

Kenyon College Annual Security and Fire Safety Report  
2014

Kenyon College

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## From the President

The safety of our campus community is essential to the mission of the College. The Kenyon educational experience provides the opportunity for all students to reach their full intellectual potential and go on to lead fulfilling and successful lives after graduation. A community that fosters a safe and welcoming environment helps us to reach those goals. All of us in the Kenyon community of students, faculty and staff must make personal safety our highest concern. Please take time to review this compendium of policies, procedures, safety measures and crime statistics from the 2014 calendar year that help shed light on our campus environment. Thank you for your continued attention to this important issue.

Sean M. Decatur  
President, Kenyon College

## From the Director of Campus Safety

On behalf of the members of Kenyon's Campus Safety, I want to thank you for your interest in our annual Fire Safety and Security Report. We publish this report because it contains valuable information for our campus community. We also publish the report to comply with the important provisions of the Clery Act. Campus safety and security and compliance with the Clery Act should be a part of everyone's responsibility at Kenyon College. We encourage you to review the information we have made available to you in this report. You will find information about our organization including descriptions of certain services that we provide. You will also become familiar with our strong commitment to victims of crimes and the extensive services we make available to crime victims. Lastly, you will find important information about security policies and procedures on our campus, crime data and crime prevention information. We join President Decatur in the commitment to foster a secure and supportive environment at Kenyon College. We are proud to be an integral part of the College's tradition of excellence. Campus safety and security is a collaborative effort at Kenyon. We partner with the many departments that have a critical role in fostering campus safety, including the Division of Student Affairs, the Office for Civil Rights/Title IX and other offices. It has always been our goal to provide the highest quality of public safety services to the College community, and we are honored to collaborate with the entire Kenyon community. The men and women of Campus Safety are committed to making the College campus a safe place in which to live, work and study.

Robert Hooper  
Director of Campus Safety

# Kenyon College Non-Discrimination Statement

Kenyon College does not discriminate in its educational programs and activities on the basis of race, color, national origin, ancestry, sex, gender, gender identity, gender expression, sexual orientation, physical and/or mental disability, age, religion, medical condition, veteran status, marital status, genetic information or any other characteristic protected by institutional policy or state, local or federal law. The requirement of non-discrimination in educational programs and activities extends to employment and admission. The following person has been designated to handle inquiries regarding the non-discrimination policies, including Title IX, Section 504, and Title VI is:

Andrea Goldblum  
Civil Rights/Title IX Coordinator  
Eaton North 159  
740-427-5820  
goldbluma@kenyon.edu

# Annual Security Report

## **Preparation of the Annual Security Report and Disclosure of Crime Statistics**

The Campus Safety Department and the Civil Rights/Title IX Coordinator prepare this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the Campus Safety Department, information provided by other College offices such as Student Affairs, Residence Life and other Campus Security Authorities and information provided by local law enforcement agencies surrounding the main campus. Each of these offices provides updated policy information and crime data.

This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased or controlled by Kenyon College. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, alcohol and other drugs.

The College distributes a notice of the availability of this Annual Security and Fire Safety Report by October 1 of each year to every member of the College community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the Campus Safety Department at 740-427-5000 or by visiting <http://www.kenyon.edu/directories/offices-services/campus-safety/>.

## **Reporting Crimes and Other Emergencies**

The College has a number of ways for campus community members and visitors to report crimes, serious incidents and other emergencies to appropriate College officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire College community that you immediately report all incidents to the Campus Safety Department at 740-427-5000 to ensure an effective investigation and appropriate follow-up actions, including issuing a Crime Alert or emergency notification.

## **Voluntary, Confidential Reporting**

If crimes are never reported, little can be done to help other members of the community from also becoming victims. We encourage Kenyon community members to report crimes promptly and to participate in and support crime prevention efforts. The Kenyon community will be much safer when all community members participate in safety and security initiatives.

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the College or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the College to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security and Fire Safety Report. In limited circumstances, the Department may not be able to assure confidentiality and will inform you in those cases.

Anyone may call the Campus Safety Department at 740-427-5000 to report concerning information. Callers may remain anonymous.

### **Reporting to Campus Safety Department**

We encourage all members of the Kenyon community to report all crimes and other emergencies to the Campus Safety Department in a timely manner. The Campus Safety Department has a dispatch center that is available by phone at 740-427-5000 or in person 24 hours a day at the Campus Safety Office, 101 West Scott Lane. Though there are many resources available, the Campus Safety Department should be notified of any crime, whether or not an investigation continues, to assure the College can assess any and all security concerns and inform the community if there is a significant threat to the Kenyon community.

### **Emergency Phones**

The College has installed more than 31 Blue Light Emergency Call Boxes throughout the College campus. The emergency call boxes connect directly to the Campus Safety Department. Please visit <http://www.kenyon.edu/directories/offices-services/campus-safety/>.

### **Reporting to Other Campus Security Authorities**

While the College prefers that community members promptly report all crimes and other emergencies directly to the Campus Safety Department at 740-427-5555 or 911, we also recognize that some may prefer to report to other individuals or College offices. The Clery Act recognizes certain College officials and offices as Campus Security Authorities (CSA). The Act defines these individuals as “official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and student activities. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.”

While the College has identified numerous CSAs at the College, we officially designate the following offices as places where campus community members should report crimes:

| <b>Official</b>  | <b>Campus Address</b>    | <b>Phone Number</b> |
|--|--------------------------|---------------------|
| Campus Safety  | 101 West Scott Lane      | 740-427-5000        |
| Vice President for Student Affairs                                     | Gund Commons Lower Level | 740-427-5136        |
| Director for Human Resources   | Eaton Center 158         | 740-427-5171        |
| Civil Rights/Title IX Coordinator                                      | Eaton Center 159         | 740-427-5820        |
| Office of Student Rights and Responsibilities                          | 007 Gund Commons         | 740-427-5140        |
| Housing and Residential Life, including all CAs and professional staff | 202 Gund Commons         | 740-427-5142        |

### **Pastoral and Professional Counselors**

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Kenyon College to serve in a counseling role are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, the College encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

## **About the Department of Campus Safety**

### **Role, Authority and Training**

The Campus Safety Department protects and serves the Kenyon College community 24 hours a day, 365 days a year. The Department is responsible for a number of campus safety and security programs including Emergency Management, Community Safety and Security Education and physical security, including security technology and emergency medical response and assessment. Kenyon College campus safety officers do not have the right to physically detain anyone, except as provided by law. Campus safety officers are not commissioned as Peace or Law Enforcement Officers by the State of Ohio and consequently carry no arrest powers. In cases where law enforcement is needed, the Office of the Knox County Sheriff will be notified, along with the Director of Campus Safety or his/her designee. The primary role of the campus safety officer during a criminal incident is to be a professional, trained, and active observer.

The Department is comprised of:

- 16 campus security officers
- 7 dispatchers
- Administrative assistant

The campus safety officers at Kenyon College:

- Have a minimum of a high school education
- Complete a 6 week training course
- Have training in self defense and restraining
- Maintain hazardous materials awareness level
- Have a working knowledge of all emergency systems on campus, including all fire systems.

All field officers are Emergency Medical Responder trained and must complete the required continuing education requirements.

### **Safety, Our Number One Priority**

The College takes great pride in the community and offers students, faculty and staff many advantages. This community is a great place to live, learn, work and study; however, this does not mean that the campus community is immune from all of the other unfortunate circumstances that arise in other communities. With that in mind, Kenyon has taken progressive measures to create and maintain a reasonably safe environment on campus.

The College is committed to maintaining a safe environment through its policies, programs and education efforts, but it is up to each one of us to live with a sense of awareness and use reasonable judgment when living, working or visiting on campus.

### **Working Relationship with Local, State and Federal Law Enforcement Agencies**

The Campus Safety Department maintains a cooperative relationship with the State Police, Knox County Sheriff and surrounding police agencies. This includes interoperative radio capability, training programs, special events coordination and investigation of serious incidents.

Kenyon is working with the Knox County Sheriff's Office, the Knox County Prosecuting Attorney's Office and the Knox County Victim Advocate to develop a Memorandum of Understanding to deal with incidents of sexual misconduct based upon a reasonable belief that such aid will enhance safety and efficiency.

### **Crimes Involving Student Organizations at Off-Campus Locations**

Kenyon College relies on its close working relationships with local law enforcement agencies to receive information about incidents involving Kenyon College students and recognized student organizations, on and off campus. If the Campus Safety Department learns of criminal activity involving students or student organizations, it will coordinate with the appropriate external law

enforcement agency to forward information about the situation to the Office of Student Rights and Responsibilities, as appropriate.

The College requires all recognized student organizations to abide by federal, state and local laws, and College regulations. The College may become involved in the off-campus conduct of recognized student organizations when such conduct is determined to adversely affect the College community and/or the pursuit of its objectives.

