicate with the Department of Public Safety, as well as the Dean of Students Office, regarding criminal activity in the surrounding area.
Drug and Alcohol Policy

The University’s Department of Public Safety employs both sworn Police Officers and non-sworn Security Officers. Through its sworn Police Officers, the University can arrest individuals for violations of local and state laws regarding alcohol and drugs. In addition, both Police and Public Safety Officers enforce the Code of Student Conduct, and violations will be referred to the Dean of Students Office for potential action.

Drugs

The use of narcotics and controlled substances without a prescription on University premises, as elsewhere, is illegal. Villanova University prohibits the unlawful manufacture, distribution, dispensation, sale, possession or use of any drug by any of its employees or students in its workplace, on its premises, or as part of any of its activities. The University may also, under appropriate circumstances in the University’s discretion, discipline its employees or students in response to the unlawful manufacture, distribution, dispensation, sale, possession or use of any drug outside its workplace or off its campus premises.

Alcohol

The possession, use, sale or furnishing of alcohol on Villanova University’s campus is governed by Pennsylvania state law, and the enforcement of these laws is at the discretion of the University and local police. The University’s Department of Public Safety and Resident Assistants refer students suspected of violations to the Dean of Students Office for disciplinary action. The policies and sanctions are set forth more fully in the Code of Student Conduct, http://www1.villanova.edu/villanova/studentlife/dean.html.

Villanova University policies permit the lawful keeping and consumption, in moderation, of alcoholic beverages on its property or property under its control by persons of legal drinking age (21 years or older). Students who are 21 years of age or older are permitted by the University to possess and consume a moderate amount of alcoholic beverages in their own residence hall rooms/apartments (and in another on-campus residence hall room/apartment where at least one resident has attained the age of 21) and designated areas in other University facilities. Legal-aged students are also permitted to allow legal-aged guests to possess and consume a moderate amount of alcohol in their residence hall room/apartment provided the legal-aged resident is present and assures compliance with all University policies as outlined in the Code of Student Conduct.

In addition, to the extent that the Villanova community serves society by developing and sustaining this environment, and to the extent that Villanova University confidently expects its
membership to comport themselves as to assure continuance and enhancement of the University, the University reserves the right to exercise discretion in taking disciplinary action against employees or students involved in off-campus activity.

Students with substance abuse problems may obtain information and seek support services from the Dean of Students Office, the Villanova Center for Campus Ministry, Campus Ministry personnel, the Office of Health Promotion and the University Counseling Center. All incoming freshmen are required to satisfactorily complete an alcohol education program called AlcoholEdu® for College.

Information and support services for University employees with substance abuse problems are available from the Human Resources Department, the University’s Employee Assistance Program, the Office of Health Promotion and the Villanova Center for Campus Ministry. The University contracts with Health Advocate for the delivery of the EAP+Work/Life services to full-time University employees.

For more detailed information about Villanova’s substance abuse policies and available support services for those with substance abuse problems, see the University’s Policy on Drug-Free Schools and Workplace, distributed annually and available from the Human Resources Department at https://www1.villanova.edu/villanova/hr/policies/university/drugfreeschools.html or visit the websites for the departments listed above, which are accessible through the University’s main website at: www.villanova.edu.

**Weapons Policy**

Villanova University Police Officers do carry firearms in their official capacity. Officers are also equipped with pepper spray, a collapsible baton, and handcuffs. Non-sworn Public Safety Officers do not carry firearms or any other weapon. Outside law enforcement personnel who are authorized to possess weapons may do so within the scope of their authority. No other persons are permitted to possess weapons on University property, even if such weapons are legally registered.

**Sexual Assault, Sexual Harassment and Other Sexual Misconduct**

Villanova University seeks to foster and maintain a community of mutual respect and concern for all of its members. There can be no greater violation of the terms of that community, or of the essential dignity of any member of it, than an act of sexual assault, sexual harassment, or other sexual misconduct. By Policy, “other sexual misconduct” includes dating violence, domestic violence and stalking, as those terms are defined by applicable Federal and State law. These acts constitute the deepest affront to University standards and are prohibited.

**Definitions**

There are numerous terms used by Villanova University in our Policy and Procedures.

**SEXUAL ASSAULT**—Having or attempting to have sexual intercourse or sexual contact with another individual without consent. This includes sexual intercourse or sexual contact achieved by the use or threat of force or coercion, where an individual does not consent to the sexual act, or where an individual is incapacitated. Sexual Assault includes rape, fondling, incest and statutory rape, defined as follows:

**RAPE**—Attempted or Actual Penetrations: Having or attempting to have non-consensual vaginal, anal, or oral penetration, however slight, with any object or body part, with another person.

**FONDLING**—Non-Consensual Sexual Contact: Having or attempting to have any non-consensual, non-accidental touching of a sexual nature. This touching can include, but is not limited to, kissing or touching the private parts of another, or causing the other to touch the harasser’s private parts.

**INCEST**—Incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**STATUTORY RAPE**—Statutory rape is sexual intercourse with a person who is under the statutory age of consent. In Pennsylvania, individuals under 13 years of age can never consent to intercourse; individuals younger than 16 years of age can never consent to intercourse with a partner more than four year their senior. For more about consent, see Part B below.

**SEXUAL EXPLOITATION**—Sexual exploitation is an act or omission to act that involves taking non-consensual, unjust, humiliating, or abusive sexual advantage of another, either for his or her own advantage or to benefit or advantage anyone other than the Complainant. Examples of sexual exploitation include but are not limited to the following:

- Creating a picture(s), movie(s), webcam, tape recording(s), graphic written narrative(s), or other means of memorializing sexual behavior or a state of undress of another person without the other’s knowledge and consent;
- Sharing items described in the paragraph above beyond the boundaries of consent where consent was given. For example, showing a picture to friends where consent to view it was given for oneself only;
- Observing or facilitating observation by others of sexual behavior or a state of undress of another person without the knowledge and consent of that person;
- “Peeping Tom” or voyeuristic behaviors;
- Engaging in sexual behavior with knowledge of an illness or
disease that could be transmitted by the behavior without full and appropriate disclosure to the partner(s) of all health and safety concerns;

• Engaging in or attempting to engage others in “escort services” or “dating services” which include or encourage in any way sexual behavior in exchange for money;
• Intentionally, knowingly, or surreptitiously providing drugs or alcohol to a person for the purpose of sexual exploitation; or
• Exposing another person to pornographic material without the person’s advance knowledge or consent.

STALKING—Stalking is a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety, or the safety of others, or suffer substantial emotional distress. The course of conduct means two or more acts in which the stalker follows, monitors, observes, surveils, threatens or communicates to or about a person, or interferes with a person’s property. This includes cyber-stalking, a particular form of stalking in which electronic media such as the internet, social networks, blogs, cell phones, texts, or other similar devices or forms of contact are used to pursue, harass, or make unwelcome contact with another person.

SEXUAL HARASSMENT—Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other physical, visual, or verbal behavior of a sexual nature where:

• Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or education; or
• Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting the individual; or
• Such conduct has the purpose or effect of:
  • Unreasonably interfering with an individual’s academic or professional performance; or
  • Creating an intimidating, hostile, or demeaning employment or educational environment.

A single isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe. The more severe the conduct, the less need to show a repetitive series of incidents to provide a hostile environment, particularly if the harassment is physical.

Examples of potentially sexually harassing behaviors include, but are not limited to, the following:

• Unwelcome sexual advances, sexual innuendo, or requests for sexual favors in person, by phone, by electronic message or photo, written words or images such as graffiti, and social media postings;
• Unwelcome behavior of a sexual nature by a faculty member, coach, or other staff person directed towards a student, a colleague, or other community member;
• A person in a position of authority (such as a faculty member, coach, supervisor) suggesting that an educational or employment benefit will result from submission to some unwelcome behavior of a sexual nature or will be denied for refusal to engage in sexual activity;
• Repeated sexual remarks, offensive stories, remarks about sexual activity or experiences, sexual innuendos or other suggestive comments that are unwanted and unwelcome by another;
• Displaying or showing pictures, cartoons, or other printed materials of a sexual nature in the workplace or in an educational setting where there is insufficient academic relevance;
• Exposing the private parts of one’s body to another person, or in public forums.

DATING VIOLENCE—Includes physically, sexually and/or psychologically abusive behavior that arises in the form of a direct violent act, or indirectly as acts that expressly or implicitly threaten violence. Dating Violence also occurs when one partner attempts to maintain power and control over the other through one or more forms of abuse, including sexual, physical, verbal or emotional abuse. Specifically, Dating Violence is violence or the threat of violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship is determined based upon the length of the relationship, the type of the relationship and the frequency of interaction between the persons involved in the relationship.

DOMESTIC VIOLENCE—Includes physically, sexually and/or psychologically abusive behavior that arises in the form of a direct violent act, or indirectly as acts that expressly or implicitly threaten violence. Domestic violence also occurs when one partner attempts to maintain power and control over the other through one or more forms of abuse, including sexual, physical, verbal or emotional abuse. Specifically, Domestic Violence is a crime of violence committed by a current or former spouse or intimate partner, or by a person with whom the Complainant shares a child in common. Domestic Violence also includes a crime of violence against a person who is cohabitating with or has cohabitated with the Complainant as a spouse or intimate partner, by a person similarly situated to a spouse of the Complainant under domestic or family violence laws of the Commonwealth of Pennsylvania, or by any other person against an adult or youth Complainant who is protected from that person’s acts under the domestic or family violence laws of the Commonwealth of Pennsylvania.
SEXUAL MISCONDUCT—The term Sexual Misconduct means any unwelcome conduct of a sexual nature and includes dating violence, domestic violence, sexual assault, sexual exploitation, sexual harassment and stalking.

RETAILATION—Retaliation is defined as attempts or acts to seek retribution including, but not limited to, any form of intimidation, reprisal, harassment, or intent to prevent participation in University proceedings under this Policy. Retaliation may include continued abuse or violence, other harassment, and slander and libel. Retaliation may be committed by any individual or group of individuals, not just a Respondent or Complainant. It may be committed against the Complainant, Respondent, or any individual or group of individuals involved in the investigation and/or resolution of an allegation of sexual assault, sexual harassment, or other sexual misconduct.

CONSENT—Consent is an explicitly communicated, reversible mutual agreement in which all parties are capable of making a decision. Consent is informed, voluntary, and actively given. Consent exists when all parties exchange mutually understandable affirmative words or behavior indicating their agreement to participate voluntarily in sexual activity.

The following further clarifies the meaning of Consent:

• Each participant in a sexual encounter must obtain consent for all sexual activities. Consent to one form of sexual activity does not constitute consent to engage in all forms of sexual activity.
• Consent consists of an outward demonstration indicating that an individual has freely chosen to engage in sexual activity. Relying on non-verbal communication can lead to misunderstandings. Consent may not be inferred from silence, passivity, lack of resistance or lack of an active response alone. A person who does not physically resist or verbally refuse sexual activity is not necessarily giving consent.
• If at any time it is reasonably apparent that either party is hesitant, confused, or unsure, both parties should stop and obtain mutual verbal consent before continuing such activity.
• Consent may be withdrawn by either party at any time. Once withdrawal of consent has been expressed through words or actions, sexual activity must cease.
• An individual who is physically incapacitated from alcohol or other drug consumption (voluntarily or involuntarily), or is unconscious, unaware, or otherwise physically impaired is considered unable to give consent. For example, one who is asleep or passed out cannot give consent.
• Individuals with a previous or current intimate relationship do not automatically give either initial or continued consent to sexual activity. Even in the context of a relationship, there must be mutually understandable communication that clearly indicates a willingness to engage in sexual activity.

