# Bellarmine University Annual Security and Fire Safety Report

BELLARMINE UNIVERSITY

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# 2013-2014

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# Welcome

Bellarmine University is a vibrant community of educational excellence and ethical awareness that consistently ranks among the nation's best colleges and universities. Bellarmine has a work force of over 600 employees, a student body of 3249 and numerous guests who visit the campus daily. The Bellarmine University Department of Public Safety officers and staff are committed to providing a safe environment on our campus.

The Bellarmine Office of Public Safety's mission is to provide a safe and secure environment for the students, faculty, staff and general public. The Department of Public Safety pledges the following:

- to enforce Bellarmine University policies, rules and regulations
- to enforce the ordinances of the city of Louisville and the statutes of the Commonwealth of KY
- to provide fair and impartial law enforcement service to students, faculty, staff and, visitors
- to nurture a supportive learning environment for students
- to provide a security department that is sensitive to the needs of a diverse student, faculty, staff and visitor population.

The following report provides information about services, personal safety and security programs, fire safety, and evacuation procedures at Bellarmine University. Included in this report are crime statistics that have occurred within the campus jurisdiction as well as those received from local police for the public areas immediately adjacent to the campus. The report also includes statistics on fire and fire alarm related incidents that have occurred on campus.

We hope you find this report informative. Please review it carefully and, in particular, the crime and fire prevention tips included. Personal safety is a responsibility of everyone and we need your assistance to make our campus a safe environment. We look forward to working with you in creating and maintaining a campus environment free of threats to safety and property and enhancing the learning, teaching and working environment in and around the campus.
If you have any questions or suggestions about security at Bellarmine University please feel free to telephone us at 502-272-7777 or by sending us an email to security@bellarmine.edu.

# Overview

Bellarmine University is committed to providing a safe, secure and healthy environment for its students, faculty, staff and visitors. This is addressed in four ways: (1) safety and security efforts for both campus and the surrounding neighborhood; (2) occupational and environmental safety and health services programs for the campus as a whole; (3) student health services and programs; and (4) residence life programs that ensure the safety and well-being of those students living in on-campus housing.

## Department of Public Safety

The Department of Public Safety provides law enforcement and security services to the university in order to maintain a safe environment for learning, living and working. The Public Safety Department operates 24 hours a day, every day of the year, monitoring the campus through a series of automobile and foot patrols and through the camera monitoring surveillance system. The Department of Public Safety has a security force of 13 officers. Officers are trained to administer first aid including the use of defibrillators that are stationed in campus buildings and as well as in the security vehicle and CPR.

The Department of Public Safety works closely with the Louisville Metro Police Department and other local, state and federal law enforcement agencies. The Department of Public Safety monitors not only safety and security issues on campus but in the neighborhoods surrounding the campus as well. In the event that the Department of Public Safety personnel become aware of an on-going potential safety concern in areas on or near campus, the university community can be notified through campus wide electronic messages and personal safety alerts.

The Director of The Department of Public Safety meets regularly with the Vice President of Student Affairs, the Dean of Student Affairs and Residence Life representatives. The meetings are focused on developing action plans from previous incidents and prevention of possible recurrences, developing plans for upcoming events and solving interdepartmental problems and issues.

The Department of Public Safety provides a variety of services including the following:

▪ **Fire Safety Prevention:** The department exercises control of alarm systems for fire, weather related emergencies and environmental hazards. The department maintains inventories of fire extinguishers, conducts training on how to use fire extinguishers and checks to ensure that emergency exits are clear and unobstructed. The Department of Public Safety maintains a contract with Midwest Sprinklers, who perform semiannual and annual tests of fire sprinklers and Simplex, who performs testing, maintenance and upgrades of fire alarm systems.

▪ **Emergency Action Planning:** With other university departments, the Department of Public Safety coordinates an Emergency Action Plan. The department provides continuous training to all staff who implements the Emergency Action Plan, which includes step by step procedures for

all types of emergencies. Fire and tornado drills, in cooperation with the residential and administrative staff, are conducted each semester.

▪ **Record Keeping:** The Department of Public Safety is responsible for maintaining records and statistics for on-campus criminal offenses, personal accidents and injuries and motor vehicle accidents. The Department of Public Safety is also responsible for releasing public information in compliance with state and federal laws. In addition to releasing state and federally required Minger and Clery Reports and posting them on its website, the department updates incident logs daily, which is also accessible on-line.

▪ **Security Awareness and Workplace Violence Training:** Each semester the director provides detailed information on how to prevent workplace violence, how to identify possible offenders and what to do if violence occurs. The program covers warning signs information, reporting mechanisms and sources of counseling when possible offenders are identified.

▪ **Daily Building/Lighting Checks:** Officers are responsible for reporting any lighting or maintenance problems to Facilities Management. All requests for repairs require an online Physical Plant work order.

**Daily Services:**
▪ Escort service - available to students, faculty and staff 24/7
▪ Patrolling residence halls and campus areas
▪ Monitoring and answering emergency phones located throughout campus
▪ The enforcement of parking regulations ensuring that parking spaces are available for students with physical disabilities.