## Timely Warnings

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, the Campus Safety Department issues Timely Warnings. The Campus Safety Department will generally issue Timely Warnings for the following crimes: arson, aggravated assault, criminal homicide, robbery, burglary, sex assaults; and hate crimes. Campus Safety will post these warnings through a variety of ways, including but not limited to text messages, e-mails and/or social media. The College also has the ability to send text message alerts to those who register their cell phone numbers. The text messaging can be a very effective way to send important information to the campus community.

The purpose of these Timely Warnings is to notify the campus community of the incident and to provide information that may enable community members to protect themselves from similar incidents. The College will issue Timely Warnings whenever the following criteria are met: 1) a crime is committed; 2) the perpetrator has not been apprehended; and 3) there is a substantial risk to the physical safety of other members of the campus community because of this crime.

Additionally, Campus Safety may, in some circumstances, issue Timely Warnings when there is a pattern of crimes against persons or property. At Kenyon College, the Director of Campus Safety will generally make the determination, in consultation with other College offices, if a Timely Warning is required. However, in emergency situations, any Campus Safety supervisor may authorize a Timely Warning. For incidents involving off-campus crimes, the College may issue a Timely Warning if the crime occurred in a location used and frequented by the College population.

## Emergency Response and Evacuation Procedures

### Emergency Management at Kenyon College

The Emergency Readiness Committee is responsible for the Emergency Operations Plan (EOP). This plan is designed to be an all-hazards disaster response and emergency management plan that

complies with FEMA guidelines for Higher Education that includes planning, mitigation, response and recovery actions.

Our priorities are:

- Life safety, infrastructure integrity and environmental protection during an emergency
- Coordination with College departments to write, maintain, test, and exercise the EOP
- Cooperation, Integration, and Mutual Aid with local, state and federal planning, response, and public safety agencies.

A summary of the College's emergency response procedures is located at

<http://www.kenyon.edu/directories/offices-services/campus-safety/emergency-information/>.

Included at this web page is detailed information regarding the College's emergency notification policy, including how to enroll in the emergency notification system to ensure you receive emergency notices on College and cellular telephones.

## **Drills, Exercises and Training**

Twice a year, the College conducts an emergency management exercise to test emergency procedures. The scenarios for these exercises change from year-to-year, and include several departments from across the campus.

To ensure the College's emergency management plans remain current and actionable, the College will conduct an emergency management exercise, at a minimum of once yearly. These exercises may include tabletop drills, emergency operations center exercises or full-scale emergency response exercises. The College conducts after-action reviews of all emergency management exercises.

## **Emergency Notification**

Kenyon College is committed to ensuring the campus community receives timely, accurate and useful information in the event of a significant emergency or dangerous situation on campus or in the local area that poses an immediate threat to the health and safety of campus community members. Kenyon College uses the emergency notification system Blackboard Connect, which is an emergency notification service available to students, staff and anyone in the College community who wants to subscribe. Blackboard Connect can be used to send emergency messages within minutes of the occurrence of an incident. Alerts sent by Blackboard Connect are sent out to the College community via cell phones, text messages, landlines and email accounts.

Kenyon College performs a College-wide bi-annual test of the system. The following procedures outline the process the College uses when issuing emergency notifications.

### **Procedures Used to Notify the Campus Community**

In the event of a situation that poses an immediate threat to members of the campus community, the College has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of campus community. These methods of communication include the mass notification system Blackboard Connect, the College's e-mail system, and verbal announcement within a building and public address systems. The College will post updates during a critical incident on the homepage. If the situation warrants, the College will establish a telephone call-in center to communicate with the College community during an emergency situation.

### **Confirming Significant Emergency and Initiating the Notification System**

Campus Safety and /or other campus first responders may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community. Generally, campus first responders become aware of these situations when they are reported to the Campus Safety dispatcher or upon discovery during patrol or other assignments.

Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, first responders will notify supervisors in Campus Safety or other authorized College office to issue an emergency notification.

The College's authorized representatives will immediately initiate all or some portions of the College's emergency notification system. If, in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency, the College may elect to delay issuing emergency notifications. As soon as the condition that may compromise efforts is no longer present, the College will issue the emergency notification to the campus community.

### **Determining Segments of Campus to Receive Emergency Notification**

College and/or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notification with determining what segment or segments of the Kenyon community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (such as, the building, adjacent buildings or surrounding area) will receive the emergency notification first. The College may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be issued via the College mass notification system, the College will also post applicable messages about the dangerous condition on the College homepage to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus

safety. If the emergency affects a significant portion of the entire campus, College officials will distribute the notification to the entire campus community.

### **Determining the Contents of the Emergency Notification**

Campus Safety in concert with College and local first responders, will determine the contents of the notification. The College has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the on-going situation and modify it to address the specifics of the present incident. In those cases where there are no pre-determined template messages in the system, the individual authorizing the alert will develop the most succinct message to convey the appropriate information to the community. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.

### **Procedures for Disseminating Emergency Information to the Greater Community**

Emergency operations require the fullest possible communication. Full communication requires systematic, precise and redundant communication channels, including public-address alert systems, diverse emergency information systems, phone-tree information-sharing protocols, plans for administering announcements and updates, and public relations strategies.

Communication to constituents takes different forms. First information about a crisis goes out in brief messages conveyed automatically through emergency messaging systems. This first information includes only basic information and essential warnings and other reference to safety measures. Subsequent updates might proceed through emergency messaging systems as well, but they might also evolve into longer explanatory messages transmitted by other means including e-mails or even public meetings. These forms of information might also be posted on the College website.

### **Enrolling in the College's Emergency Notification System**

Students are automatically enrolled in Blackboard Connect, the College's emergency notification system. We encourage faculty, staff, parents and members of the campus community to enroll in the Blackboard Connect system by visiting <https://lbis.kenyon.edu/emergency-notification>. We encourage College community members to regularly update their information at the same site.

### **Security of and Access to College Facilities**

At the Kenyon College campus, administrative buildings are open from 7:00 a.m. until 5:00 p.m., Monday through Friday, and academic buildings generally are open from 7:00 a.m. until 5:00 p.m. After 5:00 p.m. faculty, staff and students are granted use of the buildings by the access system. Academic buildings are scheduled to be open on weekends on the same schedule as weekdays.

Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs is limited to those enrolled in the program or otherwise granted authorized access.

Many cultural and athletic events held in the College facilities are open to the public. Other facilities such as the bookstore, library and performance spaces are likewise open to the public. Only those who have demonstrated a need are issued keys to a building.

### **Special Considerations for Residence Hall Access**

At the College campus, residence halls operate under a computerized access control and security monitoring system. Identification cards are coded so that only students and necessary staff have access to all Residential Halls. The system denies entry to all unauthorized persons. Apartment-style housing is secured using keys assigned to the residents of those living areas only.

Campus safety officers are responsible for checking and securing doors. When a door is malfunctioning, personnel are summoned for immediate repair. Remember to lock your doors and windows. All residence hall and apartment exterior doors are equipped with locks and crash bars to ensure a quick emergency exit.

Only residents and their invited guests are permitted in the living areas of the residence halls. It is the resident's responsibility to ensure that his/her guest are aware of the College and residence hall policies. All exterior doors are locked 24 hours a day. It is the responsibility of residents and staff members to challenge or report individuals who cannot be identified as residents or the guests of residents. When Campus Safety receives a report of an unescorted person in a residence hall, a campus safety officer is dispatched to identify that person.

Campus Safety assigns the largest number of its officers between the hours of 9:00 p.m. until 3:00 a.m. Most of these officers spend much of their time patrolling in and around the residence hall complexes. During low-occupancy periods such as holidays and scheduled breaks, students are consolidated into designated buildings and gain access via the College's electronic access control system. During the summer when groups who are not regularly associated with Kenyon College are using the residence halls, exterior doors are locked 24 hours a day, unless requested by the visiting group. Each guest or group is issued an identification card or key that allows him or her to gain access to their assigned building. Campus Safety personnel also conduct regular checks of residence hall areas.

## **Security Considerations for the Maintenance of Campus Facilities**

Kenyon College is committed to campus safety and security. At the College, locks, landscaping and outdoor lighting are designed for safety and security. Sidewalks are designed to provide routes from parking areas to buildings and from building to building. Sidewalks and building entrances are illuminated to provide lighted routes from parking areas to buildings and from building to building.

Maintenance, in conjunction with representatives from Campus Safety, conducts surveys of College property twice each year to evaluate campus lighting.

We encourage community members to promptly report any security concern, including concerns about locking mechanisms, lighting or landscaping to the Campus Safety Department.

## **Kenyon College's Response to Sexual and Gender Violence**

### **Introduction**

The College is committed to fostering a climate free from sexual and gender-based discrimination, harassment and violence, intimate partner violence and stalking through clear and effective policies, a coordinated education and prevention program, and prompt and equitable procedures for resolution of reports of conduct prohibited under this policy. The College encourages all members of its community to participate in the process of creating a safe, welcoming and respectful environment on campus.