COERCION—Consent must be freely given. Consent is not freely given if it results from the use or threat of physical force, intimidation, or coercion, or any other factor that would compromise an individual’s ability to exercise his or her own free will to choose whether or not to have sexual contact. Coercion includes the use of pressure and/or oppressive behavior, including express or implied threats of harm or severe and/or pervasive emotional intimidation, which (a) places an individual in fear of immediate or future harm or physical injury or (b) causes a person to engage in unwelcome sexual activity. A person’s words or conduct amount to coercion if they wrongfully impair the other’s freedom of will and ability to choose whether or not to engage in sexual activity. Coercion also includes administering a drug, intoxicant, or similar substance that impairs the person’s ability to give consent.

INCAPACITATION—An individual is incapacitated when he or she is not able to make rational, reasonable judgments and therefore is incapable of giving consent. Incapacitation is the inability, temporarily or permanently, to give consent, because the individual is mentally and/or physically impaired due to alcohol or other drug consumption, either voluntarily or involuntarily, or the individual is unconscious, asleep, or otherwise unaware that the sexual activity is occurring. In addition, an individual is incapacitated if he or she demonstrates that they are unaware of where they are, how they got there, or why or how they became engaged in a sexual interaction. Some indicators of incapacitation may include, but are not limited to, lack of control over physical movements, being unaware of circumstances or surroundings, or being unable to communicate for any reason.

ALCOHOL and OTHER DRUGS—Being intoxicated or impaired by alcohol or other drugs is never an excuse for sexual assault, sexual harassment or other sexual misconduct and does not diminish one’s responsibility to obtain consent. The University considers sexual contact while under the influence of alcohol or other drugs to be risky behavior. Alcohol and other drugs impair a person’s decision-making capacity, awareness of the consequences, and ability to make informed judgments. The use of alcohol or other drugs can limit a person’s ability to freely and clearly give consent and can create an atmosphere of confusion over whether or not consent has been freely and clearly sought or given. The perspective of a reasonable person will be the basis for determining whether a Respondent should have been aware of the extent to which the use of alcohol or other drugs impacted a Complainant’s ability to give consent.

All members of the University community are protected by and subject to the University’s Sexual Assault, Sexual
Harassment and Other Sexual Misconduct Policy (the “Sexual Misconduct Policy”). This Sexual Misconduct Policy provides the framework for eliminating sexual assault, sexual harassment, and other sexual misconduct from our community, preventing its recurrence, and addressing its effects. It applies to all on campus conduct, as well as any off-campus conduct that has an adverse impact on any member of the University community or the University. The Sexual Misconduct Policy can be found at [http://www1.villanova.edu/dam/villanova/studentlife/documents/healthpromotion/Villanova University Sexual Assault Policy COMPLETE.pdf](http://www1.villanova.edu/dam/villanova/studentlife/documents/healthpromotion/Villanova University Sexual Assault Policy COMPLETE.pdf).

Procedures to Follow if an Incident of Sexual Assault, Sexual Harassment or Other Sexual Misconduct Occurs—Accessing University Resources for Help and Support

Should an incident of sexual assault, sexual harassment, or other sexual misconduct occur, the University has both reporting procedures and support resources in place so that an individual does not need to face the effects of such an incident alone. The first concern is for the safety, health, and well-being of those affected. Confidential,

### Campus and Community Resources, Confidential and Non-Confidential, for Sexual Assault, Sexual Harassment and other Sexual Misconduct

#### ON-CAMPUS RESOURCES

<table>
<thead>
<tr>
<th>Resource</th>
<th>Telephone and/or email Contact</th>
<th>Role</th>
<th>Office Location</th>
<th>Confidential Resource?*</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>TITLE IX COORDINATOR Ms. Ryan Rost+</td>
<td>610-519-8805 <a href="mailto:ryan.rost@villanova.edu">ryan.rost@villanova.edu</a></td>
<td>Accepts reports. Liaison to Public Safety and/or SARC Oversees Title IX Compliance</td>
<td>204 Tolentine Hall</td>
<td>NO</td>
<td>Normal business hours</td>
</tr>
<tr>
<td>DEPARTMENT OF PUBLIC SAFETY David Tedjeske, Director of Public Safety &amp; Chief of Police Debra Patch, Associate Director, Title IX Investigator &amp; Deputy Title IX Coordinator</td>
<td>610-519-4444 Emergency 610-519-6979 <a href="mailto:david.tedjeske@villanova.edu">david.tedjeske@villanova.edu</a> Non-Emergency 610-960-4788 (cell) <a href="mailto:debra.patch@villanova.edu">debra.patch@villanova.edu</a></td>
<td>Accepts reports; Conducts criminal and/or administrative investigations; Serves as liaison with other law enforcement agencies</td>
<td>Garey Hall (intersection of County Line Road and Spring Mill Road)</td>
<td>NO</td>
<td>24/7</td>
</tr>
<tr>
<td>SEXUAL ASSAULT RESOURCE COORDINATOR(S)** (SARC)</td>
<td>484-343-6028 <a href="mailto:sarc@villanova.edu">sarc@villanova.edu</a></td>
<td>Provides support; Provides information about options and resources; Coordinates accommodations</td>
<td>Health Services Building, 1st floor</td>
<td>If contact is directly with SARC and confidentiality is requested, limited confidentiality may be permissible, see section IV A of policy, also below ***</td>
<td>On-Call 24/7</td>
</tr>
<tr>
<td>STUDENT HEALTH CENTER</td>
<td>610-519-4070</td>
<td>Provides medical care; Testing for sexually transmitted infections, pregnancy, and preaty drugs, such as GHB, Rohypnol and Ketamine, is available; Collection of evidence is not available and may be obtained at the following local hospitals: Bryn Mawr Hospital Lankenau Medical Center Paoli Memorial Hospital Philadelphia Sexual Assault Response Center</td>
<td>Health Services Building, 3rd floor</td>
<td>If confidentiality is requested of a Nurse/Nurse Practitioner, limited confidentiality may be permissible, see section IV A of Policy, also below.***</td>
<td>24/7 when classes are in session; 8 a.m.–4 p.m. at other times</td>
</tr>
<tr>
<td>UNIVERSITY COUNSELING CENTER</td>
<td>610-519-4050</td>
<td>Provides counseling</td>
<td>Health Services Building, 2nd floor</td>
<td>YES</td>
<td>Normal business hours and after hours—contact Student Health Center</td>
</tr>
<tr>
<td>RESIDENCE LIFE/ RESIDENT ASSISTANTS Tom DeMarco, Director</td>
<td>610-519-4154 or RAs located in each residence hall</td>
<td>Provides support. Serves as liaison with Public Safety and/or SARC</td>
<td>Kennedy Hall, 2nd floor</td>
<td>NO</td>
<td>24/7 (professional on-call or RA)</td>
</tr>
<tr>
<td>CAMPUS MINISTRY Fr. Arthur Purcaro</td>
<td>610-519-3546</td>
<td>Provides support</td>
<td>St. Rita's Hall, 1st floor</td>
<td>YES, if reporting to a priest in his capacity as pastoral counselor</td>
<td>On-call 24/7</td>
</tr>
<tr>
<td>Resource</td>
<td>Telephone and/or email Contact</td>
<td>Role</td>
<td>Office Location</td>
<td>Confidential Resource?*</td>
<td>Availability</td>
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<tr>
<td>CLERGY MEMBERS</td>
<td>Ft. Rob Hagan 610-519-6485 610-308-4422 (cell) <a href="mailto:robert.hagan@villanova.edu">robert.hagan@villanova.edu</a></td>
<td>Provides support</td>
<td>1st floor</td>
<td>YES, if in capacity as pastoral counselor</td>
<td>On-call 24/7</td>
</tr>
<tr>
<td>DEAN OF STUDENTS OFFICE:</td>
<td>Paul Pugh, Dean of Students 610-519-4200 <a href="mailto:paul.pugh@villanova.edu">paul.pugh@villanova.edu</a> Nicholas Tumolo, Assistant Dean of Students <a href="mailto:nicholas.tumolo@villanova.edu">nicholas.tumolo@villanova.edu</a></td>
<td>Adjudicates complaints; Provides information concerning Code of Student Conduct Procedures Coordinates accommodations</td>
<td>213 Dougherty Hall</td>
<td>NO</td>
<td>Normal business hours</td>
</tr>
<tr>
<td>HEALTH PROMOTION</td>
<td>Stacy Andes, Director 610-519-7409 <a href="mailto:stacy.andes@villanova.edu">stacy.andes@villanova.edu</a></td>
<td>Provides prevention education programs</td>
<td>Health Services Building, 1st floor</td>
<td>NO, unless acting in her capacity on the SARC team</td>
<td>Normal business hours</td>
</tr>
<tr>
<td>SEXUAL HARASSMENT COMPLAINT OFFICER &amp; DEPUTY TITLE IX COORDINATOR Kathy Byrnes, Associate Vice President</td>
<td>610-519-4550 <a href="mailto:kathleen.byrnes@villanova.edu">kathleen.byrnes@villanova.edu</a></td>
<td>Accepts sexual harassment reports Conducts sexual harassment investigations</td>
<td>202 Dougherty Hall</td>
<td>NO, unless acting in her capacity on the SARC team</td>
<td>Normal business hours</td>
</tr>
<tr>
<td>STUDENT LIFE</td>
<td>Rev. John P. Stack, OSA, Vice President 610-519-4550 <a href="mailto:john.stack@villanova.edu">john.stack@villanova.edu</a> Kathy Byrnes, Associate Vice President &amp; Deputy Title IX Coordinator <a href="mailto:kathleen.byrnes@villanova.edu">kathleen.byrnes@villanova.edu</a></td>
<td>Provides support</td>
<td>202 Dougherty Hall</td>
<td>NO, unless acting in her capacity on the SARC team</td>
<td>Normal business hours</td>
</tr>
<tr>
<td>FINANCIAL ASSISTANCE</td>
<td>610-519-4010 <a href="mailto:finaid@villanova.edu">finaid@villanova.edu</a></td>
<td>Provides information about financial assistance</td>
<td>Kennedy Hall, Second Floor</td>
<td>NO</td>
<td>Normal business hours</td>
</tr>
<tr>
<td>VISA AND IMMIGRATION SERVICES</td>
<td>610-519-4095 <a href="mailto:steve.mcwilliams@villanova.edu">steve.mcwilliams@villanova.edu</a></td>
<td>Provides support to international students</td>
<td>Connelly Center, Second Floor</td>
<td>NO</td>
<td>Normal business hours</td>
</tr>
<tr>
<td>HUMAN RESOURCES</td>
<td>Ellen Krutz 610-519-4237 <a href="mailto:ellen.krutz@villanova.edu">ellen.krutz@villanova.edu</a> Albert Baladez, Director, Employee Relations and Compliance and Deputy Title IX Coordinator 610-519-4238 <a href="mailto:albert.baladez@villanova.edu">albert.baladez@villanova.edu</a></td>
<td>Accepts employment discrimination reports Conducts employment discrimination investigation</td>
<td>105F St. Mary’s Hall</td>
<td>NO</td>
<td>Normal business hours</td>
</tr>
<tr>
<td>HEALTH ADVOCATE</td>
<td>866-799-2728 or HealthAdvocate.com/members</td>
<td>Provides information about resources and counseling for employees</td>
<td>YES</td>
<td>24/7</td>
<td></td>
</tr>
<tr>
<td>ANONYMOUS REPORTING HOTLINE (EthicsPoint)</td>
<td>1-855-236-1443 <a href="http://www.villanova.ethicspoint.com">www.villanova.ethicspoint.com</a></td>
<td>Accepts reports</td>
<td>YES, if reporter so desires</td>
<td>24/7</td>
<td></td>
</tr>
</tbody>
</table>

* Confidential means the person will not report the incident to Public Safety except, in some cases, as an incident without identifying information (to comply with Clery reporting requirements on crime statistics). Other resources are private, meaning the report and names may be shared but only with University employees who are involved in the investigation or resolution of such incidents or as required by law.