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# Quick Reference Telephone Directory

**Website: www.Bellarmine.edu/security**

**To anonymously report a crime go to: www.bellarmine.edu/security.contact**

**For All Police, Fire or Medical Emergencies call 911**

## Bellarmine Department of Public Safety Phone Number

| | |
|---|---|
| Public Safety Department | (502) 272-7777 |
| Chief of Public Safety | (502) 272-7388 |

## Louisville Metro Police Department Phone Numbers

| | | | |
|---|---|---|---|
| Emergency | 911 | Non-Emergency Dispatch | (502) 574-7111 |
| Fifth Division | (502) 574-7636 | Telephone Reporting Unit | (502) 574-5673 |
| Crime Tip Hotline | (502) 574-5673 | Narcotics Unit | (502) 574-2057 |

## Bellarmine University Phone Numbers

| | | | |
|---|---|---|---|
| University Switchboard & weather related closing information | | | (502) 272-8000 |
| Counseling Center | (502) 272-8480 | Nurses Office | (502) 272-8493 |
| Campus Ministry | (502) 272-8051 | Resident Life | (502) 272-7272 |

## Other Important Phone Numbers

Crisis Hotline in Jefferson County KY (502) 589-4313 or 1- 800 -221-0446

National Suicide Hotline 1-800-273-TALK (8255)

Louisville Metro Government MetroCall (502) 574-5000 or 311 for cell phone callers
* For information or services from Louisville Metro Government

Jefferson County Animal Control (502) 363-6609

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# Reporting of Crimes

The main office of The Department of Public Safety is located on the ground floor of the Campus Center in Horrigan Hall in CC054.

The Department of Public Safety can be reached on campus telephones at the four digit number 7777. Off campus callers can reach The Department of Public Safety at 502-272-7777; callers from long distance areas should dial 1-502-272-7777.

Bellarmine Campus is equipped with nine outdoor emergency telephones that are programmed to call the Department of Public Safety automatically when activated. Pressing the red button initiates an emergency call.

Courtesy phones are free of charge and located in the lobbies or inside public areas of most university buildings. Students and employees can use these accessible telephones to call the Department of Public Safety.

The contact number of the Department of Public Safety is listed in the online office directory at http://www.bellarmine.edu/contactus. It is included in the department's brochures and university handbooks.

## The Student's Responsibility

The cooperation and involvement of students themselves in a campus safety program is absolutely necessary. Students must assume responsibility for their own personal safety and the security of their personal belongings by taking proper precautions. For example, although the campus is well-lit, any student (male or female) may feel more comfortable traveling in pairs or using the Office of Public Safety's Escort Service at night. Residence hall room doors should be kept locked when the room is unoccupied. Valuable items, such as stereos, cameras and televisions should be marked with engraving instruments provided by the Office of Public Safety at no charge. Bicycles should be secured in the bicycle rack with a sturdy lock. Students with cars should keep their vehicles locked at all times. Valuables should be locked in the trunk. Students should report any suspicious looking individuals and any unusual incidents to a Public Safety Officer. (See *Online Student Handbook*)

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## Faculty and Staff

Bellarmine University is committed to providing a safe and healthful work environment for employees, students and visitors. Bellarmine University is committed to preventing workplace violence and maintaining a safe work environment. The Office of Public Safety has responsibility for implementing, administering, monitoring and evaluating the safety programs on campus. Its success depends on the alertness and personal commitment of all.

Employees should report criminal offenses that occur on campus to the Director of Public Safety or any employee of the Department of Public Safety. The employee handbook outlines Bellarmine's policies and procedures in regards to workplace safety and violence. The information can be found in the *Online Staff Handbook.*

Both students and employees are made aware of campus security procedures as well as practices to insure personal safety and the safety of those around them through a variety of offerings including, safety alerts and bulletins boards, safety seminars held on campus during safety week in October and Crossroads. Students and employees are provided with the Department of Public safety brochure which includes safety tips. Information is also posted on the Department of Public Safety website at www.bellarmine.edu/security.

## Off Campus Activities of Student Organizations

Students are encouraged to report any criminal activity to the local Law Enforcement Agency having jurisdiction of any location where official student organizations are engaged in off -campus activities. The Department of Public safety will assist students in acquiring Law enforcement assistance, if requested.

# Timely Warning Policy - SAFETY ALERTS

The purpose of the Safety Alerts bulletins is to notify the University community of a potentially harmful situation and to inform members of possible precautionary measures. The University community will be warned about potentially unsafe, harmful or threatening conditions in the University and/or surrounding community if/when they arise. Safety Alert text messages and email messages are sent to all students, faculty and staff who register their cell phones and to those who have computer access. Text Message alerts are tested annually. The safety of members of the Bellarmine University community is very important. If the student is aware of behaviors/conditions that may be harmful to others, he/she should notify the Office of Public Safety (502-272-7777) and/ or the Dean of Students (502-272-8150). (*Online Student Handbook*)

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# Text Message Safety Alerts Procedures

The Department of Public Safety under the guidance of the Department Director will investigate and collect information for all reported incidents. This information will be shared with those who are responsible for activating the campus notification system.

**Persons Responsible for activating the notification system:**

- Executive Vice President & Provost – Dr. Doris Tagert (272-8160)
- Vice President of Student Affairs – Dr. Fred Rhodes (272-8304)
- Vice President of Communications and Public Affairs – Hunt Helm (272-8046)
- Director of Information Services – Eric Satterly (272-8098)
- Director of Public Safety – Joseph Frye (272-7388)

# Campus Security Act and Crime Statistics

In accordance with the Crime Awareness and Campus Security Act of 1990, the Higher Education Amendments of 1998*, and the **right to know** regulations, Bellarmine University provides information on crime statistics and security measures to prospective and matriculated students and their parents and employees. The Crime Statistics are reported for three-year periods and include all **reported** instances of crimes that are required by the Campus Security Act, not just the convictions (see *Online Student Handbook*).

The annual Minger Act and Clery Act reports are posted on the public safety website. An email is sent to all students and staffs every year to notify of the report's availability and where it can be accessed.