Sexual and gender-based discrimination, harassment and violence, intimate partner violence and stalking, in any form, are serious violations of College and community standards and values, and will not be tolerated at Kenyon. The College is committed to taking all appropriate steps to eliminate prohibited conduct, prevent its recurrence and address its effects. Individuals found responsible under this policy may face disciplinary sanctions up to and including dismissal from the College and/or termination of employment.

### **Our Commitment to Addressing Sexual Assault/Rape**

The College does not tolerate sexual misconduct or abuse, such as sexual assault, rape, other forms of nonconsensual sexual activity, stalking and intimate partner violence. Sexual misconduct in any form violates Kenyon's Title IX/Violence Against Women Act (VAWA) Policy (<http://www.kenyon.edu/directories/offices-services/title-ix/policy/>) and may violate Federal and State Laws. Violations of this policy are subject to disciplinary sanctions, as outlined in this policy. Please visit <http://www.kenyon.edu/directories/offices-services/title-ix/> to review procedures,

policies and protocols for reporting and addressing allegations of sexual misconduct. The College provides the following rights to all sexual assault victims:

1. A prompt and equitable response to reports of prohibited conduct.
2. To receive interim measures that may be reasonably available and necessary for protection and support.
3. Information about where to find confidential resources on and off campus and other forms of support available through the College and in the community.
4. Notice of the alleged conduct and the potential policy violations at issue.
5. An adequate, reliable, thorough and impartial investigation.
6. The opportunity for an advisor of choice who may attend all meetings and proceedings related to the assessment, investigation or resolution of the report.
7. Agency and autonomy to decline to participate in an investigation or resolution under the policy, although the College may choose to continue the process even if the complainant and/or respondent do not participate.
8. To identify witnesses and provide evidence during the investigation.
9. Prompt remedial action if prohibited conduct is determined to have occurred.
10. Regular communication about the progress of the process and of the resolution.
11. Timely written notice of the outcome, and sanctions, and the rationale for each.
12. The opportunity to appeal the outcome (determination as to responsibility) and sanction.
13. To be free from retaliation, harassment or intimidation relating to this policy.

## **Reporting an Incident**

The College encourages prompt reporting of prohibited conduct in person, by telephone, in writing or by email. At the time a report is made, a complainant does not have to decide whether or not to request any particular course of action, nor does a complainant need to know how to identify what happened. Choosing to make a report, and deciding how to proceed after making the report, can be a process that unfolds over time. The College provides support that can assist a complainant in making these important decisions, and to the extent possible, will respect a complainant's autonomy in deciding how to proceed.

The Title IX Coordinator or Campus Safety will assist a complainant, at the complainant's request, in contacting local law enforcement and will cooperate with law enforcement agencies if a complainant decides to pursue the criminal process. A complainant has the right to notify, or decline to notify law enforcement, under VAWA. Felonies reported to the College (except to confidential resources), however, must be reported to law enforcement by the College, as required by Ohio law (Ohio Revised Code 2921.22). Under most circumstances, the complainant may decline to participate in a law enforcement investigation.

To enable the College to respond to all reports in a prompt and equitable manner, the College encourages all individuals to report any incident directly to the Title IX Coordinator. However, the College recognizes that a student or employee may choose to report to any trusted employee of the College. All Kenyon employees (except those who are designated as confidential resources) are considered "responsible employees" under Title IX and are required to share all known information related to a report, including the identities of the parties, with the Title IX Coordinator. In addition, student employees/volunteers who have responsibility for the welfare of other students, including Community Advisors and Discrimination Advisors, are required to report all known information. Other student employees who receive information within the context of their jobs are required to report to the Title IX Coordinator.

If a student, employee or visitor has been the victim of an incident of sexual violence they should immediately report it to Kenyon Campus Safety at 740-427-5000 or the Civil Rights/Title IX Coordinator at 740-427-5820, or 159 Eaton Center at 405 Chase Ave., Gambier, Ohio. In the case of an emergency or ongoing threat, if possible, get to a safe location and please report the incident by calling 911. Local police may be contacted at 740-397-3333 or 11540 Upper Gilchrist Rd., Mt. Vernon, Ohio.

Students may also report to Housing and Residential Life staff. Employees may report to the Director of Human Resources at 740-427-5171 or 158 Eaton Center at 405 Chase Ave. Kenyon officials will assist any victim in notifying law enforcement, including local police, if they elect to do so. Victims are also entitled not to report to law enforcement. Any student or employee who reports an incident of sexual violence, whether the offense occurred on or off campus, shall receive a written explanation of their rights and options. This written explanation identifies existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available for victims, both within the institution and in the community; and describes options for available assistance in, and how to request changes to academic, living, transportation and working situations or protective measures. The institution will make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

Any individual may make an anonymous report concerning an act of prohibited conduct. A report can be made without disclosing one's own name, identifying the respondent or requesting any action. Depending on the level of information available about the incident or the individuals involved, anonymous reporting may limit the College's ability to respond or take further action.

Anonymous reports can be submitted through the College's website. Follow-up communications with the person submitting the anonymous report are not possible unless contact information is provided.

As with all other reports, anonymous reports will be shared with the Title IX Coordinator. Where there is sufficient information, the College will ensure that anonymous reports are reviewed and included for compliance with the Clery Act.

Employees who have a duty to report information to the Title IX Coordinator under this policy may not make such reports anonymously.

## **Policy Definitions**

A sexual assault is any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, as well as incest or statutory rape. In the Policy, the following definitions are used:

### **Non-Consensual Sexual Intercourse**

Non-Consensual Sexual Intercourse is defined as having or attempting to have sexual intercourse with another individual:

- By force or threat of force;
- Without consent; or
- Where that individual is incapacitated.

Sexual intercourse includes vaginal or anal penetration, however slight, with a body part (e.g., penis, tongue, finger, hand) or object, or oral penetration involving mouth to genital contact or mouth to anus contact.

### **Non-Consensual Sexual Contact**

Non-Consensual Sexual Contact is defined as having sexual contact with another individual:

- By force or threat of force;
- Without consent; or
- Where that individual is incapacitated.

Sexual contact includes any intentional touching of the intimate parts of another, causing another to touch one's intimate parts, or disrobing or exposure of another without permission. Intimate parts may include the breasts, genitals, buttocks, groin, mouth or any other part of the body that is touched in a sexual manner. Sexual contact may be over the clothes or skin-to-skin.

## **Sexual Exploitation**

Sexual Exploitation is knowingly, intentionally or purposefully taking advantage of the sexuality of another person without consent or in a manner that extends the bounds of consensual sexual activity without the knowledge of the other individual for any purpose, including sexual gratification, financial gain, personal benefit, or any other non-legitimate purpose. Examples of Sexual Exploitation include:

- Observing another individual's nudity or sexual activity or allowing another to observe consensual sexual activity without the knowledge and consent of all parties involved;
- Voyeurism;
- Non-consensual streaming of images, photography, video, or audio recording of sexual activity or nudity, or distribution of such without the knowledge and consent of all parties involved;
- Non-consensual recording of individuals in locations in which they have a reasonable expectation of privacy, such as restrooms or locker rooms, regardless of whether the images captured reveal sexual activity or nudity;
- Prostituting another individual;
- Exposing one's genitals in non-consensual circumstances;
- Knowingly exposing another individual to a sexually transmitted infection or virus without that individual's knowledge; and
- Inducing incapacitation for the purpose of making another person vulnerable to non-consensual sexual activity, e.g., by using alcohol or other drugs (such as Rohypnol or GHB).

## **Stalking**

Stalking occurs when a person engages in a course of conduct or repeatedly commits acts toward another person, under circumstances that demonstrate either of the following:

- Placing the person in reasonable fear of bodily injury to oneself or others, or of damage to their property; or
- Reasonably causing substantial emotional distress to the person.

## **Intimate Partner Violence**

Intimate Partner Violence (including dating violence and domestic violence) includes any act of violence or threatened act of violence that occurs between individuals who are involved or have been involved in a sexual, dating, spousal, domestic or other intimate relationship. Intimate Partner Violence may include any form of prohibited conduct under this policy. Stalking includes the concept of 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.

## **Physical Harm and Intimidation**

Physical harm and/or intimidation include threatening, or causing physical harm, written or verbal abuse or other conduct that threatens or endangers the health or safety of any person; or implied threats or acts that cause an unreasonable fear of harm in another. When these acts occur in the context of intimate partner violence or when the behavior is perpetrated on the basis of sex or gender, the conduct will be resolved under this policy.

## **Harassment Bullying or Cyberbullying**

Harassment, bullying or cyberbullying are defined as repeated and/or severe aggressive behavior likely to intimidate, threaten or intentionally hurt, control or diminish another person, physically or mentally that includes, but is not limited to: creating web pages with a negative focus; posting insults or lewd photos on social networking sites; and/or spreading rumors with malicious intent. When these acts occur in the context of intimate partner violence or when the behavior is perpetrated on the basis of sex or gender, the conduct will be resolved under this policy.

## **Ohio Revised Code Definitions**

### **Dating Violence**

Ohio has no separate law concerning Dating Violence.