** Sexual Assault Resource Coordinator (SARC) The University has designated a Sexual Assault Resource Coordinator team to provide immediate assistance and support to any individual wishing to make a report of sexual assault, sexual harassment, or other sexual misconduct. The Sexual Assault Resource Coordinator on call at the time of the contact will meet with the individual, provide information about safety, emotional and physical well-being, on campus and community resources, possible interim measures, and review the individual’s options to address the complaint under this Policy. The Sexual Assault Resource Coordinator also provides ongoing support and assistance through any University and/or criminal justice review, investigation, or resolution process. The University’s Sexual Assault Resource Coordinator can be reached at 484-343-6028 and is available 24 hours/day.

*** Except from Policy (IV A) on confidentiality of reports to the Sexual Assault Resource Coordinator (SARC) or Nurses and Nurse Practitioners: Semi-Confidential Resources. Nurses and Nurse Practitioners at the Student Health Center and members of Sexual Assault Resource Coordinator team may talk with an individual in confidence and generally only report that an incident occurred without revealing any personally identifying information about the individual. A report of sexual misconduct to such a person will prompt an investigation by the Title IX Coordinator or Public Safety into the matter, but without the cooperation of the Complainant and consistent with the Complainant’s wishes for confidentiality, such investigation may be limited. Should there be a continuing threat to the community, a campus-wide safety alert could be issued in order to protect the community. Safety alerts do not contain identifying information about the reporting person.

* The University has appointed Ms. Ryan Rost as its Title IX Coordinator. The Title IX Coordinator oversees the University’s centralized review, investigation, and resolution process for reports of sexual assault, sexual harassment, and other sexual misconduct, and coordinates the University’s compliance with Title IX. See Appendix C of the University’s Sexual Assault, Sexual Harassment and Other Sexual Misconduct Policy for the complete Title IX Notice.
### OFF-CAMPUS COMMUNITY RESOURCES

<table>
<thead>
<tr>
<th>Resource</th>
<th>Phone Contact</th>
<th>Confidentiality?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Local Law Enforcement</strong>&lt;br&gt;Radnor Township&lt;br&gt;Lower Merion Township&lt;br&gt;Conshohocken Township&lt;br&gt;Upper Merion Township&lt;br&gt;Tredyffrin Township</td>
<td>911&lt;br&gt;610-688-0503&lt;br&gt;610-649-1000&lt;br&gt;610-828-4032&lt;br&gt;610-265-3232&lt;br&gt;610-647-1440</td>
<td>NO</td>
</tr>
<tr>
<td><strong>Delaware County Prosecutor's Office</strong></td>
<td>610-891-4161</td>
<td>NO</td>
</tr>
<tr>
<td><strong>Delaware County Women Against Rape—24 hour HOTLINE (24/7)</strong></td>
<td>610-566-4342&lt;br&gt;610-566-4342</td>
<td>YES</td>
</tr>
<tr>
<td><strong>Community Legal Services of Philadelphia&lt;br&gt;Delaware County Bar Association</strong></td>
<td>215-391-3700&lt;br&gt;610-566-6627</td>
<td>YES&lt;br&gt;NO</td>
</tr>
<tr>
<td><strong>Philadelphia Sexual Assault Response Center 24/7 (support, medical treatment, and collection of evidence available)</strong></td>
<td>267-331-2490&lt;br&gt;3rd Floor&lt;br&gt;222 North 17th Street&lt;br&gt;Philadelphia, PA 19103&lt;br&gt;300 E. Hunting Park Ave. Philadelphia, PA 19124&lt;br&gt;215-425-1625</td>
<td>YES&lt;br&gt;NO</td>
</tr>
<tr>
<td><strong>Local Hospitals (medical treatment and collection of evidence available; testing for predatory drugs may not be available but is available at the Student Health Center)</strong>&lt;br&gt;Bryn Mawr Hospital&lt;br&gt;Lankenau Medical Center&lt;br&gt;Paoli Memorial Hospital</td>
<td>484-337-5000&lt;br&gt;484-476-2000&lt;br&gt;484-565-1000</td>
<td>NO&lt;br&gt;Under Pennsylvania law, a hospital medical provider may be required to notify law enforcement of a reported sexual assault. The Complainant may decline to speak with a law enforcement officer or participate in a criminal prosecution.</td>
</tr>
<tr>
<td><strong>Federal Student Aid Information Center</strong></td>
<td>1-800-433-3243&lt;br&gt;www.fafsa.gov</td>
<td>NO</td>
</tr>
<tr>
<td><strong>Visa Services</strong>&lt;br&gt;US Department of State—www.state.gov</td>
<td>222 North 17th Street&lt;br&gt;Philadelphia, PA 19103&lt;br&gt;267-331-2490</td>
<td>NO&lt;br&gt;YES if legal services provided</td>
</tr>
<tr>
<td><strong>Immigration Services</strong>&lt;br&gt;US Citizen and Immigration Services <a href="http://www.uscis.gov">www.uscis.gov</a></td>
<td>222 North 17th Street&lt;br&gt;3rd Floor&lt;br&gt;Philadelphia, PA 19103&lt;br&gt;267-331-2490</td>
<td>NO&lt;br&gt;YES if legal services provided</td>
</tr>
<tr>
<td><strong>Catholic Social Services of Philadelphia Immigration Program</strong>&lt;br&gt;<a href="http://cssphiladelphia.org/css/community">http://cssphiladelphia.org/css/community</a></td>
<td>222 North 17th Street&lt;br&gt;3rd Floor&lt;br&gt;Philadelphia, PA 19103&lt;br&gt;267-331-2490</td>
<td>NO&lt;br&gt;YES if legal services provided</td>
</tr>
</tbody>
</table>

The University strongly encourages reporting of the incident to the Sexual Assault Resource Coordinator, Department of Public Safety and/or to law enforcement. An individual does not have to decide whether or not to request any specific action by the University at the time the report is made, nor is there a time limit on reporting. Villanova is committed to supporting the rights of a person reporting an incident of sexual assault, sexual harassment, or other sexual misconduct to make an informed choice among options and services available both on and off campus.

**Medical Attention and Preservation of Evidence**

When an incident of sexual assault or other sexual misconduct is reported to a campus resource, the individual’s physical well-being should be addressed as soon as possible, whether or not the individual wishes to make a formal report to Public Safety or law enforcement. A medical provider can diagnose and treat the full extent of any injury or physical effect.

The medical exam is also important in order to properly collect and preserve evidence. There is a limited window of time (typically 72 to 96 hours) following an incident of sexual assault to preserve physical and other forms of evidence for proof of a criminal offense and assistance in obtaining a protective order. In the event of a report immediately following an incident of sexual assault, an individual is encouraged to not shower, bathe, douche, brush teeth, drink, or change clothing prior to seeking medical treatment. Similarly, any clothing or bedding should remain untouched pending collection by law enforcement. Whether or not an individual has chosen how to proceed at the time of the medical examination, taking the step to gather evidence will preserve the full range of options to seek resolution through the University’s complaint processes or through the pursuit of criminal investigation.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to University hearing boards/investigators or police. The preservation of this type of evidence is important and may assist in obtaining a protection order and/or proving that a criminal offense, such as dating violence, domestic violence or stalking, has occurred.

Please note that under Pennsylvania law, a medical provider may be required to notify law enforcement of a reported sexual assault under most circumstances. Although the medical provider will provide information to law enforcement, the reporting person may decline to speak with a law enforcement officer or participate in a criminal prosecution.

**Confidential Counseling and Support**

Students or employees wishing to obtain confidential assistance or access to campus resources without making a report to the University may do so by speaking with professionals who are obligated by law to maintain confidentiality. These professionals are: counselors in the University Counseling Center, members of the clergy who are serving as Pastoral Counselors, or representatives of the Employee Support Program.
Making a Report

An individual may report an incident of sexual assault, sexual harassment or other sexual misconduct to law enforcement, the Department of Public Safety and/or the Title IX Coordinator. See charts on pages 21–22 for contact information. University personnel will assist the reporting person in notifying those authorities if the person should request. A complaint may be pursued through the criminal process or through the University disciplinary process consecutively or concurrently.

The victim may also choose to decline to notify law enforcement as well as campus authorities.

When a student or employee reports to the University that they have experienced a sexual assault, sexual harassment or other sexual misconduct, whether the offense occurred on or off campus, the University will provide the student or employee a written explanation of his or her rights and options. When an incident of sexual assault, sexual harassment, or other sexual misconduct is reported to a campus authority, the University may designate an investigator of its choosing. The Associate Director of Public Safety or his designee will typically oversee the administrative investigation of all sexual misconduct reports where the Respondent is a student. The Director of Public Safety & Chief of Police oversees the criminal investigation of all sexual misconduct reports conducted by the Department, regardless of Respondent’s affiliation with the University. Normally, the investigation will include interviewing the parties, interviewing witnesses as appropriate, and collecting relevant documentary, electronic, or other evidence. A criminal investigation may also include the collection of physical and/or forensic evidence, and that evidence may also be presented at an Administrative Hearing. At the conclusion of the investigation, reports are shared with the University authorities empowered to act on violations of University policy. Investigations of sexual harassment involving employees are overseen by the University’s Sexual Harassment Officer (see Title IX Notice: http://www1.villanova.edu/villanova/hr/policies/university.html).

Following a report of sexual assault, sexual harassment or other sexual misconduct, the University will provide interim support and reasonable protection against further acts of misconduct, harassment, or retaliation as needed, as well as provide services and resources to provide a safe educational and employment environment. These interim measures are available regardless of whether the Complainant chooses to report to the Department of Public Safety or police department with jurisdiction.

Individuals seeking such assistance should speak with the Sexual Assault Resource Coordinator on call, the Assistant Dean of Students, or a Title IX Coordinator. The University will maintain consistent contact with the parties to ensure that all safety, emotional, and physical well-being concerns are being addressed.

The University will determine the necessity and scope of any interim measures pending the completion of the complaint process. Even when a Complainant or Respondent does not specifically request that protective action be taken, the University may still choose to impose interim measures at its discretion to ensure the safety of any individual, the broader University community, or the integrity of the review process, or for any other lawful reason. The University will maintain as confidential any interim measures taken to the extent maintaining such confidentiality would not impair the ability to provide the measures.

All individuals are encouraged to report concerns about failure of another individual to abide by any restrictions imposed by an interim measure. The University will take prompt responsive action to enforce a previously implemented interim measure.

The University may impose any interim measures that can be tailored to achieve the goals of this Policy, even if not specifically listed here. The range of interim measures includes, but is not limited to:

1. NO CONTACT ORDER: The Complainant or Respondent may request, or the University may impose, communication and contact restrictions to prevent further potentially harmful interaction. These communication and contact restrictions generally preclude in person, telephone, electronic or third party communications.

    An individual may also seek a protection/anti-harassment order from the local court of the Commonwealth of Pennsylvania. This is a civil proceeding independent of the University. If a court order is issued the University will, to the extent possible, assist the protected person in benefiting from the restrictions imposed by the court and will also facilitate on-campus compliance with the order.

2. ESCORT: The University may provide an escort to a Complainant to ensure safe movement between classes and activities.
3. ACADEMIC, EMPLOYMENT, LIVING OR TRANSPORTATION ARRANGEMENTS: A Complainant or Respondent may request a change in his own academic, employment, living or transportation arrangements after a report of sexual assault, sexual harassment, or other sexual misconduct by speaking with the Sexual Assault Resource Coordinator, the Assistant Dean of Students, or a Title IX Coordinator. A request for an employment change in the case of sexual harassment where the Respondent is an employee may also be directed to the Sexual Harassment Complaint Officer or the Office of Human Resources. Upon request the University will inform the Complainant or Respondent of the options and will accommodate the request if those changes are reasonably available. In some cases the University may initiate these changes without a request. These may include a change in class or work schedule, a change in living accommodations, academic accommodations, and/or a voluntary leave of absence.

4. EMOTIONAL SUPPORT: The University will assist in providing counseling services through the University Counseling Center or will assist in providing a referral to off-campus support agencies.