# Access to Campus Facilities

**1. Non-residential Buildings:** Most non-residential buildings and facilities are accessible to members of the campus community and visitors during normal business hours. Access to any building during the holidays is restricted to faculty, staff and administrators pre-authorized by their department heads to enter during that time. Maintenance and custodial personnel are exceptions to this policy. Public Safety officers patrol regularly through non-residential buildings. Public Safety Officers, who are on duty 24 hours a day, also observe video monitors that are connected to cameras located throughout the campus in public access or circulation areas.

**2. Residential Buildings:** The exterior doors to residence halls are locked 24 hours a day. Access to the residence halls is limited to residents and their guests. Residents gain access to their buildings by using an electronic card access control system.

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The Director of Residence Life, Assistant Director, Graduate Hall Directors and Resident Assistants live in the residence halls, or in close proximity to the halls, and serve in a duty rotation. All Residence Life staff members undergo thorough training in enforcing residence hall safety and security policies. As part of their responsibility for residence hall security, the Residence Life staff participates in workshops associated with the safety and security of the campus conducted by university administrators and security officers

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Bellarmine University has both single-sex and co-ed residence halls, each with inter-visitation from 11:00 a.m. to 2:00 a.m. All residence hall entrance doors are self-closing and locked 24 hours a day. Overnight guests in the residence halls may only be students of the same sex. All windows have locking devices. Special security procedures are in effect for students during low occupancy periods.

Resident students have special responsibilities to keep room and entrance doors locked at all times, to lock windows when out of the room and to deny entrance to any building or room by unauthorized individuals.

Security officers provide security coverage through regular rounds in the residence halls. The officer will patrol the buildings identifying and addressing safety, security and behavioral problems. The security officers work in conjunction with the Residence Life staff members. See page 58 of the Student Handbook for more information.

## Relationship with Law Enforcement Agencies

Department of Public Safety works closely with the Louisville Metro Police Department and other local, state and federal law enforcement agencies. Every crime violation is reported promptly to the local police department. The director of the Department of Public Safety meets regularly with the police officials to discuss common crime problems and criminal activity on and near campus. The Office of Public Safety provides assistance to local law enforcement agencies when they are conducting an investigation that may involve a university student or employee.

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## Crime Prevention Programs

Escort Program: The Department of Public Safety's escort service to all campus locations is available to students and employees 24 hours a day, 7 days a week.

Emergency Telephones: Exterior emergency Code Blue phones are directly linked to the Department of Public Safety's contact line.

Surveillance Cameras: The Department of Public Safety monitors over 200 cameras placed around the campus.

Daily Building/Lighting Checks: When patrolling, officers survey exterior lighting, building exterior doors and campus grounds. All maintenance problems are reported to Facilities Management.

Crime Prevention Publicity: Crime prevention articles are printed in the student newspaper and the employee daily e-mail.

World Wide Web Site: The Department of Public Safety's website contains safety and crime prevention tips at http://www.bellarmine.edu/security

Shuttle Transportation Program: The Department of Public Safety oversees the Shuttle Bus operations responsible for transporting students, faculty and staff to campus locations. The hours of operation vary. Information on route times and drop off locations is available at http://www.bellarmine.edu/security/shuttlebus.

Security Awareness and Workplace Violence Training: Each semester the director provides detailed information on how to prevent workplace violence and how to identify possible offenders and the steps to take if violence occurs. The course covers warning signs information, reporting mechanisms and sources of counseling when possible offenders are identified.

# University Regulations Governing the Use of Alcohol

The following regulations govern the use of alcohol on the Bellarmine University campus: The use or possession of alcoholic beverages is allowed:

1. At on-campus and off-campus student sponsored events or at University-sponsored activities for students when approved by the Director of Student Activities and the Dean of Students. A student-sponsored event includes, but is not limited to, private parties and events at which University or student organization funds or resources are used. This policy applies, therefore, to all out-of-state travel or travel abroad, regardless of the alcohol policies/laws that exist elsewhere.

2. Intoxication and/or alcohol abuse shall not be permissible as an excuse for unlawful behavior or misconduct. Public drunkenness as commonly defined by slurred speech, erratic behavior and physical coordination difficulties, is prohibited. In addition, disorderly conduct, property destruction, intimidation, verbal abuse or harassment, or other infringements of the rights of others as a result of alcohol use is prohibited.

3. Alcoholic beverages of any kind are prohibited at University-sponsored athletic events on and off campus. Such beverages may be served to adult groups (guests of the University) within the controlled environment of the Booster Room or one of the rooms provided for entertaining guests.

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4. No driver shall consume alcoholic beverages in any University vehicle or in a University sponsored vehicle. State law prohibits alcohol consumption in any vehicle on public highways.

## Alcohol Policy Violations and Sanctions

Each violation of the University Alcohol Policy will be reviewed according to the University's Student Conduct. The following sanctions, per alcohol policy offense, will be used as guidelines and are not requirements. The sequence of sanctions below may not be followed for more severe alcohol policy violations (e.g. excessive amounts of alcohol). Failure to meet the terms of any sanction in the allotted time period will result in further disciplinary actions, including additional sanctions and/or fines.

**First offense** - Warning and completion of Alcohol EDU for Sanctions at cost to student within the time frame allotted by Hearing Officer.

**Second offense** - University On-Notice, Educational Sanction, Alcohol Education Fund Fine of $120, Parental Notification*, Completion of an alcohol screening and assessment through the University Counseling Center.

**Third offense** - University Probation and Parental Notification*

**Fourth offense** - University Suspension

Additional sanctions may be assigned as deemed necessary by the appropriate student conduct body. Additional sanctions may include, but are not limited to, assignment of community service hours, residence hall probation, educational sanctions, restitution, etc.