### **Domestic Violence**

#### **3113.31 Domestic Violence.**

(1) "Domestic violence" means the occurrence of one or more of the following acts against a family or household member:

- (a) Attempting to cause or recklessly causing bodily injury;
- (b) Placing another person by the threat of force in fear of imminent serious physical harm or committing a violation of section 2903.211 or 2911.211 of the Revised Code;
- (c) Committing any act with respect to a child that would result in the child being an abused child, as defined in section 2151.031 of the Revised Code;
- (d) Committing a sexually oriented offense.

### **Rape**

#### **2907.02 Rape.**

(1) No person shall engage in sexual conduct with another who is not the spouse of the offender or who is the spouse of the offender but is living separate and apart from the offender, when any of the following applies:

- (a) For the purpose of preventing resistance, the offender substantially impairs the other person's judgment or control by administering any drug, intoxicant, or controlled substance to the other person surreptitiously or by force, threat of force, or deception.
  - (b) The other person is less than thirteen years of age, whether or not the offender knows the age of the other person.
  - (c) The other person's ability to resist or consent is substantially impaired because of a mental or physical condition or because of advanced age, and the offender knows or has reasonable cause to believe that the other person's ability to resist or consent is substantially impaired because of a mental or physical condition or because of advanced age.
- (2) No person shall engage in sexual conduct with another when the offender purposely compels the other person to submit by force or threat of force.

**2907.03 Sexual battery.**

(A) No person shall engage in sexual conduct with another, not the spouse of the offender, when any of the following apply:

- (1) The offender knowingly coerces the other person to submit by any means that would prevent resistance by a person of ordinary resolution.
- (2) The offender knows that the other person's ability to appraise the nature of or control the other person's own conduct is substantially impaired.
- (3) The offender knows that the other person submits because the other person is unaware that the act is being committed.
- (4) The offender knows that the other person submits because the other person mistakenly identifies the offender as the other person's spouse.
- (5) The offender is the other person's natural or adoptive parent, or a stepparent, or guardian, custodian or person in loco parentis of the other person.
- (6) The other person is in custody of law or a patient in a hospital or other institution, and the offender has supervisory or disciplinary authority over the other person.
- (7) The offender is a teacher, administrator, coach or other person in authority employed by or serving in a school for which the state board of education prescribes minimum standards pursuant to division (D) of section 3301.07 of the Revised Code, the other person is enrolled in or attends that school, and the offender is not enrolled in and does not attend that school.
- (8) The other person is a minor, the offender is a teacher, administrator, coach or other person in authority employed by or serving in an institution of higher education, and the other person is enrolled in or attends that institution.
- (9) The other person is a minor, and the offender is the other person's athletic or other type of coach, is the other person's instructor, is the leader of a scouting troop of which the other

person is a member, or is a person with temporary or occasional disciplinary control over the other person.

- (10) The offender is a mental health professional, the other person is a mental health client or patient of the offender, and the offender induces the other person to submit by falsely representing to the other person that the sexual conduct is necessary for mental health treatment purposes.
- (11) The other person is confined in a detention facility, and the offender is an employee of that detention facility.
- (12) The other person is a minor, the offender is a cleric, and the other person is a member of, or attends, the church or congregation served by the cleric.
- (13) The other person is a minor, the offender is a peace officer, and the offender is more than two years older than the other person.

**2907.05 Gross sexual imposition.**

(A) No person shall have sexual contact with another, not the spouse of the offender; cause another, not the spouse of the offender, to have sexual contact with the offender; or cause two or more other persons to have sexual contact when any of the following applies:

- (1) The offender purposely compels the other person, or one of the other persons, to submit by force or threat of force.
- (2) For the purpose of preventing resistance, the offender substantially impairs the judgment or control of the other person or of one of the other persons by administering any drug, intoxicant or controlled substance to the other person surreptitiously or by force, threat of force or deception.
- (3) The offender knows that the judgment or control of the other person or of one of the other persons is substantially impaired as a result of the influence of any drug or intoxicant administered to the other person with the other person's consent for the purpose of any kind of medical or dental examination, treatment, or surgery.
- (4) The other person, or one of the other persons, is less than 13 years of age, whether or not the offender knows the age of that person.
- (5) The ability of the other person to resist or consent or the ability of one of the other persons to resist or consent is substantially impaired because of a mental or physical condition or because of advanced age, and the offender knows or has reasonable cause to believe that the ability to resist or consent of the other person or of one of the other persons is substantially impaired because of a mental or physical condition or because of advanced age.

(B) No person shall knowingly touch the genitalia of another, when the touching is not through clothing, the other person is less than 12 years of age, whether or not the offender knows the age of that person, and the touching is done with an intent to abuse, humiliate, harass, degrade, or arouse or gratify the sexual desire of any person.

**2907.06 Sexual imposition.**

(A) No person shall have sexual contact with another, not the spouse of the offender; cause another, not the spouse of the offender, to have sexual contact with the offender; or cause two or more other persons to have sexual contact when any of the following applies:

- (1) The offender knows that the sexual contact is offensive to the other person, or one of the other persons, or is reckless in that regard.
- (2) The offender knows that the other person's, or one of the other person's, ability to appraise the nature of or control the offender's or touching person's conduct is substantially impaired.
- (3) The offender knows that the other person, or one of the other persons, submits because of being unaware of the sexual contact.
- (4) The other person, or one of the other persons, is thirteen years of age or older but less than sixteen years of age, whether or not the offender knows the age of such person, and the offender is at least eighteen years of age and four or more years older than such other person.
- (5) The offender is a mental health professional, the other person or one of the other persons is a mental health client or patient of the offender, and the offender induces the other person who is the client or patient to submit by falsely representing to the other person who is the client or patient that the sexual contact is necessary for mental health treatment purposes.

**2903.211 Menacing by stalking.**

(A)

- (1) No person by engaging in a pattern of conduct shall knowingly cause another person to believe that the offender will cause physical harm to the other person or cause mental distress to the other person. In addition to any other basis for the other person's belief that the offender will cause physical harm to the other person or the other person's mental distress, the other person's belief or mental distress may be based on words or conduct of the offender that are directed at or identify a corporation, association, or other organization that employs the other person or to which the other person belongs.
- (2) No person, through the use of any electronic method of remotely transferring information, including, but not limited to, any computer, computer network, computer program, or computer system, shall post a message with purpose to urge or incite another to commit a violation of division (A)(1) of this section.
- (3) No person, with a sexual motivation, shall violate division (A)(1) or (2) of this section.

## **Procedures Victims Should Follow**

If an incident of sexual assault, domestic violence, dating violence or stalking occurs, it is important to preserve evidence to aid in the possibility of a successful criminal prosecution or obtaining a protection order. The victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam. Any clothing removed should be placed in a paper bag (do not use plastic bags). Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented including through the preservation of photographic evidence. Evidence of stalking including any communication, such as written notes, voice mail or other electronic communications should be saved and not altered in any way.

## **On and Off Campus Resources**

Both Kenyon College and Knox County also offer other important resources to the victims of sexual violence including medical treatment, counseling and advocacy they may wish to utilize. The Title IX Coordinator will help them consider their options and navigate through any resources or recourse they elect to pursue. A victim need not make a formal report to law enforcement or Kenyon to access these resources.

### **Emergency Response**

Kenyon College Campus Safety  
740-427-5555 (24 hours)  
740-427-5000 (24 hours)

Knox County Sheriff's Office  
911  
740-397-3333

Emergency Law Enforcement Response  
911 (from anywhere)

### **Medical Treatment**

Knox Community Hospital  
1330 Coshocton Avenue  
Mt. Vernon, Ohio 43050  
740-393-9000  
Provides medical treatment and Sexual Assault Forensic Exams.

New Directions: The Domestic Abuse Shelter of Knox County  
Hotline: 740-397-3404  
Provides accompaniment for Sexual Assault Forensic Exams.

Kenyon College Cox Health and Counseling Center  
740-427-5525  
Provides medical treatment to students.  
Monday - Friday 8:30 a.m. to 4:30 p.m.  
Open through lunch

### **Counseling**

Kenyon College Cox Health and Counseling Center  
740-427-5525  
Monday - Friday 8:30 a.m. to 4:30 p.m.  
Closed during lunch.  
Provides 24/7 confidential psychological counseling to students.

New Directions: The Domestic Abuse Shelter of Knox County/Rape Crisis Center  
Hotline: 740-397-3404  
Provides free accompaniment, support and advocacy services for sexual assault and intimate partner violence.

Kenyon College Sexual Misconduct Advisors  
740-358-1544  
24 hour hotline  
Provides confidential support for students.

### **Accommodations**

Whether or not a student or employee reports to law enforcement and/or pursues any formal action, if they report an incident of sexual violence Kenyon is committed to providing them as safe a learning or working environment as possible. Upon request Kenyon will make any reasonably available change to a victim's academic, living, transportation and or working situation. The Title IX Coordinator can be contacted for assistance or more information.