5. SUPPORT FOR THE RESPONDENT: Villanova provides on-campus resources to assist a Respondent in obtaining emotional support through counseling, as well as help navigating the disciplinary process. A University Respondent Resource Coordinator is available to provide support for students accused of sexual assault, sexual harassment, or other sexual misconduct. The Respondent Resource Coordinator will assist a Respondent with obtaining emotional support through counseling; navigating the disciplinary process; and assisting with other questions and concerns. The Respondent Resource Coordinator does not act as legal counsel. The Respondent Resource Coordinator can be reached at respondentresource@villanova.edu.

6. INTERIM SUSPENSION: To provide for the safety of any individual or the broader campus community, or for any other lawful purpose, the University may suspend a Respondent on an interim basis. For students, the applicable provisions of the Code of Student Conduct shall apply.

Further, Villanova University complies with Pennsylvania law in recognizing orders of protection. Any person who obtains an order of protection from Pennsylvania or any reciprocal state should provide a copy to the Department of Public Safety and the Title IX Coordinator. A Complainant may then meet with Public Safety to develop a safety action plan, which is a plan for Public Safety and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, or changing classroom location, etc.) The University cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).

All accommodations or protective measures will be maintained as private to the extent that maintaining such privacy would not impair the ability of the University to provide them. Villanova University will complete publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20).

Procedures for Conduct Review
Villanova University’s procedures for student disciplinary action, including the Special Procedures Governing Proceedings involving allegations of sexual assault, sexual harassment and other sexual misconduct, are set forth in full in the Code of Student Conduct contained in the Student Handbook (the “Blue Book”), available to all students through the University’s website at: http://www1.villanova.edu/villanova/studentlife/dean.html or in hard copy from the Dean of Students Office, 213 Dougherty Hall. These are also the procedures under Title IX for addressing claims of sexual assault, sexual harassment and other sexual misconduct where the alleged conduct is by a student. These procedures are designed to provide for a prompt, fair and impartial response, from the initial investigation to the final result, for the resolution of such complaints and remedies for the reporting person in the event an incident of sexual misconduct is determined to have occurred.

Once a complaint has been initiated through the Dean of Students Office, the Conduct Review Officer will promptly meet with the accused student (hereafter referred to as the “Respondent”). During this meeting, the Respondent is notified of the alleged violation(s) of the Code and afforded the opportunity to review the facts which form the basis for the allegation. The Conduct Review Officer will explain the rights and options available as well as describe potential sanctions for the alleged violation in question. If a student fails to respond to notice of a meeting with the Conduct Review Officer, he/she may find the student responsible in his absence and sanction the student accordingly, and/or place a hold on the student’s records until the meeting takes place.

If a Respondent chooses to withdraw from the University subsequent to the filing of a report, the investigation and proceedings may continue and he/she may be found responsible in his absence. In these instances, the student will no longer be eligible to register or attend classes, reside on campus, use University facilities, and may not be on campus for any reason(s).
Rights of the Respondent
The Respondent will be entitled to exercise the following procedural rights when responding to a complaint against him or her for alleged violations of the Code of Student Conduct:

1. The right to choose whether or not to participate in disciplinary proceedings, with the understanding that findings and sanctions may be imposed with or without such participation;
2. The right to notice of the allegation that a violation of the Code has taken place;
3. The right to notification of disciplinary proceedings related to the complaint and of prompt time frames anticipated for major stages of the complaint process;
4. The right to notice of the factual allegations which form the basis for the complaint;
5. The right to a prompt and impartial response and resolution of complaints;
6. The right to have the University or Complainant bear the burden of proof by a preponderance of the evidence;
7. The right to present relevant statements, materials and witnesses during disciplinary proceedings;
8. The right to review all written statements and materials presented at the proceedings;
9. The right to notification of any finding of responsibility;
10. The right to an Advisor;
11. The right to be free from retaliation for participating in the University’s investigation and fact-finding process; and
12. The right of appeal consistent with the provisions of this Code.

Rights of the Complainant
The Complainant will be entitled to exercise the following procedural rights when pursuing a complaint against another student for alleged violations of the Code of Student Conduct:

1. The right to choose whether or not to participate in disciplinary proceedings;
2. The right to notification of disciplinary proceedings and of prompt time frames anticipated for major stages of the complaint process;
3. The right to notice of the factual allegations based on any response by the Respondent;
4. The right to a prompt and impartial response and resolution of the complaint;
5. The right to present relevant statements, materials and witnesses during the disciplinary proceedings;
6. The right to review all written statements and materials presented at the proceedings;
7. The right to notification of the outcome of the complaint as set forth herein;
8. The right to have an Advisor;
9. The right to be free from retaliation for filing a complaint or participating in the University’s investigation and fact-finding process; and
10. The right of appeal consistent with the provisions of this Code.

Procedural Options and Process for Disciplinary Resolution
Resolution of alleged violations of the Sexual Assault, Sexual Harassment and Other Sexual Misconduct Policy will occur by administrative action, administrative review, or a Conduct Review Board as determined by the Conduct Review Officer in consultation with appropriate University officials. This determination will be based on: the seriousness of the alleged violation(s); the seriousness of potential disciplinary outcomes; the complexity of the facts of the case; and whether the Respondent has accepted responsibility. The Conduct Review Officer will endeavor to ensure fairness to all involved and issue sanctions accordingly. Mediation will not be used for resolution of these matters.

All parties involved in a disciplinary proceeding are required to keep the information learned in preparation for the proceedings and at the proceedings private. Consistent with the Family Educational Rights and Privacy Act (FERPA) regulations, Conduct Review Board members may not share any copies of documents unless otherwise required by the law. All copies provided must be returned to the University at the conclusion of the proceeding and any appeals.

A. ADMINISTRATIVE ACTION
If a Respondent admits responsibility and the facts of the case are not in dispute, the Respondent will be sanctioned accordingly by the Conduct Review Officer. The Conduct Review Officer will provide both parties notice of the sanction(s) imposed. Acceptance of responsibility may be rejected by the Conduct Review Officer. Respondents who accept responsibility do not waive their right to appeal for review of the sanction as outlined below.

B. ADMINISTRATIVE REVIEW
If a Respondent denies responsibility, the matter may be adjudicated through an administrative review by the Conduct Review Officer as determined by the Conduct Review Officer in consultation with appropriate University officials. The Conduct Review Officer will meet with the Complainant and Respondent, separately, to explain the process. The investigative report is reviewed in advance and will serve as evidence in the proceedings. Both parties will have notice of the proceedings, the opportunity to review the investigative report in advance, and the opportunity to
present relevant information and/or witnesses to the Conduct Review Officer. The Conduct Review Officer will follow the general procedures outlined for the University Conduct Review Board in conducting this proceeding. The role of the Advisor will follow the guidelines as outlined in the University Conduct Review Board. The Conduct Review Officer will determine responsibility and render a decision as to what sanctions, if applicable, may be implemented. The Conduct Review Officer will provide both parties notice of the sanction(s) imposed. Both parties have the right to appeal as outlined below.

The Conduct Review Officer may at any time refer the matter to a Conduct Review Board after consultation with appropriate University officials.

C. CONDUCT REVIEW BOARD

As an institution of higher education, the University Conduct Review Board proceedings are administrative in nature and designed to determine responsibility for alleged violations. As such, the Board’s procedures are governed by University policies, not by processes associated with the criminal justice system. A Conduct Review Board (Board) is generally composed of a chair of the Board, who is normally an attorney (Chair), one student, one faculty member and one administrator. All Boards will have student body representation on them. All members of the Board shall be impartial with no conflict of interest between the Board member and any party. All members of the Board shall receive appropriate training on the dynamics of sexual assault, sexual harassment or other sexual misconduct prior to serving on the Board of any case involving such allegations.

The Chair shall actively participate in Board proceedings, ask questions, run the proceedings, advise the Board on procedural and legal issues and draft the decision reached by a majority of the Board. The Chair may, or may not be an employee of the University and shall be a non-voting member of the Board. The Conduct Review Officer, as assigned by the Dean of Students, will facilitate the administrative needs of the Board and be present during the proceedings to provide assistance to the Board.

Conduct Review Board Procedures

The Conduct Review Officer will inform the Complainant and Respondent of the Board’s procedures and the date and time of the proceedings. The Complainant and Respondent are expected to cooperate fully with the Board. If either party fails to appear at a scheduled proceeding, the Board may proceed without him/her.

The Complainant and/or the Respondent may challenge the composition of the Conduct Review Board if he/she believes that a conflict of interest exists with a Board member. The student making this challenge must submit a written request to the Conduct Review Officer with specific and verifiable documentation. All objections must be raised within three days of receiving notification of the composition of the Conduct Review Board. The Conduct Review Officer will make the determination whether to replace the Board member. The Complainant and Respondent may not contact members of the Board, or have third parties contact the Board, prior to the convening of the Board.

All proceedings shall be held in appropriate facilities designated by the Conduct Review Officer and shall be private. The Conduct Review Officer may accommodate concerns for the personal safety, well-being and/or fears of confrontation of the Complainant, Respondent, and/or other witnesses during the disciplinary proceedings, as determined in the sole judgment of the Conduct Review Officer to be appropriate.

A Complainant, and/or a Respondent participating in a Conduct Review Board proceeding may be accompanied by an Advisor of their choosing. The Advisor’s role is limited, as more fully set forth below, to providing support, guidance or advice to the involved student before and during the proceeding.

The Advisor is not entitled to address the Conduct Review Officer, the Conduct Review Board, the witnesses, or act in any advocacy capacity at the proceeding. The student and their Advisor may confer at reasonable times during the proceeding, but the Advisor may not advocate, or address specific questions, responses, or statements to individuals present at the proceedings. Violations of the guidelines will normally result in a warning being issued to the Advisor by the Chair, or the Conduct Review Officer. Disruptive, threatening, intimidating, or uncivil behavior and/or repeated violations shall result in the Advisor being asked to leave the proceedings.

If the involved students wish to be accompanied by an Advisor during the Conduct Review Board proceedings, he or she must inform the Conduct Review Officer, in writing, a minimum of two business days in advance of the proceeding and indicate the name and contact information for the Advisor.

In Board proceedings involving more than one Respondent, the Conduct Review Officer, in his or her sole discretion, may permit the proceedings concerning each student to be conducted either separately or jointly.

The Complainant and the Respondent may present statements concerning the alleged violation(s) and may present relevant witnesses. The witnesses must be identified in advance, and their
statements should be included in the investigation conducted by the Department of Public Safety. The Board may consider written statements or other supporting documentation. The Respondent and the Complainant may review all written statements and materials presented to the Board at least five business days prior to the commencement of the proceedings. During the proceedings, the Respondent, the Complainant and the witness will direct their comments only to the Board. Witnesses will provide information to and answer questions from the Board. Questions may be suggested by the Respondent and/or Complainant to be answered by each other or by other witnesses. In such instances, those questions will be directed to the Chair rather than to the witness directly. The Chair will determine whether or not those questions are appropriate, relevant and not repetitious. This method is used to preserve the educational tone of the proceedings and to avoid creation of an adversarial environment.

Formal rules of evidence shall not apply. In the Chair’s discretion, evidence, including hearsay, shall be permitted if it is relevant, reliable, not unduly repetitious, and it is the sort of information on which responsible persons are accustomed to rely in the conduct of serious affairs. Evidence of character will not be considered by the Board in making factual determinations.

In general, a party’s prior sexual history is not relevant and will not be admitted as evidence at a proceeding. Under limited circumstances, however, a prior consensual relationship between the parties may be deemed relevant based on the attendant facts and circumstances. In addition, evidence of pattern of similar conduct against the Respondent may also be deemed relevant based on the attendant facts and circumstances. Any party seeking admission of prior sexual history and/or evidence of similar conduct, or seeking to challenge such evidence, must do so in advance of the proceedings by advising the Conduct Review Officer in writing. The written notice shall set forth the evidence the party is seeking to introduce and the relevancy of such information. The Chair will make the determination as to the admissibility of this information and will instruct all parties accordingly regarding any limit in scope or admissibility.