**In accordance with the Family Educational Rights and Privacy Act, which is part of the Higher Education Act, the University has a right to notify parents/legal guardians if a student under the age of 21 violated an alcohol or drug policy or is accused of a violent crime. Bellarmine University may inform parents/legal guardians of students who have received the sanction of University or Residence Hall Probation or higher.*

## State and City Laws

Members of the University community are expected to be aware of and obey state and municipal laws or ordinances regulating the use, possession or sale of alcoholic beverages. Alcohol concentration of or above 0.08 is the definition of intoxication in the State of Kentucky.

Students who are cited for violations of such laws or ordinances by state or municipal authorities also may face University disciplinary proceedings and/or be required to pursue counseling or treatment as a condition of continued enrollment at the University. The laws of the

Commonwealth of Kentucky are applicable to every person on the Bellarmine University campus, regardless of his or her state or country of origin.

The following are important Kentucky and City of Louisville laws or ordinances:

1. It is illegal for any person under twenty-one (21) years of age to attempt to purchase, consume, possess, or transport any alcoholic beverages.

2. It is illegal for any person under twenty-one (21) years of age to knowingly and falsely present him or herself to be twenty-one (21) years of age for the purpose of procuring any intoxicating beverage.

3. It is illegal for any person to represent to a dealer or any other person that a minor is over twenty-one (21) years of age for the purpose of inducing the dealer or other person to serve alcoholic beverages to that minor.

4. It is illegal for any person to request anyone over twenty-one (21) years of age to purchase or offer to purchase any alcoholic beverage from a licensed dealer for a minor.

5. It is illegal for any person to sell, furnish or give away any alcoholic beverage to a person under twenty-one (21) years of age or to any person who is visibly intoxicated.

6. It is illegal to operate or control a motor vehicle while under the influence of alcohol.

7. It is illegal for any person, whether or not a minor, to sell alcoholic beverages without a license.

8. It is illegal for any person to induce anyone under twenty-one (21) years of age to commit any of the above criminal acts.

A City of Louisville ordinance prohibits the consumption of alcoholic beverages and the possession of open containers of alcoholic beverages in public streets, sidewalks, highways, buildings, lanes, parking lots, recreation or park areas or other public property within the City of Louisville. The penalties for violating the above laws and ordinance are severe. Moreover, individuals may face severe financial consequences from a civil lawsuit arising out of the use or misuse of alcohol.

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# Illegal Drug Use Policy

Bellarmine University does not allow the use of illegal substances because it is dangerous to the well-being of individual users and to the goals of this educational community. The following regulations are in effect. Students involved in the manufacture, sale, offering to sell, delivery, use or possession of a controlled substance or paraphernalia will be referred to the Dean of Students. Such conduct could entail suspension or expulsion from the University and/or a requirement that the student enroll and actively participate in a drug counseling and rehabilitation program as a

condition of continued enrollment or readmission. The University reserves the right to evict a residential student involved in any of the above-mentioned behaviors from its residence halls at any time during the academic year. These regulations are not substitutes for criminal sanctions provided for by state and federal statutes.

**Laws Concerning Illicit Drugs**

The following laws concerning specific illicit drugs are drawn from the Controlled Substance Act of the Commonwealth of Kentucky. A representative listing of specific drugs and the violations inherent in illegal activities related to such drugs is provided below. The failure to list all drugs included in the above act does not exonerate individuals from responsibility for their actions as it relates to illegal drugs, nor does it preclude the University from taking steps to address illegal activity in terms of its own internal counseling and referral system or its judicial system.

Among others, the following acts and the causing thereof are prohibited within the Commonwealth of Kentucky:

- The manufacture, sale or delivery, holding, offering for sale, or possession of any controlled substance or drug paraphernalia.
- The penalty for violation of these acts is based upon the nature or schedule of the drug involved and the weight of the substance.

**Possession of Marijuana**

1. A person is guilty of possession of marijuana when he/she knowingly and unlawfully possesses marijuana. Possession of marijuana is a class A misdemeanor.

2. A person is guilty of marijuana cultivation when he/she knowingly and unlawfully possesses marijuana plants with the intent to sell. Possession of 5 or more plants of marijuana is a class D felony.

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**Criteria for Classification of a Schedule 1 Narcotic**

A Schedule 1 narcotic is one that has high potential for abuse and has no accepted medical use in treatment in the United States. Possession of a Schedule 1 narcotic is a class D felony.

**Criteria for Classification of a Schedule 2 Narcotic**

A Schedule 2 narcotic is one that has a high potential for abuse and has a current medical use in treatment in the United States. Possession of a Schedule 2 narcotic is a class A misdemeanor. Trafficking in narcotics or marijuana within one-thousand (1000) yards of any school is a class D felony.

**Drug Conviction & Financial Aid**

If a student is convicted in a court of law for possessing or selling illegal drugs while receiving federal student aid, this action may negatively affect the student's future eligibility to receive such aid. Please contact the Office of Financial Aid to discuss the student's aid eligibility.

**Possession of Drug Paraphernalia**

Possession of any drug paraphernalia is a class A misdemeanor; however, the presence of any illegal controlled substance in/on this paraphernalia may change this to a class D felony.

See http://www.bellarmine.edu/docs/default-source/student-affairs-docs/studenthandbook2014-2015.pdf?sfvrsn=2 for complete information on alcohol and drug policies for undergraduate students.