If a victim reports to law enforcement, they may assist them in obtaining a Civil and Stalking Protection Order or Restraining Order from a criminal court. Kenyon is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. Kenyon is

also committed to protecting victims from any further harm, and the Title IX Coordinator may issue a temporary no-contact order pending the outcome of any conduct proceeding.

### **Privacy and Confidentiality**

Kenyon recognizes the sensitive nature of sexual violence and is committed to protecting the privacy of any individual who reports an incident of sexual violence. Different officials on campus are, however, able to offer varying levels of privacy protection to victims. Reports made to law enforcement, including if criminal prosecution is pursued, may be made public (See Ohio Revised Code 2930.07) and shared with the accused. Kenyon will not release names in the issuance of “Timely Warnings” or “Emergency Notifications”, nor in the “Daily Crime Log” each of which are required by the Clery Act, and any accommodation or protective measure will be confidential unless it interferes with the measure’s implementation.

Reports made to medical professionals, licensed mental health counselors, Sexual Misconduct Advisors and Clergy will not be shared with third parties except in cases of imminent danger to the victim or a third party.

### **Bystander Intervention**

The College encourages all community members to offer help and assistance to others in need and take reasonable and prudent actions to prevent or stop an act of misconduct. Taking action may include indirect or direct intervention when safe to do so, enlisting the assistance of friends, contacting law enforcement, and/or seeking assistance from a person in authority, such as faculty members, coaches, administrators, safety and security, or police.

### **Education Programs**

Kenyon College recognizes that the most effective way to achieve a community free of sexual and gender-based discrimination, harassment, violence, intimate partner violence and stalking is to equip all community members with the skills to recognize and prevent these prohibited forms of conduct. The College is also committed to the protection of minors and the prevention of child abuse.

Throughout the year the College offers educational programs to promote awareness of sexual and gender-based harassment and violence, stalking and intimate partner violence. Prevention programs include an overview of the College’s policies and procedures, relevant definitions, including Prohibited Conduct, consent, discussion of the impact of alcohol and illegal drug use, safe and positive options for bystander intervention, and information about risk reduction. Incoming first-year students and new employees will receive primary prevention and awareness programming as part of their orientation.

Kenyon College offers regular primary prevention programs and ongoing education and awareness programs for all students and employees, including, but not limited to:

- First-Year Student Orientation
- New Employee Orientation
- Residence hall programs
- Faculty and staff training
- Community Assistant, Sexual Misconduct Advisor, Peer Counselor and Diversity Advisor training
- Training for athletes and student organizations
- Educational programming
- Primary prevention programs
- Consulting on Title IX issues
- Passive programming

Employees who play a key role in implementing the policy, including those faculty and staff who are likely to receive reports of prohibited conduct will receive regular in-depth training to ensure a timely, sensitive, respectful and effective institutional response. The College is committed to ensuring that all employees understand how to respond to reports of this nature.

The Title IX Coordinator is responsible for oversight, coordination and assessment of prevention and training programs on campus, in collaboration with appropriate departments and personnel.

### **Title IX Review, Investigation and Resolution Options**

Kenyon strictly prohibits all acts of sexual assault, domestic violence, dating violence and stalking. In addition to facing criminal action, students, employees and other affiliates may also face disciplinary action by Kenyon.

#### **Sanctions For Students:**

For students, the sanction may include removal from specific courses or activities, removal from College housing, suspension from the College or dismissal. While sanctions may be of a punitive nature, they are intended to be educational as well. The possible sanctions that may be issued, individually or in combination, for students found responsible for prohibited conduct include:

- Statement of Concern
- Warning
- Educational Sanctions
- Behavioral Contract
- Administrative Hold on Student Accounts

- Disciplinary Service
- Fine/Restitution
- College Restriction
- College Housing Restriction
- Disciplinary Probation
- Administrative Withdrawal
- Deferred Suspension
- Suspension
- Dismissal

For a student employee who is acting within the scope of their employment at the time of the incident, the sanction may include any permissible sanction as a student or an employee.

### **Sanctions for Employees**

For employees, the sanction may include any form of responsive action or progressive discipline as set forth in the Employee Handbook, including training, referral to counseling and/or disciplinary action such as warning, reprimand, withholding of a promotion or pay increase, referral to counseling, reassignment, temporary suspension without pay or termination of employment.

### **Sanctions for Faculty**

For faculty, the sanction may include any form of disciplinary action as set forth in the Faculty Handbook, including a warning, a reprimand, referral to counseling, salary freeze, removal from certain responsibilities (e.g, supervising employees), paid leave, unpaid leave, non-renewal of contract, termination of tenure and/or termination of employment.

All proceedings, whether the conduct is reported to have occurred on or off campus, shall provide a prompt, fair and impartial investigation and resolution by officials who have received annual training on the nature of the types of cases they are handling, on how to conduct an investigation, and come to a resolution in a manner that protects the safety of victims and promotes accountability. Determination of responsibility shall be made by the investigators using the preponderance of the evidence standard (which means that it is more likely than not that the alleged misconduct occurred).

Both complainants and respondents may be supported by an advisor of choice during the resolution of a report under this policy. The advisor may be an attorney. Any person who serves as an advisor should be available for meetings, telephone calls and/or video calls throughout the process. The advisor is a silent and non-participating presence who is there solely to observe and provide support during the investigative process. The College has the right at all times to determine what constitutes appropriate behavior on the part of an advisor. Prior to participating

in any meeting, the advisor will be required to meet with or speak with the Title IX Coordinator or designee for an orientation to the College's policies and procedures, privacy protections and expected participation and decorum. The complainant or respondent may be present for this meeting. The advisor may not be a fact witness or otherwise have any conflicting role in the process.

For additional information about the resolution options, please consult the Title IX and Violence Against Women Act (VAWA) Policy available at <http://www.kenyon.edu/directories/offices-services/title-ix/policy/>.

## Personal Safety

Theft, disorderly conduct and alcohol related offenses are very common on College campuses. However, they don't stand alone. Despite law enforcement's efforts, serious crimes do occur on campuses. It is important to report any suspicious incidents to Campus Safety and/or law enforcement and always remain alert and vigilant.

One of the more serious crimes that too often is unreported is Sexual Assault. It is important to know what these crimes are because, in many cases, victims do not realize that they have been victimized. Additionally, crimes of this nature are difficult for victims to report for a number of complex reasons. We provide the following information to assist those who may have been victims of sexual assault or who have a friend who has been sexually assaulted.

There are many guidelines to help you be more alert and aware of the situation to prevent such serious crimes. Such as:

### **Know your surroundings**

- Be alert.
- Call for help.
- Immediately report any suspicious people and/or activity.

Victims often have difficulty reporting a sexual assault for numerous reasons such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident, fear of getting in trouble with law enforcement. Despite these concerns, it is vital to report such incidents in order to get help.

The following information provides steps to follow should a sexual assault occur:

- Get to a safe place as soon as possible.
- Try to preserve all physical evidence – The victim should not bathe, shower, brush teeth, douche, use the toilet or change clothing until s(he) has a medical exam. Contact a close

friend, relative or College staff member, who can provide support and accompany the victim to the medical exam and/or police department. Advocates from New Directions can be available to the victim to provide support.

- Get medical attention as soon as possible – An exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills may be offered to victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 72 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for six-eight hours after ingestion.
- Contact the police – Sexual assault is a crime it is vital to report it. It is important to remember that to report a crime is not the same as; prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the District Attorney.
- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery.

## **Sex Offender Registration – Campus Sex Crimes Prevention Act**

### **Megan’s Law**

Members of the general public may request community notification for information concerning sexually violent predators in a particular community by visiting the chief of law enforcement officer in that community. In jurisdictions where the Knox County Sheriff’s Office is the primary law enforcement agency, members of the general public may make such requests at [http://www.sheriffalerts.com/cap\\_office\\_disclaimer.php?office=55185](http://www.sheriffalerts.com/cap_office_disclaimer.php?office=55185).

## **Campus Security Policies, Crime Prevention and Safety Awareness Programs**

In addition to programs offered by the Campus Safety Department and other College offices, the College has established a number of policies and procedures related to ensuring a reasonably safe campus community. These policies include:

### **Students of Concern Team**

In order to extend our efforts on emergency preparedness and prevention, Kenyon College has established a Students of Concern Team. The objective of the Students of Concern Team is to put

in place a structured process for evaluating potentially threatening situations that occur at the College. The multi-disciplinary team is comprised of members from around the College community.

## **Weapons Policy**

The following items are strictly prohibited anywhere on campus: fireworks, firecrackers, and other incendiary devices; guns, BB guns, air rifles and ammunition; knives, swords and axes; martial arts equipment, paint guns and other dangerous instruments. (Bows and arrows may be permitted for target shooting, but must be registered and held in the locked storage area in the Campus Safety Office when not in use.) Items that have other purposes (e.g., baseball bats, laser pointers), but which are used as weapons, will be documented as weapons.

## **Missing Student Notification Policy**

The Clery Act requires institutions that maintain on campus housing facilities to establish a missing student notification policy and related procedures (20 USC 1092 (j) Section 488 of the Higher Education Opportunity Act of 2008).