After all statements and materials have been presented, the Complainant and the Respondent may present final comments to the Board. Subsequently and in private, the Board will promptly determine by a preponderance of the evidence that is, whether the conduct was more likely than not to have occurred as alleged, whether the Respondent has violated the Code of Student Conduct. The Board’s determination shall be by majority vote. The Chair will provide the written Findings of Fact and Determination to the Conduct Review Officer. The Conduct Review Officer will promptly convey the Board’s decision to both the Respondent and the Complainant. This notification will occur separately and nearly simultaneously. The Conduct Review Officer will then determine the sanction and notify both parties separately and nearly simultaneously of the sanction imposed. The final results of the disciplinary process will be provided in writing to both the Complainant and the Respondent. Both parties have the right to appeal as outlined below.

If, during the course of the proceedings, further violations of the Code of Student Conduct become apparent, the Board may recommend that such alleged violations be considered as a separate case.

Appropriate documentation will be maintained as required to allow the University to comply with applicable law.

**Sanctions**

After the finding or admission of responsibility the Conduct Review Officer will impose sanctions after considering the following:

1. Statements made or evidence presented during the disciplinary proceedings;
2. Prior disciplinary record of the Respondent;
3. Disciplinary precedent;

The Conduct Review Officer may consult with other University officials as she/he deems appropriate.

Sanctions serve to reinforce that students are held responsible and accountable for their behavior. This is accomplished by measures to educate, to deter future misconduct and to provide consequences for one’s actions.

Villanova University reserves the right to notify parent(s)/legal guardian(s) about the disciplinary status of their son/daughter, to the extent consistent with the provisions of the Family Educational Rights and Privacy Act.

The following disciplinary sanctions shall comprise the range of official actions which may be imposed for violations of regulations. One or more may be imposed in response to a given situation.

**A. VERBAL/WRITTEN DISCIPLINARY WARNING**

A Verbal/Written Disciplinary Warning is an official verbal/written notice to a student that a particular action or type of behavior is in violation of stated regulations or policies, and, therefore, unacceptable. Continuation of similar behavior or future violation may be cause for more severe disciplinary action.

**B. PROBATIONARY WARNING**

Probationary Warning is an official written notice to a student that continued non-compliance with University standards of conduct will result in more severe disciplinary action as well as imposition of other restrictions/conditions of membership.
Further offenses or violations will result in Disciplinary Probation or more severe disciplinary action.

C. DISCIPLINARY PROBATION
Disciplinary Probation is an official written notice to a student that violation of University regulations or policies, or patterns of behavior contrary to University standards or expectations, is not tolerated. Repeated offenses or violations of any conditions of probation will result in more severe action, including possible Loss of Good Standing, Suspension or Expulsion from the University. Disciplinary Probation lasts for a stated period of time and a copy of the probation notice is maintained in a disciplinary file in the Office of the Dean of Students.

D. LOSS OF GOOD DISCIPLINARY STANDING
An action which excludes a student from all of the following: representing the University in intercollegiate activities; holding any elected or appointed office in a University recognized organization; being selected from certain committees or programs; membership in student organizations; and participation in non-academic activities and functions for a stated period of time. This sanction permits a student to pursue his academic course work without interruption. It is the strongest sanction short of suspension.

E. PERMANENT LOSS OF CAMPUS RESIDENCY
An action which permanently excludes a student from residence on campus.

F. SUSPENSION
Suspension is an action which excludes a student from registration, class attendance, residence on campus, and use of University facilities for a specific period of time. Suspended students are not permitted on the campus without prior approval of the Dean of Students. Suspension is recorded in a disciplinary file in the Office of the Dean of Students. Upon termination of the period of suspension, the student shall be considered for readmission if:
   1. The student is academically eligible for readmission; and
   2. The student has complied with any conditions for readmission placed upon the student by the Dean of Students and/or his designate.

G. EXPULSION
Expulsion is an action which permanently excludes a student from registration, class attendance, residence on campus, and use of University facilities. Expelled students are not permitted on the campus for any reasons. Expelled students who enter the campus are subject to arrest. Disciplinary expulsion is recorded in a disciplinary file in the Office of the Dean of Students.

H. ATTENDANT RESTRICTIONS
In conjunction with the sanctions above, students may be subject to one or more of the following attendant restrictions:
   1. Disciplinary Fines: payment by the student of reasonable monetary fines to the Bursar’s Office. These monetary payments may be for punitive purposes or for purposes of restitution because of damage to persons or property; or misappropriation of property.
   2. Disciplinary Residence Hall Room Change: an action which requires a student to vacate his current room and relocate to another room because of disciplinary reasons.
   3. Exclusion from University Property, University Events, Intramural Sports, Extracurricular and Residence Hall Activities: an action which excludes a student from University buildings, intramural sports, extracurricular activities and residence hall activities for a stated period of time.
   4. Community Service: an action that requires a student to give a specific number of hours of uncompensated service to some task recognized as valuable to the University community. The Conduct Review Officer will make the particular assignment of duties. The person under whose direction the work is done shall certify to the Conduct Review Officer when the work has been completed. Failure to complete the service within a specific period of time will result in additional disciplinary action. The Conduct Review Officer has the discretion to assign work in the community-at-large or on-campus service.
   5. Restrictions on Housing Lottery: an action which may exclude a student from participation in a particular housing lottery or affect his or her ranking within a particular lottery.
   6. Dean of Students Hold on Records: A hold may be placed on the academic records of any student who fails to comply with any requirements imposed following a violation of the Code of Student Conduct. A hold may prevent, among other things, class registration, the release of transcripts, and the award of a diploma. Students who are suspended or expelled from the University are subject to a hold to prevent class registration.
   7. Educational Measures: An action that requires the student to complete an educational task as assigned by the Conduct Review Officer or the Dean of Students. Failure to complete this assignment within a specific period of time will result in additional disciplinary action. They include, but are not limited to, research and educational writing assignments, alcohol and drug education, and anger and behavioral management classes.
   8. Temporary Loss of Campus Residency: An action which
excludes a student from residence on campus. A student who loses campus residency may be considered for future on-campus accommodations at the discretion of the Dean of Students.

9. No Contact Directive: This is an official notice to a student that he/she may not communicate or interact with another student. This includes contact of any kind including, but not limited to, in-person, by phone, text message, social media, or any other electronic means. This also includes contact through third-party individuals.

APPEALS

The Dean of Students or his designate (hereafter referred to as the “Dean of Students”) will review appeals for new disciplinary proceedings or a review of sanction. The Dean of Students may consult with other University officials as he/she deems appropriate. All decisions made by the Dean of Students are final, including whether or not an appeal is procedurally permitted.

During the appeal process students may be subject to certain restrictions, impacting such things as: class attendance; on-campus housing; participation and/or membership in organizations, athletic events/teams/clubs, and/or extracurricular activities; attendance at University events/functions; and access to University buildings.

Grounds for Appeal. The Respondent and the Complainant may request an appeal based only on one or more of the following grounds:

APPEAL FOR NEW DISCIPLINARY PROCEEDINGS

1. Procedural Defect. A material procedural defect in the original disciplinary proceeding;

2. New Evidence. New material evidence that was not available, through no fault of the appealing party, at the time of the original disciplinary proceeding; or

APPEAL FOR REVIEW OF SANCTION

Disproportionate Sanction. The sanctions imposed were disproportionate to the violation.

PROCESS TO APPEAL

The Respondent and Complainant may request an appeal within two (2) business days from the time of notification of the decision and/or sanctions, whichever is later, by the Conduct Review Officer.

Appeals must be from the Complainant and/or Respondent, in writing, signed by the Complainant and/or Respondent and submitted to the Dean of Students. The Appeal shall consist of a concise and complete statement setting forth the grounds for appeal. The Dean of Students will notify both parties of the filing of the appeal. If the Appeal is not based on appropriate grounds, it will be denied. If the Appeal is based on appropriate grounds, the Dean of Students will notify both parties of the filing of the Appeal. Each party will be given an opportunity to review and respond in writing to the other party’s Appeal. This response must be submitted within two (2) business days of the filing of an Appeal.

a. If the Appeal is determined to be based on appropriate grounds and alleges a Procedural Defect or New Evidence, this Appeal will be resolved prior to addressing Appeals for Disproportionate Sanction. The Dean of Students will review the Appeal promptly and notify the parties of the outcome.

b. Subsequent to resolution of Appeals for Procedural Defect and New Evidence (if submitted), if the Appeal is determined to be based on appropriate grounds and alleges a disproportionate sanction, the Dean of Students will accept as final and binding the previous decision that the Respondent has violated the Code of Student Conduct. Each party will be given the opportunity to separately meet and discuss their Appeal and/or their response to the other party’s Appeal with the Dean of Students. Each party may be accompanied by their Advisor. Parents and guardians are permitted to participate in this discussion. The voluntary meeting will normally be scheduled within six (6) business days of the original Appeal being filed.

The Dean of Students will normally advise the parties of the final results of the disciplinary process within five (5) business days of the last voluntary meeting.

Any employee found to have committed a sexual assault or other sexual misconduct would be subject to disciplinary action, including suspension or termination, and may be subject to criminal prosecution. Please refer to the Sexual Misconduct Policy. For faculty, also refer to the Dismissal and Suspension Procedure in the Faculty Handbook Policies at: http://www1.villanova.edu/content/dam/villanova/provost/Faculty-Handbook.pdf

Sexual Assault Education and Prevention Programs and Efforts

Villanova University is committed to the prevention of sexual assault, sexual harassment or other sexual misconduct through education and awareness. Throughout the year, programs designed to promote awareness and prevention are presented by a variety of campus resources including New Student Orientation, Health Promotion, the Title IX Coordinator, peer educators, and other Villanova students and Public Safety. These programs include safe and positive options for bystander intervention and risk reduction. The University also promotes participation of student groups in prevention activities, through training provided by Residence Life, Athletics, NROTC and the Office of Fraternity and Sorority Life, among others. Prevention
The following are ongoing prevention and awareness campaigns and primary prevention programs that are currently offered or are planned for this academic year:

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<th>RESOURCES</th>
<th>AUDIENCE</th>
<th>FREQUENCY</th>
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<td>HAVEN: online course required of all incoming undergraduate students; includes customized information (Villanova policies, processes &amp; procedures; custom videos delivered by Title IX Coordinator(s), Manager of Investigations, SARC team member(s), POWER peer educator, and Counseling Center representative; and all campus resources and services related to sexual violence, including prevention initiatives)</td>
<td>100% of incoming undergraduate students</td>
<td>Annual (pre-matriculation)</td>
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<td>MOMENTS THAT MATTER: video presentation (part of New Student Orientation program) delivered by current Villanova students, faculty and staff with follow-up discussion (led by Orientation Counselors) focused on high-risk alcohol use and sexual violence, with a particular focus on safe and effective bystander intervention skills and campus resources</td>
<td>First-year students</td>
<td>Annual at New Student Orientation</td>
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<td>SEXUAL VIOLENCE RESOURCE BROCHURE: brochure highlighting Villanova policy and Pennsylvania law regarding sexual violence; campus and community resources; general information about sexual violence on college campuses; safe and effective bystander intervention strategies</td>
<td>All first year students receive a copy at New Student Orientation; all upperclassmen residential students receive one hard copy per room at the “community of respect” floor meeting; all graduate, law and upperclassmen also receive e-copies of the brochure (to account for students living off campus); print copies available in key offices</td>
<td>Annual initiative</td>
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<td>SEXUAL VIOLENCE RESOURCE BATHROOM FLYER: posted in every residence hall bathroom with all contact information for sexual violence-related resources and services; denoting places to report, confidential support, 24/7 resources, and how to get involved</td>
<td>All residential students</td>
<td>Year-round</td>
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<td>WILDCAT NEWSWIRE SEXUAL VIOLENCE RESOURCE HIGHLIGHT: Short description of a resource related to sexual violence, how to access the resource, and what reasons a student might access a particular resource</td>
<td>All undergraduate, graduate and law students</td>
<td>Weekly, when classes are in session</td>
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<td>DID YOU KNOW? E-MAIL: outlines the protections and rights enjoyed as a result of various Villanova policies, federal law, and reinforcement of existing resources around a variety of areas (e.g., Code of Student Conduct, academic policies, Title IX)</td>
<td>All undergraduate, graduate and law students</td>
<td>Periodically throughout the academic year</td>
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<td>WHERE IS THE LOVE? #ITSONUSNOVA BYSTANDER INTERVENTION CAMPAIGN: We believe that love (caritas) is essential to the life of our community. It is in the caring of self and others that make us strive to our fullest potential. Throughout the year the Where is the Love? #ITSONUSNOVA logo indicates how to extend an unconditional hand of friendship to each other as well as how to keep ourselves healthy and safe. Campaign provides information on a variety of health-related issues but focuses largely on alcohol and sexual violence related issues and how to safely and effectively intervene to prevent them.</td>
<td>All undergraduate students</td>
<td>Year-round</td>
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<td>WHERE IS THE LOVE? BYSTANDER INTERVENTION TRAINING around situations of concern (e.g., alcohol poisoning and sexual violence), understanding consent, understanding how alcohol is involved in most incidents of sexual violence, safe and effective ways to intervene in situations involving alcohol and/or sexual assault, and resources on campus for survivors; facilitated by Health Promotion (all of whom serve on the SARC team as well)</td>
<td>The following students are trained: ALL fraternity and sorority leaders; ALL new fraternity and sorority members; ALL Student-Athlete Advisory Committee (SAAC) student leaders; ALL first-year student-athletes; ALL New Student Orientation Staff; ALL Healthy Living Learning Community students; and any interested students, student groups and student leaders.</td>
<td>Year-round</td>
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<td>HEALTHY RELATIONSHIPS AWARENESS MONTH (FEBRUARY): activities and information related to maintaining healthy relationships, to include identifying signs of an unhealthy or violent relationship, how to help a friend in an unhealthy relationship, and related issues</td>
<td>Open to all undergraduate students</td>
<td>Annual</td>
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<td>POLICY PANEL SERIES: fall programming series featuring key campus experts related to the University’s alcohol policy and sexual violence policy; the sexual violence policy specifically features the Dean of Students office, a SARC team member, Title IX Coordinator (or Deputy) and Public Safety</td>
<td>Open to all undergraduate students, graduate students, law students, faculty, and staff</td>
<td>Annual</td>
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<td>BULLETIN BOARD SERIES: series of bulletin board displays in Health Services Building, Dougherty Hall, in the residence halls, and on plasma screens throughout campus that highlight a variety of resources and information connected to sexual violence (Know Your IX – focus on Title IX; SARC team)</td>
<td>Exposure to all undergraduate students, graduate students, law students, faculty and staff</td>
<td>Year-round</td>
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<td>SEXUAL ASSAULT AWARENESS MONTH (APRIL): activities and information related to sexual assault, to include how to help a survivor of sexual assault, resource awareness, and risk reduction strategies for perpetration and victimization</td>
<td>Open to all undergraduate students</td>
<td>Annual</td>
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<tr>
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<td><strong>STALL STREET JOURNAL TOILET STALL &amp; STUDENT HEALTH 101 E-PUBLICATION:</strong> publication featuring tips and strategies related to a variety of student health issues, including sexual violence, relationships, consent, bystander intervention strategies, and resources related to sexual violence; provides a companion parent/faculty/staff-friendly version of each student publication each month; every Student Health 101 issue features sexual violence-related article</td>
<td>All undergraduate students, graduate students, and law students; all faculty, staff and parents</td>
<td>Monthly (with the exception of the summer months – one issue posted from June-July)</td>
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<td><strong>SEXUAL ASSAULT VILLANOVA UNIVERSITY RESOURCE (SAVUR) SMARTPHONE APP:</strong> comprehensive and customized app with all Villanova and local community resources and services related to sexual violence, including GPS functionality and direct dialing to all denoted resources; links to all online publications and policies and comprehensive Web site (<a href="http://www.villanova.edu/sexualassault">www.villanova.edu/sexualassault</a>)</td>
<td>All undergraduate students, graduate students, law students; all faculty, staff and parents</td>
<td>Year-round anticipated start date in 2015-16</td>
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<td><strong>SOCIAL MEDIA OUTREACH:</strong> through the use of Facebook, Twitter and Instagram accounts, social media featuring scheduled messaging around bystander intervention, campus and community resources and a series of contests to raise awareness about policies and resources. The following social media accounts post regular (e.g. It’s On Us) and/or periodic content (e.g. POWER) related to sexual violence. It’s On Us Nova Facebook &amp; Twitter pages POWER Facebook &amp; Instagram pages Health Promotion Facebook &amp; Instagram pages Student Health 101 Facebook &amp; Twitter pages</td>
<td>One example of a sexual violence-related contest is the Spot-a-SARC monthly contest which will challenge students to spot a SARC team member on campus, to take a picture and post to Instagram, and receive a $10 gift card to various local vendors. All SARC team members will have $10 gift cards to give to the first student who spots them and posts a picture to identified social media account</td>
<td>Year-round</td>
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<td><strong>WEB RESOURCES &amp; MATERIALS:</strong> one comprehensive Web site links to all relevant sites, policies, and information and also serves as the hub for sexual violence-related information and resources (<a href="http://www.villanova.edu/sexualassault">www.villanova.edu/sexualassault</a>)</td>
<td>ALL external and internal constituencies have access to this Web site and those that link to/from this site</td>
<td>Reviewed and updated annually and/or as information becomes available or necessary to post</td>
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<td><strong>SEXUAL HARASSMENT AND SEXUAL VIOLENCE PREVENTION ON-LINE TRAINING MODULE</strong></td>
<td>Mandatory for all employees</td>
<td>Year-round with all new hires; periodically for current employees</td>
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<td><strong>POWER PEER EDUCATION TRAINING &amp; PROGRAMMING:</strong> Trained undergraduate students provide programs by request to any student organization, most often by Resident Assistants, Greek organizations, athletes, and ROTC; sexual violence programming is available by request, along with programs regarding alcohol and other drugs, sexual health, and nutrition and fitness</td>
<td>All POWER peer educators receive training related to sexual violence provided jointly by a SARC team member and Women Against Rape (WAR) and go through Where is the Love? Bystander intervention training; they are supervised by a trained SARC team member</td>
<td>POWER peer educator training occurs every semester; POWER programs are presented by request, when classes are in session</td>
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<td><strong>HEALTHY LIVING LEARNING COMMUNITY:</strong> One-credit, first year student learning community focused on the six dimensions of health: social, physical, intellectual, cultural, emotional, and spiritual; several class discussions focus on relationships, sexual violence, and emotional health and all learning community students complete Where is the Love? bystander intervention training</td>
<td>First year students who opt into the learning community and live together</td>
<td>Year-long experience</td>
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<td><strong>RESIDENCE HALL FLOOR MEETING DISCUSSION:</strong> RA-facilitated floor meeting focused on building community which includes specific information about sexual violence on college campuses, along with campus and community resources; includes distribution of the sexual violence resource brochure to all upperclassmen residents</td>
<td>All residential students</td>
<td>Annual each Fall semester</td>
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<td><strong>SMALL GROUP SOCIAL NORMS:</strong> this approach is typically conducted with high-risk groups of students and aims to correct group misperceptions of student alcohol use and sexual violence; data are presented to students to demonstrate discrepancies between perceived and actual group norms; participants are encouraged to examine their personal perceptions and behaviors compared with the actual norms</td>
<td>All fraternity and sorority students participate in the ACHA-NCHA and Chapter reports are generated to demonstrate Chapter trends around a variety of health issues, including alcohol use and sexual violence; these data are used to inform prevention efforts on a Chapter level with every fraternity and sorority</td>
<td>Survey conducted every three years; action plan is ongoing over the course of the three years between surveys</td>
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<td><strong>NATIONAL COLLEGE HEALTH ASSESSMENT (ACHA-NCHA):</strong> nationally recognized research survey collecting precise data about student health habits, behaviors, and perceptions; Villanova participates in this survey, along with over 450 colleges and universities annually</td>
<td>Offer to random sample of undergraduate students, as determined by the Office of Planning and Institutional Research (OPIR)</td>
<td>Bi-annually on odd years</td>
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<td><strong>VILLANOVA UNIVERSITY CLIMATE SURVEY:</strong> reliable and validated climate survey piloted and provided by EverFi; measures general campus climate; perceptions of leadership, policies, and reporting; experiences of sexual violence, stalking and relationship violence; readiness to help bystander confidence; bystander norms; bystander behaviors; and rape myth acceptance</td>
<td>All undergraduate students invited to participate in October 2015</td>
<td>To be determined</td>
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programs stress the added risks involved when the use of alcohol and/or illegal drugs is present. Incoming first year students, as part of their orientation, attend programs that cover the topic of sexual assault given by Orientation Staff and the Office of Health Promotion. Flyers about sexual assault, sexual harassment and other sexual misconduct are posted in residence halls and other University buildings. The educational programs review strategies for prevention and risk reduction and inform students of options and resources should such an incident occur. The University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

• Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
• Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

a. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
b. Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
c. Defines what behavior and actions constitute consent to sexual activity in the State of Pennsylvania and/or using the definition of consent found in the Sexual Assault, Sexual Harassment and Other Sexual Misconduct Policy if state law does not define consent;
d. Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;
e. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are okay.
2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

Risk Reduction

With no intent to victim blame and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org )

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don’t know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cab money.
7. Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the US).
11. Don’t leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
12. Don’t accept drinks from people you don’t know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the US). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
   a. Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
   b. Be true to yourself. Don’t feel obligated to do anything you don’t want to do. “I don’t want to” is always a good enough reason. Do what feels right to you and what you are comfortable with.
   c. Have a code word with your friends or family so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
   d. Lie. If you don’t want to hurt the person’s feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

**VU Policy About Students or Employees with Criminal Records**

Universities, like society as a whole, encompass a widely diverse global population. It is possible that some members of this population have committed past crimes of which the University may or may not be aware.

Background investigations are conducted, as a matter of University policy, for all new faculty and staff hires and for existing employees who work with minors. Although background checks are not performed on student applicants, the University’s applications require prospective students to disclose whether they have ever been convicted of a misdemeanor, felony or other crime. If an applicant discloses a criminal conviction, the Office of University Admission gives it careful consideration in the admissions decision.

When information concerning criminal conduct is brought to the University’s attention, it is given appropriate consideration. Pursuant to the University’s Drug-Free Workplace Policy, any employee who is convicted under a criminal drug statute for a violation occurring in the workplace is subject to disciplinary procedures and may be required to participate in a drug abuse assistance or rehabilitation program.

When the University becomes aware of currently enrolled students who are charged with and/or convicted of a criminal offense, they are subject to the University’s disciplinary process. Students are subject to the full range of disciplinary sanctions provided in the Code of Student Conduct.

The Campus Sex Crimes Prevention Act, a federal law, requires institutions of higher education to advise the campus community as to where information concerning registered sex offenders may be obtained. In Pennsylvania, information about sexually violent predators is accessible at the following website: [www.pameganslaw.state.pa.us](http://www.pameganslaw.state.pa.us).

As part of its Catholic outreach mission, Villanova has a program in a local Pennsylvania prison to educate inmates at the prison. A select few of these students are admitted to the University as part-time commuter students for the purpose of completing their education upon release. These students are subjected to a
rigorous application and vetting process before a special admissions committee that includes criminologists, sociologists, a Public Safety representative and the Dean of Students. For Fall Semester 2016 we anticipate no students to be enrolled.

**Missing Students**

The University has adopted a missing student notification policy. Students can register confidential contact information for a person to be notified by the University in the event the student is officially reported as missing by filling out an online form at any point throughout the year at: [https://www1.villanova.edu/villanova/publicsafety/policies/MissingPersonsPolicy.html](https://www1.villanova.edu/villanova/publicsafety/policies/MissingPersonsPolicy.html)

This information will be confidential, accessible only to authorized campus officials and law enforcement personnel, and may not be disclosed outside of a missing person investigation.