# Kentucky State Sex Offender Registry

For information on the Kentucky sex offender registry go to: http://kspsor.state.ky.us/

# Counseling Services

Students seek personal counseling for many reasons: a personal crisis, interpersonal relationship problems, family problems, depression, stress, alcohol/drug problems, eating disorders, etc. Recognizing the impact that personal concerns can have on academic performance, Bellarmine provides confidential personal counseling services to students. Those services include individual, couples, and group counseling; crisis intervention; assessment; and consultation. The Counseling Center staff is comprised of licensed mental health professionals and advanced graduate practicum students under the supervision of the full-time staff members. Counseling services are free, confidential, and available to all currently enrolled Bellarmine students. The Counseling Center is located on the 4th floor of the 2120 Building (2120 Newburg Road). To schedule an appointment, students should call 502.272.8480. For more information please call the main number or visit the website: www.bellarmine.edu/studentaffairs/counselingcenter.

Available drug or alcohol abuse educational programs include:

"Choices," is a brief (90 minute), alcohol education program for college students. It was developed based on behavioral change research and utilizing principles of harm reduction, motivational interviewing and interactive journaling. The program focuses on educating students about the effects and risks of alcohol consumption, while also engaging students in self-reflection about their personal values and goals and how those personal factors influence their behavioral choices. Bellarmine University presents the *Choices Program at Crossroads*, which is a 3-day orientation program for first year students.

Other educational programs available:

eCheck-up: This is an on-line, brief alcohol use intervention program, which provides students with individualized feedback about their alcohol consumption and utilizes principles of motivational interviewing to encourage students to low-risk behavioral decisions. This program is free to all BU students and available at any time, accessible via the Counseling Center web site.

BASICS (Brief Alcohol Intervention for College Students): This is a model of brief intervention utilized by the Counseling Center staff when working with students referred to our office for mandated assessments (following violation of university policy). BASICS is a semi-structured interventions, where a counselor meets individually with a student to assess their current and past substance use, emotional/psychological issues, and various associated risk factors (e.g. family history). After the initial assessment interview, the counselor has two follow-up appointments to provide feedback to the student, identify any changes/goals that the client may have and monitor their progress in meeting those goals.

The Department of Public safety encourages pastoral and professional counselors to inform persons they are counseling about the procedures for confidential crime reporting.

## Sexual Assault & Sexual Misconduct Policy

A comprehensive sexual assault and misconduct policy, including victims' rights and rights of the accused, for Bellarmine University's undergraduate population is published in the Student Handbook and is available at:

**http://www.bellarmine.edu/docs/default-source/student-affairs-docs/studenthandbook2014-2015.pdf?sfvrsn=2**

## Missing Student Policy & Procedures

**Purpose** – The purpose of this policy is to establish procedures for the University's response to reports of missing students, as required in Section 488, of the 2008, Higher Education Opportunity Act.

For purposes of this policy, a student will be considered missing, if a roommate, classmate, faculty member, family member, or other campus person has not seen the person in a reasonable amount of time. A reasonable amount of time may vary with the time of day and information available regarding the missing person's daily schedule, habits, punctuality and reliability. Individuals will also be considered missing immediately, if their absence has occurred under circumstances that are suspicious or cause concerns for their safety.

## Procedures for designation of emergency contact information

**a**. Students age 18 and older and emancipated minors – Students will be given the opportunity during each semester registration process to designate an individual or individuals to be contacted by the college "in case of emergency." (All information collected will be registered confidentially) In the event a student is reported missing, college personnel will attempt to contact his/her emergency designee no more than 24 hours after the time that the student is determined to be missing in accordance with the procedures set forth below. An emergency contact designee will remain in effect until changed or revoked by the student.
**b**. Students under the age of 18 – In the event a student who is not emancipated is determined to be missing pursuant to the procedures set forth below, the college is required to notify a custodial parent or guardian no more than 24 hours after the student is determined to be missing in accordance with the procedures set forth below.

## Official notification procedures for missing persons

**a.** Any individual on campus who has information that a residential student may be a missing person must contact a member of the residence life staff within that student's residence hall as soon as possible. Residence Life staff will then notify the Office of Public Safety. Note: If a commuter student is believed missing, the reporting person should immediately notify local law enforcement and the Office of Public Safety. The Office of Public Safety will assist outside law enforcement agencies with these investigations as requested.
**b.** Residence Life staff and the Office of Public Safety will gather information about the residential student from the reporting person and from the student's acquaintances (description, clothes last worn, where student might be, who student might be with, vehicle description, information about the physical and mental well-being of the student, an up-to-date photograph, class schedule, etc.). The Office of Student Affairs will be notified to aid in the search for the student.
**c.** If the above actions are unsuccessful in locating the student within four hours of the report or it is apparent immediately that the student is a missing person (e.g., witnessed abduction), the Office of Public Safety will contact the Louisville Metro Police Department by calling 911, to report the student as a missing person, who will take over the investigation.
**d.** No later than 24 hours after determining that a residential student is missing, the Vice President of Student Affairs and the Dean of Students, or his/her designee, will notify the emergency contact (for students 18 and older) or the parent/guardian (for students under the age of 18) that the student is believed to be missing.

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## Media Relations concerning missing students

The law enforcement agency conducting the investigation will provide information to the media that is designated to obtain public assistance in the search for any missing student. The Vice President of Communications & Public Affairs, or his designee, shall be available to provide information to the investigating law enforcement agency concerning media requests.

# Campus Emergencies and Evacuation Procedures

Bellarmine University's Emergency and evacuation procedures are available to the Campus Community in the *Disaster Preparedness Manual*. This manual is available via the staff and students portals on the Bellarmine website.

# Reporting an Emergency

**ALL EMERGENCIES SHOULD IMMEDIATELY BE REPORTED TO THE BELLARMINE UNIVERSITY CAMPUS DEPARTMENT OF PUBLIC SAFETY.**

- Dial extension **7777** from any campus telephone
- Dial **272-7777** ( Office number) from a non-campus phone

**In the event of immediate need of an ambulance or firefighting equipment, also dial 911 from any campus phone or 911 from any non-campus phone**.