When it is determined that a residential student is missing from the College, staff at Kenyon College, in collaboration with local law enforcement, will be guided by this Missing Student Policy and related procedures:

### **Emergency Level: II Initial Response:**

- Suspected cases of missing students should be reported to the Office of Campus Safety.
- If the Office of Campus Safety so determines, the report of suspected missing student(s) should proceed to the Office of the President and Student Affairs.
- If the Office of Campus Safety, Student Affairs, and/or the President so determine, an investigation may begin, especially if the situation matches any of those listed below (under “general instructions”).
- The Director of Campus Safety in collaboration with the President and the Dean of Students will determine whether or not to contact the Knox County Sheriff’s Office prior to 24 hours after the student was first considered missing.
- If a student has been missing for more than 24 hours:
  - The College will notify the Knox County Sheriff’s Office.
  - The College will notify the person identified as the “confidential contact” on the student’s emergency contact card.
  - The College will notify a parent or guardian if the student is under 18 years old.

**Communication and Notifications:**

- The Director of Campus Safety, the President and the Dean of Students may choose to notify other staff, certain students and family members of suspected missing students at any time.
- If a student is determined to have been missing for more than 24 hours, the Director of Campus Safety in collaboration with the President and the Dean of Students may choose to send a general notification to the community both to seek assistance and to report the situation.

**General Instructions:**

- Do not hesitate to report when you suspect someone may be missing.
- An investigation may begin even if a student has not been missing 24 hours if:
  - All possible efforts to establish contact fail; Circumstances indicate that a crime may have occurred.
  - Circumstances indicate that the student is in danger of physical harm.
  - Unmet medical needs may threaten the life or health of the student.
  - Physical or mental disability jeopardize the student's life or health.
- Questions to help investigate the situation include:
  - What is the evidence that the student is missing?
  - Is there a witness to any evidence of crime, abduction or violence?
  - Has the student exhibited any unusual behavior?
  - Has the student been ill or despondent?
  - Is the student mentally or physically disabled?
  - Has the student disappeared before?
  - Does the student have any known substance-abuse problems?
  - Has the student received any threats or warnings, or has the student been subject to any unusual treatment?
  - Does anything about the student's lifestyle indicate a potential problem?
  - Have there been any similar incidents?
- Response measures to aid Campus Safety and police investigations may include:
  - Interview the person who reported the disappearance and verify information with others.
  - Secure and evaluate the site of a potential abduction.
  - Interview any witnesses to any abduction or criminal event.
  - Obtain detailed descriptions and photographs of the student and any vehicles or other persons involved in the situation.

- Obtain the student's academic and work schedules and interview anyone with whom the student has classes or work duties.
- Obtain records and other potentially relevant information about the missing student from the Health and Counseling Center.
- Obtain all available potentially relevant information about the people with whom the student has important relationships.
- Secure the student's residence as a potential source of information and evidence.
- Canvass the area for potential witness information.
- Monitor the student's accounts (such as e-mail) and key-card access records as appropriate.
- Assign a liaison to the student's family.

**Special Considerations:**

Students must be informed each academic year that they have the option to designate a confidential contact (on their emergency contact card). The College will notify the confidential contact immediately after the student has been missing for 24 hours.

**Daily Crime and Fire Log**

A Daily Crime Log is maintained by the Office of Campus Safety and is available during regular business hours. The crime log contains reported crimes on or near the campus of Kenyon College and is available within two business days of the event. In cases where disclosure of certain elements of the incident would jeopardize an investigation, these elements will be withheld. The crime log will contain the date, time and location of complaint. The crime log also includes the nature of the complaint and the most current disposition known to the report maker.

The most current 60 days of information is available in the lobby of the Campus Safety building. Upon request a copy of any maintained Daily Crime will be made available for viewing, within 48 hours of notice.

**Crime Prevention and Safety Awareness Programs**

In an effort to promote safety awareness, the Office of Campus Safety maintains a strong working relationship with the community. This relationship includes offering a variety of safety and security programs and services and crime prevention programming, upon request. If you or your organization would like to request a specific program, please contact Campus Safety at 740-427-5000.

# Kenyon College Policies Governing and Other Drugs

## Kenyon College Alcohol and Drug Policy

Federal law requires Kenyon College to notify annually all faculty, staff and students of the following:

### Standards of Conduct

The unlawful manufacture, distribution, dispensation, possession or use of illicit drugs and alcohol by Kenyon College students or employees is prohibited in and on Kenyon College-owned or controlled property or as any part of any Kenyon College off-campus activity.

With regard to the consumption of alcohol by students, it is the College's intention that its policies comply with state and local laws governing the use, distribution and consumption of alcohol. For example, state law prohibits:

- Persons under 21 from buying, being furnished and consuming alcoholic beverages or possessing them in a public place with limited exceptions.
- The misrepresentation of age or falsification of identification cards or use of another person's identification.
- The opening or consumption of alcoholic beverages in a moving vehicle.

The College recognizes that some of its students are 21 or older and therefore are permitted to consume alcohol under state law. In order to regulate the availability, furnishing and consumption of alcohol by these students who are 21 or older, the College has promulgated specific rules and regulations regarding the limitations and restrictions about drinking on College-owned or controlled property or as a part of any College off-campus activity. These regulations are set forth specifically in Section II. A. of Policies, Rules, and Regulations, available [here](#).

The use of alcohol by an employee while on College-owned or controlled grounds or as part of a Kenyon College activity, including meal periods and breaks, is prohibited except when authorized by the College for approved College functions. No employee shall report to work while under the influence of illicit drugs or alcohol.

## Student Policies

### Alcoholic Beverages

Kenyon College's alcohol policy reflects its intention to adhere to state and local laws governing the use, distribution and consumption of alcoholic beverages. Kenyon is subject to these laws and

administers all policies in accordance with their current interpretation. Thus, Kenyon's specific alcoholic beverage regulations are designed to encourage responsible drinking and behavior by clearly stating what is expected of those who choose to consume or serve alcohol. If alcohol is found in a shared living space where all residents are under the legal drinking age of 21, all residents will be held accountable for this policy violation. Violations of these regulations will result in disciplinary action.

1. **Ohio State Law.** Students are expected to know and comply with state and local laws regarding the sale, possession and consumption of alcohol.

- a. State statutes prohibit persons under the legal drinking age of 21 from buying, possessing, being furnished with and/or consuming alcoholic beverages.
- b. The law provides fines for convicted violators (both minors and those who furnish alcohol to minors), or imprisonment, or both. Statutes also impose penalties on persons with knowledge of persons violating the statutes cited above.
- c. State law prohibits misrepresentation of age or falsification of ID cards or the use of another person's identification for the purpose of obtaining alcoholic beverages.
- d. State law also prohibits anyone, regardless of age, from opening or drinking from a container of beer or intoxicating liquor in a moving vehicle, and anyone under legal age from having alcoholic beverages in a motor vehicle.

2. **Restraints Governing Use of Alcohol.** Because the consumption of alcohol in a campus setting raises many complex issues, including behavioral, safety and legal problems, it is necessary for the College to define certain limitations on and restrictions regarding the possession, consumption and purchase of alcoholic beverages. Students found responsible for violating this policy will be held accountable, and they may also be required to participate in counseling assessment and/or treatment this may need to take place off-campus at the student's expense.

- a. Kenyon expects that individuals will respect responsible standards regarding the use of alcoholic beverages for both themselves and others. Being severely intoxicated (regardless of age) is in violation of College policy. This may include but is not limited to being incapable of looking after oneself, endangering the welfare of oneself and/or others and/or behaving in offensive or disorderly ways.
- b. Any campus residences where all occupants are under the legal drinking age of 21 must remain free of alcoholic beverages and empty alcohol containers from the period of early arrivals through graduation.