All reports of missing students should be made to the Department of Public Safety. Missing student reports must be referred immediately to the Department of Public Safety as per Federal Law. After investigating the missing person report, should the Department of Public Safety determine that the student is missing and has been missing for more than 24 hours, (regardless of whether the student has identified a contact person, is above the age of 18 or is an emancipated minor) Public Safety will notify the Radnor Township Police Department (and/or the appropriate law enforcement agency in the jurisdiction where the student resides) and the student’s missing person contact no later than 24 hours after such determination. If the student is under 18 years old and is not emancipated, the student’s parent or guardian will be notified, in addition to any designated confidential contact.

If a student has been determined missing for more than 24 hours, in addition to the above notifications, specific procedures to follow include: contacting the student’s RAs, checking with emergency health care providers and taking such other investigative actions as are appropriate under the circumstances. The University will implement these procedures in less than 24 hours if circumstances warrant a faster implementation.

**Child Abuse Reporting and Minors on Campus**

The University has adopted a Child Abuse Reporting Policy, applicable to all employees who, in the course of their employment, come into contact with children. See: [https://www1.villanova.edu/villanova/president/uco/minors/Policies.html](https://www1.villanova.edu/villanova/president/uco/minors/Policies.html)

The University has also adopted a policy concerning Minors in University Programs, which outlines various protocols designed to protect the safety and well-being of minors participating in University programs. See: [https://www1.villanova.edu/villanova/president/uco/minors/Policies.html](https://www1.villanova.edu/villanova/president/uco/minors/Policies.html)

**Policy on Preparing the Annual Security and Fire Safety Report**

The University has advised and trained individuals who are deemed “Campus Security Authorities” by the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of their duty to report all Clery Act crimes to the Department of Public Safety for inclusion in the annual disclosure of crime statistics. This includes but is not limited to the Dean of Students and the Assistant Dean of Students, all other Deans, all Athletic Directors, coaches and other personnel with responsibility for athletic teams; and all persons identified as having significant responsibilities for student and campus activities. Pastoral and Professional Counselors, as defined by the federal law, who act in such capacities, have been advised that, while they are not obligated to report crimes for the purpose of compiling these statistics, they are encouraged, when they deem it appropriate, to inform the persons they are counseling of their ability to report any crimes on a voluntary, confidential basis for inclusion in the annual statistics. Crime statistics are maintained by the Department of Public Safety and are collected from Campus Security Authorities, the Dean of Students Office, the Radnor Police, and other local police for buildings owned or controlled by Villanova University and used for educational purposes in their respective jurisdictions.

Each year, representatives from the Department of Public Safety, the Office of the Vice President for Student Life, the Dean of Students Office, the Office of the Vice President and General Counsel, the Facilities Management Office, the Office of Residence Life, and the Department of Human Resources review the current campus security report and provide information to update the report and compile the crime statistics for the most recent calendar year.

The information in this brochure is provided as a part of Villanova’s continuing commitment to safety and security on campus in compliance with the Pennsylvania Uniform Crime Reporting Act and the Clery Act. Concerns, questions or complaints related to this document or the applicable statutes should be directed to the Director of Public Safety & Chief of Police either by mail at Villanova University, 800 Lancaster Avenue, Villanova, PA 19085, or by telephone at (610) 519-6982.

JEANNIE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires the release of statistics for certain criminal incidents, arrests and disciplinary referrals on campus to all students and employees. The law requires that these statistics be shown in specific geographic categories. The following statistics are provided in compliance with the specific time periods, crime classifications, geographic categories and arrest data mandated by federal law. Please note that these statistics use federal crime classifications which vary from the crime classifications under state law, which are also published in this brochure. The statistics reported below reflect the number of incidents reported to the University’s Department of Public Safety and/or campus security authorities. They do not indicate actual criminal prosecution or student disciplinary action, or the outcome of either.

CRIME STATISTICS FOR 2013–2015

<table>
<thead>
<tr>
<th>On-Campus (including residential)</th>
<th>On-Campus Residential</th>
<th>Non-Campus</th>
<th>Public Property</th>
<th>Unfounded</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
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<td>'13 '14 '15</td>
<td>'13 '14 '15</td>
<td>'13 '14 '15</td>
<td>'13 '14 '15</td>
<td>'13 '14 '15</td>
</tr>
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<td>Murder and Non-Negligent Manslaughter</td>
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<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
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<tr>
<td>Negligent Manslaughter</td>
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<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Rape</td>
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<td>6 3 3</td>
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<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Fondling</td>
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<td>0 0 0</td>
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<td>0 0 0</td>
<td>0 0 0</td>
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<td>Statutory Rape</td>
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<td>Stalking</td>
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<td>11 8 6</td>
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<td>Dating Violence</td>
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<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
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<tr>
<td>Robbery</td>
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<td>0 1 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
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<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
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<tr>
<td>Burglary</td>
<td>12 4 8</td>
<td>6 2 7</td>
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<td>0 0 0</td>
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<tr>
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<td>1 2 0</td>
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<td>0 0 0</td>
<td>0 0 0</td>
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<td>Motor Vehicle Theft</td>
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<td>0 0 0</td>
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<td>0 0 0</td>
</tr>
<tr>
<td>Liquor Law—Arrests</td>
<td>31 23 13</td>
<td>8 7 4</td>
<td>0 0 0</td>
<td>6 21 6</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Drug Law—Arrests</td>
<td>6 2 9</td>
<td>2 1 6</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>8 1 0</td>
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<tr>
<td>Weapons Possession—Arrests</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
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<tr>
<td>Liquor Law—Referrals</td>
<td>802 682 532</td>
<td>671 572 462</td>
<td>0 0 0</td>
<td>15 1 0</td>
<td>0 0 0</td>
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<td>Drug Law—Referrals</td>
<td>40 47 38</td>
<td>26 36 30</td>
<td>0 0 0</td>
<td>1 4 0</td>
<td>0 0 0</td>
</tr>
<tr>
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<td>1 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
</tbody>
</table>

1. Unfounded are considered false or baseless reports.
2. The Clery Act requires crime statistics to be shown by the following geographic categories: on-campus (including dormitories or other student residential facilities); on-campus dormitories or other student residential facilities; non-campus buildings or properties; and public property. The non-campus category consists of buildings or properties owned or controlled by the University that are used in direct support of, or in relation to, the University’s educational purposes, are frequently used by students, and are not within the same reasonably contiguous geographic area of the University’s campus. Non-campus properties also include certain foreign locations, where the University has a written agreement to own or control housing or classroom space.

Hate Crime Statistics*

<table>
<thead>
<tr>
<th>Year</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>None.</td>
</tr>
<tr>
<td>2014</td>
<td>None.</td>
</tr>
<tr>
<td>2013</td>
<td>None.</td>
</tr>
</tbody>
</table>

* Hate crimes describe the number of reported crimes that (i) are listed above, (ii) involve larcency-theft, simple assault, intimidation, or destruction, damage of or vandalism of property, or (iii) relate to other crimes involving bodily injury to any person that manifested evidence that the victim(s) were intentionally selected because of their actual or perceived race, gender, religion, sexual orientation, disability, ethnicity and, beginning in 2013, national origin or gender identity.
**THE PENNSYLVANIA UNIFORM CRIME REPORTING ACT**

The Pennsylvania Uniform Crime Reporting Act mandates the release of crime statistics and rates to matriculated students and employees, and, upon request, to new employees and applicants for admission. The index rate is calculated by multiplying the actual number of reported offenses by 100,000 (a theoretical population for comparison purposes) and dividing that product by the number of the University’s Full Time Equivalent (FTE) students and employees. The University’s FTE Population was 12,026 in 2013, 12,140 in 2014 and 12,252 in 2015. The statistics reported below reflect the number of incidents reported to the University's Department of Public Safety (but do not include reports from other campus security authorities, referrals from campus disciplinary authorities or reports from local law enforcement). They do not indicate actual criminal prosecution or student disciplinary action, or the outcome of either. Please note that the state crime classifications for which the University is reporting these statistics vary from the crime classifications under federal law, which are also published in this brochure.

### Part I Offenses

<table>
<thead>
<tr>
<th>Offense</th>
<th>2013 ACTUAL</th>
<th>2013 INDEX*</th>
<th>2014 ACTUAL</th>
<th>2014 INDEX*</th>
<th>2015 ACTUAL</th>
<th>2015 INDEX*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>Manslaughter</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>Rape</td>
<td>7</td>
<td>58.21</td>
<td>3</td>
<td>24.71</td>
<td>3</td>
<td>24.49</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0.00</td>
<td>2</td>
<td>16.47</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>4</td>
<td>33.26</td>
<td>3</td>
<td>24.71</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>Other Assault</td>
<td>15</td>
<td>124.73</td>
<td>25</td>
<td>205.93</td>
<td>15</td>
<td>122.43</td>
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<tr>
<td>Burglary</td>
<td>12</td>
<td>99.78</td>
<td>4</td>
<td>32.95</td>
<td>8</td>
<td>65.29</td>
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<tr>
<td>Theft</td>
<td>143</td>
<td>1189.09</td>
<td>114</td>
<td>939.04</td>
<td>72</td>
<td>587.66</td>
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<tr>
<td>Theft Vehicle</td>
<td>4</td>
<td>33.26</td>
<td>3</td>
<td>24.71</td>
<td>2</td>
<td>16.32</td>
</tr>
<tr>
<td>Arson</td>
<td>1</td>
<td>8.32</td>
<td>2</td>
<td>16.47</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>186</strong></td>
<td><strong>1546.65</strong></td>
<td><strong>156</strong></td>
<td><strong>1285.01</strong></td>
<td><strong>100</strong></td>
<td><strong>816.19</strong></td>
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</table>

### Part II Offenses

<table>
<thead>
<tr>
<th>Offense</th>
<th>2013 ACTUAL</th>
<th>2013 INDEX*</th>
<th>2014 ACTUAL</th>
<th>2014 INDEX*</th>
<th>2015 ACTUAL</th>
<th>2015 INDEX*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forgery and Counterfeiting</td>
<td>44</td>
<td>365.87</td>
<td>27</td>
<td>222.41</td>
<td>29</td>
<td>236.70</td>
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<tr>
<td>Fraud and Embezzlement</td>
<td>3</td>
<td>24.95</td>
<td>6</td>
<td>49.42</td>
<td>4</td>
<td>32.65</td>
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<tr>
<td>Receiving Stolen Property</td>
<td>2</td>
<td>16.63</td>
<td>0</td>
<td>0.00</td>
<td>2</td>
<td>16.32</td>
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<tr>
<td>Vandalism</td>
<td>100</td>
<td>831.53</td>
<td>35</td>
<td>288.30</td>
<td>49</td>
<td>399.93</td>
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<tr>
<td>Weapons</td>
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<td>1</td>
<td>8.16</td>
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<td>Prostitution</td>
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<td>0.00</td>
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<td>0.00</td>
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<td>8.16</td>
</tr>
<tr>
<td>Other Sex Offenses</td>
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<td>49.89</td>
<td>4</td>
<td>32.95</td>
<td>3</td>
<td>24.49</td>
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<tr>
<td>Narcotics</td>
<td>30</td>
<td>249.46</td>
<td>28</td>
<td>230.64</td>
<td>31</td>
<td>253.02</td>
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<tr>
<td>Gambling</td>
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<td>0.00</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>Family Offenses</td>
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<td>0</td>
<td>0.00</td>
<td>0</td>
<td>0.00</td>
</tr>
<tr>
<td>Driving Under The Influence</td>
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<td>8.32</td>
<td>1</td>
<td>8.24</td>
<td>1</td>
<td>8.16</td>
</tr>
<tr>
<td>Liquor Law Possession</td>
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<td>2311.66</td>
<td>258</td>
<td>2125.21</td>
<td>197</td>
<td>1607.90</td>
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<td>Drunkenness</td>
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<td>224.51</td>
<td>20</td>
<td>164.74</td>
<td>19</td>
<td>155.08</td>
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<td>Disorderly Conduct</td>
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<td>457.34</td>
<td>51</td>
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<td>All Others</td>
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<td>9</td>
<td>74.14</td>
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<td>122.43</td>
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<td><strong>TOTAL</strong></td>
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<td><strong>4556.79</strong></td>
<td><strong>439</strong></td>
<td><strong>3616.14</strong></td>
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<td><strong>3346.39</strong></td>
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<td><strong>4901.15</strong></td>
<td><strong>510</strong></td>
<td><strong>4162.58</strong></td>
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</table>

*Index per 100,000
Villanova University is committed to fire safety in its residence halls and elsewhere on campus. All 26 residence halls are equipped with sprinkler systems, smoke and heat detectors, fire extinguishers, emergency exit doors and emergency lighting systems.