# Emergency Notification System

This system is intended for the immediate dissemination of specific information regarding an emergency. The emergency notification will be issued without delay and taking into account the safety of the community. The only exception is if doing so will compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Telephones, landline and/or cellular, email, text-messaging, and webpage notification shall be the primary means of emergency notification on Bellarmine campus during a major emergency or disaster situation. These methods of communications should be supplemented by two-way radios, if operable. The Emergency Operations Center (EOC), if established, shall be the focal point for all communications to and from campus administrators

**Each administrator, upon receiving notification of an emergency, will pass along this information to all those departments and offices under their direction and will appoint any representatives as deemed prudent to handle future dissemination needs.**

## Direction and Control

The President of Bellarmine University or his/her designee will direct emergency operations, with the assistance and input of an Emergency Operations Team (EOT). This team will be made up of the following persons:

1. University President (272-8234)
2. Executive Vice President & Provost (272-8160)
3. Vice President of Student Affairs (272-8304)
4. Vice President of Administration & Finance (272-8263)
5. Vice President of Communications and Public Affairs (272-8046)
6. Vice President of Enrollment Management (272-8376)

7. Vice President of Development & Alumni Relations (272-8328)
8. Assistant Vice President of Facilities Management (272-8117)
10. Director of the Department of Public Safety (272-7777)
11. Director News Media & Social Network (272-8329)
12. Director Facilities Management (272-8117)
13. Chief Human Resources Officer (272-8236)
14. Director of Information Technology (272-8098)
15. Graduate Resident Director (272-7105)
16. Chemical and Hygiene Officer (272-8219)
17. Director of Campus Ministry (272-8051)
18. Director of Sports, Recreation, & Fitness and Health Services (272-8312)
19. Registrar (272-8133)
20. Engineer Information Technology (272-8301)
21. Director of Counseling Center (272-8480)

**The President or his/her senior officer shall provide leadership, direction, and coordination of all activities.**

The Vice President of Student Affairs or his/her designee shall be responsible for coordinating all activities of campus security, maintenance, and all other facilities support personnel, in the performance of all tasks and responsibilities necessary to safeguard and/or restore all University facilities. This Vice President shall ensure that disaster assessment teams are assigned to evaluate damage and shall direct or coordinate all repairs and maintenance of all affected buildings, roads, parking lots, drainage systems, electrical, gas and water services, and all other essential services. The Executive Vice President & Provost shall advise the President and the Vice President of Academic Affairs of any conditions that pose a threat to life, property, or completion of assigned tasks.

## Emergency Plan Activated - Emergency Response Procedures

Upon the activation of the Emergency Plan by the President or his/her designee, the Emergency Operations Team (EOT) will convene as quickly as possible in the Horrigan Hall/Campus Center Fireplace Room (CC123), or the designated alternate site, and address the following tasks:

- Obtain a briefing on the status of the situation to date, from Campus Department of Public Safety, Facilities Management, and any other relevant parties, including external agencies such as LMPD, fire department, and utilities.

- Determine the institutional effects of the emergency. Review emergency goals and response priorities, develop an action plan, and determine the need to establish a centralized Emergency Operations Center.

- If necessary, authorize a temporary suspension of classes, campus closure, or evacuation.

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- Establish communications with affected areas and determine the safety of assumed unaffected areas. This internal communication plan should include email and text-messaging to everyone on campus.

- Establish special services as needed, e.g., temporary shelter, communications, and transportation.

- Provide appropriate security at critical sites. Post any signage or place barricades where needed.

- If applicable, coordinate any casualty notifications.

- If not establishing an EOC, ensure that all media relations will be covered from a central location. The Bellarmine Vice-President for Communication and Public Affairs, or his designee, will coordinate all press releases; manage any news conferences, site tours, interviews, and other communications issues.

- Develop emergency-specific policies as needed and disseminate this information as needed.

- Determine Bellarmine priorities for the recovery of any mission-critical teaching and research programs which may be affected.

- Plan the resumption or temporary relocation of affected University activities.

- Address any legal issues associated with the emergency.

- Determine and implement internal communication strategies, including email, text-messaging, and website communication.

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Duties and Responsibilities

A. The President of Bellarmine University or his/her senior officer:

- Determines and declares a campus state of emergency.
- Directs emergency operations.
- Provides the Board of Trustees with updated information in a timely manner

B. Vice-Presidents and Directors:

- Prepare for emergency situations by ensuring that all staff under their direction fully understand the operation of the Disaster Preparedness Plan, as well as their duties and responsibilities connected with the plan.
- Inform subordinates of the emergency condition.

- Maintain communications with both the EOC and their employees, and relaying critical and relevant information up and down the chain.

C. Faculty and Supervisors:

- Educate students and/or employees about campus emergency procedures, especially the Evacuation Procedures, as set forth in this plan.
- Continually evaluate assigned facilities and activities and report all immediate safety hazards to the Emergency Operations Center. All other problems can be sent to the Office of Facilities Management, via a Service Request.
- Inform students and/or employees in the event of an emergency and initiate Emergency Procedures, as outlined in this plan.

# Media Relations

Bellarmine University realizes the importance of expediting the orderly flow of accurate information to the general public before, during and after a serious incident or disaster. With that in mind, the University has one basic guideline to be observed during a crisis situation:

→ ONLY authorized spokesperson(s) will meet with, or talk to, the media.

The University Vice-President for Communication and Public Affairs or his/her designee, will be the designated spokesperson for Bellarmine University in the event of an emergency, unless otherwise determined by the University President.