- c. Drinking of alcoholic beverages shall be confined to the immediate vicinity of residences and fraternity lodges, or at specifically scheduled events in adherence to these policies. Drinking of alcoholic beverages elsewhere, on campus or in the Village, including other College buildings, is considered public drinking and is unacceptable. No open container, carrier or cup is permitted beyond the immediate vicinity of a residential area. Students are encouraged to familiarize themselves with public property, e.g., areas of Middle Path, roadways, sidewalks and so on, where citations are more likely to be issued by law enforcement. Farr Hall, as a mixed-use facility, is subject to special rules. Drinking of alcoholic beverages may take place in the second-floor residential area only. Drinking of alcoholic beverages is prohibited elsewhere in the building, including the first floor, front patio and the vicinity of the building.
- d. Possession or consumption of alcoholic beverages is prohibited at intercollegiate, club and intramural athletic events and at any of the athletic fields.
- e. No alcohol may be sold by students at any events that take place on College property.
- f. Alcoholic beverages are prohibited at membership recruitment functions of any recognized College organization (e.g., fraternities, sororities, clubs, teams) or at events where potential members are invited or required to attend (e.g., pledging or work-week activities).
- g. Funds administered through Student Council may not be used for the purchase of alcoholic beverages except where permitted in the Student Council Constitution.
- h. Social events (especially those that include alcoholic beverages) located in a College space must be registered at the associate dean's office in Gund Commons or online through a properly completed party registration form in accordance with the College's regulations governing social events. Students who sign and/ or submit a party registration form will be held responsible for violations of College regulations that result from the event.
- i. At a registered party, unregulated dispensing of alcoholic beverages is prohibited. Only beer and/or wine, may be served by trained, sober bartenders who are of legal drinking age. The bartenders and alcoholic beverages must be separated from the guests by a bar or other substantial physical barrier. Persons whose demeanor indicates that they are or could be intoxicated may not serve or be served alcoholic beverages.
- j. Common sources of alcohol, including kegs or party balls, tapped or untapped, must be registered by use of a party registration form. Common sources of alcohol are not

permitted in College residences except the lounges of Old Kenyon during a registered campus party. Kegs not returned by noon the Monday immediately following the registered gathering will be confiscated at the expense of the student(s). Deposits will be forfeited, and future party privileges may be jeopardized. Kegs will not be permitted for any event not registered with the College. For a complete explanation regarding registered social events, see the Social Events and Parties policy under section Z.

- k. Beer funnels/beer bongs and any other apparatus that promotes high-risk drinking are not permitted.
- l. To allow and encourage the informal gathering of students, College officials, including campus safety officers and student staff members, will typically not become involved with a gathering in a student's room, suite, apartment or College house, unless there is clear evidence (or a reasonable suspicion) that irresponsible destructive, dangerous and/or illegal activity is taking place, and/or a complaint is received.

## **Drugs**

The following laws govern distribution, possession and use of drugs and drug paraphernalia:

- United States: The Harrison Act of 1914 as amended, the Marijuana Tax Act of 1937 and the Drug Abuse Control Amendments of 1965.
- Ohio: Chapters 2925 and 3719 of the Ohio Revised Code, appropriate sections. The sale or possession of drugs can result in substantial fines or prison terms under Ohio law. Section 2925.14 prohibits the use, possession, sale, manufacture or advertisement of drug paraphernalia and requires its seizure. The state of Ohio does not currently recognize or permit the use of medical marijuana, even that which is permitted in other states or countries. Students who have health concerns should see the Health Center.
- Kenyon will not tolerate student involvement with illegal drugs or possession of drug paraphernalia (e.g., bongs, water pipes, roach clips, hookahs and hookahs that test positive for drugs, scales, cutters). This includes the illegal possession, use, abuse, distribution or provision of prescription or nonprescription medications. Violations of the law will result in disciplinary action; penalties may include suspension or dismissal, depending on the seriousness and extent of the offense. The College also will take disciplinary action against any student who endangers his or her own or another student's health or academic performance through drug use, abuse, distribution or provision. Students found responsible for violating this policy may also be required to participate in counseling, assessment and/or treatment. This may need to take place off campus at the student's expense.

- When drugs or drug paraphernalia are found, Campus Safety will be notified and the Knox County Sheriff's Office may be contacted.
- If drugs, drug paraphernalia, drug distribution or provision are found in a shared living space, all residents will be held accountable.
- Students found responsible for manufacture and/or distribution, or provision, of drugs will be dismissed and referred to appropriate legal authorities.

### ● Synthetic Marijuana

- Effective March 1, 2011 the U.S. Drug Enforcement Agency classified synthetic marijuana as an illegal substance. This drug may also known as Spice, K2, Demon, Wicked, Black Magic, Voodoo Spice, and Ninja Aroma. Individuals found responsible for manufacturing, possessing, importing/exporting or distributing these substances will face criminal and civil penalties. College students engaging in these activities will also be held responsible under the College's illegal substances policy.

### **Health Risks**

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgement and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at a greater risk than others of becoming alcoholics.

### **Know the signs:**

- Passed out or difficult to awaken
- Cold, clammy, pale or bluish skin
- Slowed breathing
- Vomiting (asleep or awake)

**Know how to help:**

- Turn a vomiting person on his/her side to prevent choking.
- Clear vomit from the mouth.
- Keep the person awake.
- NEVER leave the person unattended.

**Notes:**

Alcohol and other drug use during pregnancy increases risk of physical harm to fetus. Additional risks of harm may occur from toxic impurities present in street drugs. Additional risks of harm may occur from the use of prescription drugs in ways other than prescribed. Drugs taken by injection can increase the risk of infection (e.g. HIV, hepatitis and so on) through needle contamination. For more information visit: [www.drugabuse.gov](http://www.drugabuse.gov) and [www.samhas.gov/](http://www.samhas.gov/)

**Counseling/Treatment Program Availability**

Drug and alcohol counseling is available to students through the Cox Health and Counseling Center. The counseling service is staffed by a substance-abuse educator and counselor. Individual therapy is available for alcohol and/or other substance abuse. A number of support groups are on campus, including KAAG (Kenyon Alcohol Awareness Group), KADE (Kenyon Alcohol and Drug Education) and KCOA (Kenyon Children of Alcoholics/Addicts). Alcohol and other drug counseling is also available to students through the Alcohol and Drug Freedom Center at 106 East Gambier Street in Mt Vernon, Ohio, 740-397-2660. The Freedom Center offers assessment, counseling, referral and recovery education and support. The professionals on staff answer a 24-hour hotline to care for the community.

Various treatment programs are available outside Knox County, including Shepherd Hill in Newark, Ohio, and the Columbus, Ohio, programs at Talbot Hall, Parkside Lodge, and OSU/Harding Hospital. Through the years, Kenyon has established lines of communications with these facilities to facilitate the referral of a student or staff person for evaluation and/or care. Various Al-Anon and Adult Children of Alcoholics (ACOA) groups are available in Knox County and the surrounding area. A list of programs is available through the Freedom Center and the local Alcoholics Anonymous chapter at 740-393-2439.

## Annual Disclosure of Crime Statistics

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. Campus Safety maintains a close relationship with all police departments where Kenyon College owns or controls property to ensure that crimes reported directly to these police departments that involve the College are brought to the attention of Campus Safety.

Campus Safety collects the crime statistics disclosed in the charts through a number of methods. Campus Safety dispatchers and officers enter all reports of crime incidents made directly to the department through an integrated computer aided-dispatch systems/records management system. After an officer enters the report in the system, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. Campus Safety periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that Campus Safety maintains, the statistics below also include crimes that are reported to various campus security authorizes, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the subcategories on liquor laws, drug laws and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

### Definitions of Reportable Crimes

**Murder/Manslaughter** – defined as the willful killing of one human being by another.

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

**Forcible sex offenses** – is defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. It includes forcible rape, forcible sodomy, sexual assault with an object, forcible fondling.

**Non forcible sex offense** – defined as unlawful, non-forcible sexual intercourse, including incest and statutory rape.

**Robbery** – defined as taking or attempting to take anything of value from the car, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

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

**Burglary** – is the unlawful entry of a structure to commit a felony or a theft.

**Motor Vehicle Theft** – is the theft or attempted theft of a motor vehicle.

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

**Hate Crimes** – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes.

**Larceny/Theft** – includes pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

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

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

**Destruction/Damage/Vandalism or Property (except Arson)** – to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Categories of Prejudice:**

**Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.

**Gender** – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

**Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

**Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

**Ethnicity/national origin** – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions.

**Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/ challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.



# Annual Fire Safety Report

The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information required by this act for Kenyon College.

## Definitions

The following terms are used within this report. Definitions have been obtained from the Higher Education Opportunity Act:

**On-Campus Student Housing** – A student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within a reasonable contiguous area that makes up the campus.

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

## Residence Hall Fire Drills

Quarterly fire drills are conducted in all on-campus residence halls during the school year to allow occupants to become familiar with and practice their evacuation skills. The drills are conducted by the Housing and Residential Life staff and Campus Safety.

## Fire Safety

Kenyon College takes Fire Safety very seriously and continues to enhance its programs to the College community through education, engineering and enforcement. Community Assistants received special training, which includes identification and prevention of fire hazards, actual building evacuation procedures and drills, specific occupant response to fire emergencies and hands-on use of fire extinguishers.

All College residence halls have emergency evacuation plans and conduct quarterly fire drills during the school year to allow occupants to become familiar with and practice their evacuation skills.

Automatic sprinkler systems and fire alarm systems are recognized engineered building features that help to provide for a fire safe living environment. Newer College operated residence halls and

apartments are provided with automatic sprinkler systems. All buildings have smoke detectors and building fire alarm systems to provide early detection and warning of a possible fire emergency.

The College maintains and tests all fire alarms and automatic fire suppression systems in accordance with the appropriate National Fire Protection Association Standard to insure system readiness and proper operation in the event of a fire emergency.