The following is a description of the fire safety systems found in each on-campus residence facility:

<table>
<thead>
<tr>
<th>On-Campus Residence Facility</th>
<th>Sprinkler Systems</th>
<th>Smoke Detectors</th>
<th>Heat Detector</th>
<th>Fire Extinguisher</th>
<th>Emergency Exit Door</th>
<th>Emergency Lighting System</th>
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<tr>
<td>Alumni Hall</td>
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<td>Corr Hall</td>
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<td>Fedigan Hall</td>
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<td>X</td>
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<td>Rudolph Hall</td>
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<td>X</td>
<td>X</td>
<td>X</td>
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<td>Sheehan Hall</td>
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<td>X</td>
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<td>Simpson Hall</td>
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<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>St. Clare Hall</td>
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<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>St. Mary’s Hall</td>
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<td>X</td>
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<td>X</td>
</tr>
<tr>
<td>St. Monica Hall</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>St. Rita Hall</td>
<td>X</td>
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<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Stanford Hall</td>
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<td>X</td>
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<td>X</td>
</tr>
<tr>
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<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Welsh Hall</td>
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<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

The street address for each on-campus residence facility is 800 Lancaster Avenue, Villanova, PA 19085.

ELECTRICAL APPLIANCES
Because of their potential contribution to accidental fires and unsanitary health conditions and in an effort to conserve energy, the following electrical appliances are restricted or prohibited in all University residences. Students found in violation of these policies will be subject to immediate confiscation and disposal of the appliance(s), and referral for disciplinary action.

- Hot plates, toaster ovens, space heaters and any appliance with an open heating element are prohibited.
- All lamps and appliances should be UL approved. Halogen lamps are prohibited.
- Air conditioners are prohibited. Students requiring air conditioning due to documented medical necessity should contact the Office for Residence Life.
- Refrigerators are restricted to one 5-cubic foot unit per room.
- Extension cords/multiple-plug attachments should be UL approved, unfrayed and without splices or taps. Extension cords/plugs should not be placed under carpets, tacked or stapled. Major appliances should not be plugged into extension cords.
- Plug adapters should be UL approved and not rated less than 125 volts/15 amperes. Residents should employ the prudent use of surge protectors to protect property from unexpected electrical damage.
- Heavy drawing appliances (irons, hair dryers, televisions, refrigerators, microwaves) should be plugged directly into socket outlets and unplugged when not in use. Extension cords are not to be used with these items.

ALARMS
Students may not disregard a fire alarm or refuse to evacuate a building in which an alarm is sounding, regardless of its nature (drill, false alarm or actual alert).

Residents who fail to evacuate a building in a voluntary and timely manner will be subject to disciplinary action as outlined in the Code of Student Conduct.

CANDLES/OPEN FLAMES
Candles (of any type or form, whether decorative or functional), open flames, potpourri burners and the use of incense are all prohibited in University residence halls and apartments. Prohibited items will be confiscated and not returned. Violations may result in disciplinary action as outlined in the Code of Student Conduct.

EQUIPMENT
Tampering with or misuse of fire safety equipment (extinguishers, fire hoses, smoke detectors, alarms, sprinklers, exit signs) is considered to be exceptionally dangerous behavior in a residential community and represents a serious breach of community safety standards. Students found responsible for tampering with or misusing fire safety equipment will be subject to disciplinary action as outlined in the Code of Student Conduct. When individuals responsible for activating a false fire alarm or damaging a fire extinguisher fail to claim direct responsibility for
that behavior, cannot be identified by Residence Life staff and
are not identified by the residents of the building in which the
vandalism occurred, the penalties in question may be assessed
against the entire hall.

**HOLIDAY DECORATIONS**
Due to potential fire hazards, the use of holiday decorations
must adhere to the University’s guidelines. No live trees, wreaths
or garlands (treated or untreated) are permitted. Decorative
lights must be UL approved and may not be placed on the
outside of doors, windows or buildings. It is against policy to
leave decorative lights on when no one is present in the room to
attend to them.

Decorative lights may not be hung from ceilings, nor may they
obstruct doors or windows. Decorations should be flame
retardant and must not be placed on the exterior of room doors;
near or over electrical outlets; on or near light fixtures, fire safety
equipment, or radiators or heating vents/units.

**SMOKING**
All residence halls and apartments are smoke free. Smoking is
strictly prohibited in all areas (public areas and student rooms)
of these buildings.

In accordance with University policy, smoking is permitted
outside of residence halls, provided the person is 25 feet from an
entrance or exit, air intake duct or window.

**Fire Emergency and Evacuation Procedures**
In the event of evidence of a fire, a report should be made
immediately by calling the Department of Public Safety at 4444
or 9-4444 from an on-campus telephone or (610) 519-4444
from a non-University telephone. If a member of the Villanova
community finds evidence of a fire that has been extinguished,
and the person is not sure whether Public Safety has already
responded, the community member should immediately notify
Public Safety to investigate and document the incident. This
report should include the location and nature of the fire. Once
the fire has been reported, the Department of Public Safety will
initiate the emergency actions required.

A visible fire or the presence of smoke provides sufficient
cause to evacuate a building. In the event of a fire or hazardous
materials emergency within a campus building, it is necessary, as
well as safest, for occupants to evacuate. University policy calls
for total evacuation of the building or area affected.

A Fire Emergency exists whenever:
• A building fire evacuation alarm is sounding.
• An uncontrolled fire or imminent fire hazard occurs in any
building or area of campus.
• There is the presence of smoke or the odor of burning
of any material.
• There is an uncontrolled release of combustible or toxic gas
or other hazardous material, or a flammable liquid spill.

**STUDENT HOUSING FIRE EVACUATION PROCEDURES**

*IN CASE OF A FIRE:*

• There is the presence of smoke or the odor of burning
building or area of campus.

• A visible fire or the presence of smoke provides sufficient
cause to evacuate a building. In the event of a fire or hazardous
materials emergency within a campus building, it is necessary, as
well as safest, for occupants to evacuate. University policy calls
for total evacuation of the building or area affected.

A Fire Emergency exists whenever:
• A building fire evacuation alarm is sounding.
• An uncontrolled fire or imminent fire hazard occurs in any
building or area of campus.
• There is the presence of smoke or the odor of burning
of any material.
FIRE SAFETY

Fire safety education is accomplished by various methods throughout the school year. Floor plans, evacuation routes, evacuation assembly locations, drill procedures and fire safety policies are reviewed by RAs at the first floor meeting at the beginning of each academic year. Laminated floor plans and evacuation routes are publicly posted on each floor of each residence hall. The University celebrates Fire Prevention Week to promote Campus Fire Safety, and hands-on fire extinguishing training is offered twice a year, during which employees and students have an opportunity to extinguish a fire. In addition, the Department of Environmental Health and Safety provides information and safety brochures for Campus Fire Safety.

Daily Fire Log

The Department of Public Safety maintains a chronological log of all reported crimes for the past 60 days, which is available for public inspection at the Public Safety front desk in Farrell Hall. In addition to crimes, the log also contains all actual fires reported or discovered within University-owned residence halls for the past 60 days. Log entries older than 60 days will be made available within two business days upon request to Mr. Jeffery Grizzle, Assistant Director of Public Safety, by email at Jeffery.grizzle@villanova.edu or by phone at 610-519-6670.

Plans for Future Improvements in Fire Safety

Villanova completed upgrades of its sprinklers and fire safety systems over the past eight years. At this time, there are no specific plans for future improvements. However, Villanova will continually review its prevention strategies (education, inspections, fire drills, and device maintenance), and will continue to upgrade fire safety systems throughout the campus as necessary.

The following sets forth information about all fires that occurred in on-campus residential units during calendar year 2013.

<table>
<thead>
<tr>
<th>BUILDING</th>
<th>TOTAL # FIRES IN BLDG.</th>
<th>FIRE NUMBER</th>
<th>DATE</th>
<th>CAUSE</th>
<th>$ DAMAGES</th>
<th>INJURIES</th>
<th>FATALITIES</th>
<th># DRILLS</th>
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The following sets forth information about all fires that occurred in on-campus residential units during calendar year 2014.

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<th>CAUSE</th>
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*Reportable fires are “any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.”
Public property on this map includes Lancaster and Ithan Avenues, Spring Mill and County Line Roads, all with their sidewalks, as well as the SEPTA parking lot.

This map does not include non-campus locations, which are buildings or properties owned or controlled by the University that are used in direct support of, or in relation to, the University's educational purposes, are frequently used by students, and are not within the same reasonably contiguous geographic area of the University's campus.
Villanova University Information

Villanova University was founded in 1842 by the Order of St. Augustine. To this day, Villanova’s Augustinian Catholic intellectual tradition is the cornerstone of an academic community in which students learn to think critically, act compassionately and succeed while serving others. Villanova prepares students to become ethical leaders who create positive change everywhere life takes them. Undergraduate and graduate degrees are offered in the University’s six colleges—the College of Liberal Arts and Sciences, the Villanova School of Business, the College of Engineering, the College of Nursing, the College of Professional Studies and the Villanova University Charles Widger School of Law.

The Rev. Peter M. Donohue, OSA, PhD, became Villanova’s 32nd president in 2006. Villanova is located on a 254-acre campus in a suburban community 12 miles west of Philadelphia. The Villanova community is made up of 6,390 full-time and 267 part-time undergraduate students; 3,144 graduate and law students; 672 full-time and 200 part-time faculty (FTE); 1,478 full-time and 75 part-time staff (FTE); and 26 college visitors and Diocesan scholars. Approximately 4,400 undergraduates reside on campus. (Student and faculty numbers are based on Fall Semester 2015, Full-Time Equivalent data.)

Emergency calls should be directed to Public Safety as follows:
On campus: dial 4444 or 9-4444
Non-emergency calls should be directed to (610) 519-6979
Off campus or by cell phone: dial (610) 519-4444

Important Telephone Numbers: *See pages 21-22 for additional resources for sexual assault

Director of Public Safety & Chief of Police (610) 519-6982
Associate Director, Public Safety and Deputy Title IX Coordinator (610) 960-4788
Sexual Assault Resource Coordinator (484) 343-6028
Dean of Students (610) 519-4200
Director for Residence Life (610) 519-4154
Title IX Coordinator (610) 519-8805
Sexual Harassment Complaint Officer/Deputy Title IX Coordinator (610) 519-4550
Student Health Center (610) 519-4070
University Counseling Center (610) 519-4050
Vice President for Student Life (610) 519-4550
Villanova Weather and Emergency Information Hotline (610) 519-4505
Campus Escort Service (610) 519-4444
Confidential Reporting Hotline 855-236-1443

Helpful Websites:
www.villanova.edu/sexualassault http://www1.villanova.edu/villanova/hr.html
www.villanova.edu/publicsafety http://www1.villanova.edu/villanova/main.html
http://www1.villanova.edu/villanova/studentlife/dean.html www.alert.villanova.edu
http://www1.villanova.edu/villanova/studentlife/reslife.html