University personnel will report all emergencies in accordance with the instructions contained within this plan. They will not communicate with outsiders, especially members of the media, on behalf of the University, concerning the emergency, unless authorized to do so by the University spokesperson or the President.

**(Also refer to the campus Crisis Communication Plan Title VI. Pg.-6)**

# Panic Buttons

Once a panic button is activated by staff, a phone call will be generated to the Department of Public Safety with a recorded message indicating where the panic button was triggered. Public Safety will immediately dispatch a patrol officer to the scene and call 911 for police response to unknown trouble. The Director of Public Safety is notified as soon as practical after receiving the alarm and dispatching responses.

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# Evacuations

Each building on campus has a Building Emergency Action Plan (**BEAP**) to provide for students, faculty, staff and visitors during an emergency. Each Emergency Action Plan was developed not only to provide for the safety of the University community, but also to comply with Occupational Safety and Health Administration (OSHA) regulation 29 CFR 1910.38.

The Building Emergency Action Plan will be tested annually. The Department Chairpersons and Administrators are responsible to ensure that the department uses and implements the BEAP.

The assigned Building Emergency Coordinator (**BEC)** is responsible for the plan and employee education regarding this plan. The Department of Public Safety will coordinate with the BEC the testing of the plan annually. Testing will entail conducting an emergency exercise for one chosen section of the plan. During an emergency The BEC will implement the Building Emergency Action Plan and coordinate emergency actions to ensure the safety of the people in the building. The BEC emergency duties include the following:

- Ensure that the notification to emergency agencies can take place.
- Assist in building evacuation.
- Report to the assembly area.
- Account for evacuated personnel.
- Collect essential information for emergency personnel (i.e., location of the incident, persons still in building, and special hazards in the building, unique conditions).
- Develop specific procedures to assist persons with physical disabilities that are assigned to the department.
- Assist physically disabled employees, students, or visitors.

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# Annual Fire and Tornado drills are conducted for each building on campus

| | Fire Drill | 2013/2014 |
|---|---|---|
| **Buildings** | **Date Scheduled** | **Date Completed** |
| Allen Hall | 3/22/14 | 4/11/14 |
| Alumni Hall | 3/22/2014 | 4/11/14 |
| Anniversary Hall | 11/14/13 | 2/25/14 |
| Art Building | 3/22/2013 | 4/11/14 |
| BAC Building | 3/24/14 | 4/11/14 |
| School of Comm | 3/14/2013 | 4/11/2014 |
| Brown Library | 3/20/2014 | 4/11/14 |
| Chapel | 11/7/13 | 4/10/14 |
| Flynn Building | 3/22/2013 | 4/4/2013 |
| Horrigan Hall | 3/14/2014 | 1/15/2014 |
| Kennedy Hall | 11/7/2013 | 2/25/14 |
| Knights Hall | 3/25/14 | 4/11/14 |
| Miles Hall | 3/19/2014 | 4/11/14 |
| Music | 3/18/2013 | 4/11/14 |
| Newman Hall | 11/7/2012 | 2/25/14 |
| NHSC | 3/19/2013 | 4/11/14 |
| Pasteur Hall | 3/19/2013 | 4/11/14 |
| Petrick Hall | 11/8/2013 | 2/25/14 |
| Siena Primo | 11/8/2013 | 2/28/14 |
| Siena Secondo | 11/8/2013 | 2/28/14 |
| Siena Terzo | 11/8/2013 | 2/28/14 |
| Siena Quarto | 11/8/2013 | 4/11/14 |
| SURF Center | 3/25/2014 | 4/11/14 |
| Wyatt Hall | 3/20/2014 | 4/11/14 |

**2013-2014 Fiscal Year Fire Drill Schedule**

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# Policies for Fire Safety

**Disclosure of the existence of fire suppression system in campus housing**
In accordance with Senate Bill 63, Residence Life informs all residential students that we currently have fire suppressant systems in Anniversary, Kennedy, Newman, Petrik, Siena Primo Siena Secondo and Siena Quarto Residence Halls. All residence halls
are within regulated fire code of the state of Kentucky and fire safety information is covered at required residential floor meetings and in the Bellarmine University student handbook.

**Policy for appliances in regard to fire safety concerns**
Limitations are imposed on electrical appliances because of fire safety concerns. Acceptable appliances include: iron, radio, stereo, TV, study lamp, video game console, electric razor, hair dryer, personal computer and VCR/DVD. Small coffeepots and hot air corn poppers with an automatic cutoff element and enclosed heating unit are permitted, provided they do not exceed 5000 watts or 120 volts. Hot plates, toasters, toaster ovens, electric grills, space heaters and other open element electrical appliances are not permitted in the residence halls. In addition, halogen lamps are not allowed in the residence halls for safety reasons. Prohibited electrical equipment will be confiscated and returned at semester break.

**Policy for giving students with disabilities priority for first floor housing**
Students requesting first floor housing should contact the Disability Services Office at (502) 4528480 (V) or (502) 4528440 (TTY).
The department's Coordinator enforces University's policies and services for students with disabilities.

**Policy for maintaining a record of any on campus housing assignment for students with disabilities, and the procedure for alerting safety and emergency personnel of the location of students with disabilities**
If students require any assistance evacuating the residence halls in an emergency, they must notify the Director of Residence Life at the beginning of the semester and include the nature of assistance needed. This information will be shared with the Residence Life, Public Safety and Fire Department personnel.

**Procedures Used to Educate the Campus Community about Fire Safety**
The University's Department of Public Safety is assigned the task of educating and informing the campus community on safety and emergency response procedures. Each year throughout the semester the following information, training, and drills are made available to students, faculty, and staff.