The College has adopted and developed numerous Safety Policies and Guidelines to help promote a safe living and work environment at all College locations. These policies, guidelines and other fire safety information can be accessed on the Internet at

<http://www.kenyon.edu/directories/offices-services/campus-safety/emergency-information/>

Additional protection is provided by Campus Safety Department Officers who are trained for initial response to fire incidents occurring at College facilities. Officers provide assistance in building evacuation and extinguishment / confinement of small fires. Also, 12 Kenyon students have been trained and serve as full-time volunteer firefighters and EMTs with the College Township Fire Department.

### Fire Statistics: 2014

List of fires that were reported for the calendar year of 2014

| Date Reported | Case Number | Nature of Fire      | Date & Time of Fire | Location                    |
|---------------|-------------|---------------------|---------------------|-----------------------------|
| 1/14/14       | 00014-2014  | Burnt Poster        | 1/14/14, 10:35am    | Norton Hall                 |
| 2/9/14        | 00083-2014  | Burnt Poster        | 2/9/2014, 3:05pm    | Caples                      |
| 4/5/14        | 00225-2014  | Burnt Pizza Box     | 4/5/14, 00:49am     | New Apts. Tennis courts     |
| 5/8/14        | 00295-2014  | Dumpster Fire       | 5/8/14, 04:01am     | Acland Apts.<br>Parking Lot |
| 8/31/14       | 00395-2014  | Cooking Stove Fire  | 8/31/14, 11:15pm    | Caples                      |
| 9/5/14        | 00414-2014  | Tree Smoldering     | 9/5/14, 2:06pm      | East of Development         |
| 10/16/14      | 00591-2014  | Pile of Ashes found | 10/16/14, 8:38am    | Science Parking Lot         |
| 11/25/14      | 00719-2014  | Vehicle Fire        | 11/25/14 11:30am    | South Lot 2                 |

## On-Campus Student Housing Fire Safety Systems—Residence Halls/Apartments

| Residence Building  | Fire Alarm Monitoring | Partial Sprinkler System | Full Sprinkler System | Smoke Detection | Fire Extinguishers | Evacuation Plans Posted | Fire Drill Each Year |
|---------------------|-----------------------|--------------------------|-----------------------|-----------------|--------------------|-------------------------|----------------------|
| 103 Acland Apts A-C | X                     |                          |                       | X               | X                  |                         | 4                    |
| 105 Acland Apt a-B  | X                     |                          |                       | X               | X                  |                         | 4                    |
| 107 Acland Apts A-C | X                     |                          |                       | X               | X                  |                         | 4                    |
| BFEC Farm House     | X                     |                          |                       | X               | X                  |                         | 0                    |
| Bushnell Hall       | X                     |                          |                       | X               | X                  |                         | 4                    |
| Caples Residence    | X                     |                          | X                     | X               | X                  |                         | 4                    |
| Crozier Center      | X                     |                          |                       | X               | X                  |                         | 0                    |
| Farr Hall           | X                     | X                        |                       | X               | X                  |                         | 4                    |
| Pirates Cove Apts   | X                     |                          |                       | X               | X                  |                         | 0                    |
| Gund Residence Hall | X                     |                          |                       | X               | X                  |                         | 4                    |
| Hanna Hall          | X                     |                          | X                     | X               | X                  |                         | 4                    |
| Hillel House        |                       |                          |                       | X               | X                  |                         | 0                    |
| Leonard Hall        | X                     |                          |                       | X               | X                  |                         | 4                    |
| Lewis Hall          | X                     |                          |                       | X               | X                  |                         | 4                    |
| M. Mather Residence | X                     | X                        |                       | X               | X                  |                         | 4                    |
| Manning Hall        | X                     |                          |                       | X               | X                  |                         | 4                    |
| McBride Residence   | X                     |                          |                       | X               | X                  |                         | 4                    |
| New Apts. A1-4      | X                     |                          |                       | X               | X                  |                         | 0                    |
| New Apts B 1-4      | X                     |                          |                       | X               | X                  |                         | 0                    |
| New Apts C 1-8      | X                     |                          |                       | X               | X                  |                         | 0                    |

| Residence Building  | Fire Alarm Monitoring | Partial Sprinkler System | Full Sprinkler System | Smoke Detection | Fire Extinguishers | Evacuation Plans Posted | Fire Drill Each Year |
|---------------------|-----------------------|--------------------------|-----------------------|-----------------|--------------------|-------------------------|----------------------|
| New Apts D 1-8      | X                     |                          |                       | X               | X                  |                         | 0                    |
| New Apts. E 1-2     | X                     |                          |                       | X               | X                  |                         | 0                    |
| New Apts F 1-8      | X                     |                          |                       | X               | X                  |                         | 0                    |
| Norton Hall         | X                     |                          |                       | X               | X                  |                         | 4                    |
| Old Kenyon          | X                     |                          |                       | X               | X                  |                         | 4                    |
| Taft Cottages A 1-3 | X                     |                          | X                     | X               | X                  |                         | 0                    |
| Taft Cottage B 1-3  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| Taft Cottage C 1-3  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| Taft Cottages D 1-3 | X                     |                          | X                     | X               | X                  |                         | 0                    |
| Wison Apts          | X                     |                          | X                     | X               | X                  |                         | 0                    |
| Morgan Apts. 1-10   |                       |                          |                       | X               | X                  |                         | 0                    |
| Football House      |                       |                          |                       | X               | X                  |                         | 0                    |
| Snowden House       | X                     |                          |                       | X               | X                  |                         | 0                    |
| NCA 304 Gaskin A-B  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| Nca 3 Bennett A-C   | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 4 Bennett A-C   | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 5 Bennett A-C   | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 7 Bennett A     | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 8 Bennett A-C   | X                     |                          | X                     | X               | X                  |                         | 0                    |
| Zion Farm House     |                       |                          |                       | X               | X                  |                         | 0                    |
| NCA 220 Acland A-B  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 216 Acland A-C  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 220 Acland      | X                     |                          | X                     | X               | X                  |                         | 0                    |

| Residence Building | Fire Alarm Monitoring | Partial Sprinkler System | Full Sprinkler System | Smoke Detection | Fire Extinguishers | Evacuation Plans Posted | Fire Drill Each Year |
|--------------------|-----------------------|--------------------------|-----------------------|-----------------|--------------------|-------------------------|----------------------|
| NCA 10 Lepley A-C  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 11 Lepley A-C  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 12 Lepley A-C  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 13 Lepley A-C  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 14 Lepley A-C  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 15 LepleyA-C   | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 16 Lepley A-B  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 17 LepleyA-C   | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 18 Lepley A-C  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 19 Lepley A-B  | X                     |                          | X                     | X               | X                  |                         | 0                    |
| NCA 6 Bennett A-B  | X                     |                          | X                     | X               | X                  |                         | 0                    |

## Fire Incident Reporting

Students, faculty and staff are instructed to call 911 to report a fire emergency.

Non-emergency notifications (e.g. evidence that something burned) are made to Campus Safety at 740-427-5000.

## Plans for Future Improvements in Fire Safety

Kenyon College continues to monitor trends related to residence hall fire incidents and alarms to provide a fire-safe living environment for all students. New programs and policies are developed as needed to help ensure the safety of all students, faculty and staff.

## Crime Prevention Tips

While the Kenyon College campus is a reasonably safe environment, crimes do occur. In addition to the Clery Act crimes statistics below, other common crimes that occur on campus are outlined below:

## Theft

Theft is a common occurrence on college campuses. Oftentimes this is due to the fact theft is a crime of opportunity. Confined living arrangements, recreation facilities and many open classrooms and laboratories provide thieves with effortless opportunities. Occupants of the residence halls often feel a sense of security and home atmosphere and become too trusting of their peers, while others leave classrooms and laboratories unlocked when not occupied for short periods of time.

It is important to be vigilant when it comes to suspicious persons. Never leave items and valuables lying around unsecured. Doors should be locked at all times. The following is a list of suggestions to help you not fall victim to theft:

- Keep doors to residence halls, labs, classrooms locked when not occupied.
- Don't provide access to unauthorized persons in the buildings or classrooms.
- Do not keep large amounts of money with you.
- Lock all valuables, money, jewelry, checkbooks in a lock box or locked drawer.
- Keep a list of all valuable possessions including the makes, models and serial numbers.
- Don't leave laptop computers or textbooks unattended in labs or libraries, even if it is for a short period of time.
- Don't lend credit cards or identification cards to anyone.
- Report loitering persons or suspicious persons to police immediately; don't take any chances.

## Identity Theft

Identity theft is a crime in which someone wrongfully obtains and uses another person's personal information in some ways that involve fraud or deception, typically for economic gain. This personal data could be a Social Security number, bank account or credit card information.

Persons involved in identity theft often use computers or other forms of media to assist them.

There are measures you can take to prevent this from happening to you:

- Do not give anyone your personal information unless there is a reason to trust them and the release is for good reason.
- Never give your credit card information, date of birth or other information over the telephone, unless you can confirm the person receiving that information.
- Complete a credit check frequently to assure there is no suspicious activity.

- Examine financial information often to assure all transactions are authorized and accounted for.
- Use of computer security software on computers and installation of firewalls are good.