- Fire drills at each building annually
- Quarterly Campus Safety Committee meetings
- Annual Training for all Building Fire Response Officers
- Building Evacuation Training for all Student Resident Assistants
- Campus wide email sent to students, faculty, and staff, on fire safety concerns as needed.
- Open website access to fire incident reports
- Campus *Concord* (University newspaper) news articles on fire and safety concerns.
- Campus wide Annual Safety Week in October.

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# Location of Fire Extinguishers

There are fire extinguishers' in every building, 330 total on campus. All fire extinguishers are inspected monthly by the Department of Public Safety and inspected bi-annually by a vendor selected by the department of Public Safety. All inspections records are maintained in the Office of Public Safety.

# University Smoking Policy

## University Non-Smoking Policy

**Tobacco Use Policy**
In keeping with Bellarmine' s intent to provide a safe and healthful learning environment, tobacco use is not permitted in any University buildings, on the campus property, or in University-owned vehicles. Tobacco may be used in an individual's own personal vehicles. Tobacco products means all forms of tobacco including but not limited to cigarettes, cigars, pipes, water pipes (hookahs), electronic cigarettes, and smokeless tobacco products. This policy applies to all individuals including but not limited to faculty, staff, students, volunteers, patients, customers, contractors, and visitors to the campus.

Effective: January 1, 2010

## Smoking Policy for Resident Halls

All residence halls are smoke-free. No smoking is allowed anywhere within the residence halls. Students found smoking inside the residence halls will be subject to judicial sanctioning. (*Online Student Handbook*)

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# Bellarmine Campus Buildings
# Fire alarm systems & location

| Building Name | Panel Model | Location |
|---|---|---|
| Horrigan Hall | Simplex - 4020 | Horr 019-C |
| Horrigan Security office | Simplex – 2120 &Siemens MXL | Horr CC055 |
| Brown Library | Simplex – 4100 | Front lobby |
| Pasteur Hall | Simplex – 4100u | Boiler room basement |
| Norton Health Science Center | Simplex – 4010 | Boiler room basement |
| Wyatt Hall | Simplex – 2120 | Near W 118 |
| Brown Activities Center | Simplex – 2120 | BR102 Mechanical room |
| Norton Music Building | Simplex – 2120 | By front door |
| Norton Art Building | Simplex - 2120 | By front door |
| Alumni Hall | Simplex – 2120 | Near front door |
| Miles Hall | Simplex – 4100 | M117 |
| . 2120 Building | Simplex – 4010 | Mechanical room # 125 |
| . Old Pro Shop Building | Simplex – 4004 | Front door by SSC office |
| . SURF center | Simplex – 4010 | Next to front door |
| . Knight's Hall | Simplex – 4020 | Next to front doors |
| . Chapel | Simplex – 4005 | Basement |
| . Siena Primo | Siemens MXL | 1st Floor Mechanical |
| . Siena Secondo | Siemens MXL | room next to S109 |
| . Siena Quartro | Siemens MXL | Front Lobby main entrance |
| . Siena Terzo | Siemens MXL | Room 129 |
| . Petrik Hall | Simplex – 4100 (Dial Up) | Front Lobby |
| . Kennedy/Newman Hall | Simplex – 4100 | Main Lobby |
| . Anniversary Hall | Siemens MXL | RA's Office – 1st floor |
| . Merton Center (Brown Library) | Vulcan FM 200 | Room 228 Director's Office |
| . Horrigan | Vulcan FM 200 | MDF room |
| Horrigan | Vulcan FM 200 | Communications room |
| . Flynn Building | Siemens Fire Finder XLS | Room 124 |

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| | *Resident Halls* | | |
|---|---|---|---|
| Year | 2013 | 2012 | 2011 |
| Total Alarms | 22 | 27 | 22 |
| **Fires** | | | |
| Damages | 0 | 0 | 0 |
| Injuries | 0 | 0 | 0 |
| Fatalities | 0 | 0 | 0 |
| Total Fires | 0 | 0 | 0 |
| **False alarms** | | | |
| Damages | 0 | 0 | 0 |
| Injuries | 0 | 0 | 0 |
| Fatalities | 0 | 0 | 0 |
| Total False Alarms | 00 | 6 | 6 |
| **Unwanted Alarms** | | | |
| damages | 0 | 0 | 0 |
| Injuries | 0 | 0 | 0 |
| Fatalities | 0 | 0 | 0 |
| Total Unwanted | 00 | 21 | 15 |

# Fire alarm statistics

## Definitions

**Fire:** An instance of an open flame burning, smoke from fire or other burning in an area not intended for fire. An open flame or smoke burning in an uncontrolled manor.

**False Alarm:** The fire system was activated, intentionally or accidently, when no fire or danger existed, or the system malfunctioned.

**Unwanted Alarm:** The fire alarm system activated properly, however; the ultimate cause was determined to be false. Examples of a false alarm include, dust entering a smoke detector, popcorn burnt in a microwave, etc.

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# FIRE INCIDENT REPORT FOR 2013

| Name of Residence Hall | # of fire-related deaths | # of individuals requiring treatment as a result of fire | Value of property damage caused by fire |
|---|---|---|---|
| Anniversary Hall | 0 | 0 | 0 |
| Kennedy Hall | 0 | 0 | 0 |
| Newman Hall | 0 | 0 | 0 |
| Petrik Hall | 0 | 0 | 0 |
| Siena Hall Primo | 0 | 0 | 0 |
| Siena Hall Secundo | 0 | 0 | 0 |
| Siena Hall Terzo | 0 | 0 | 0 |
| Siena Hall Quarto * | 0 | 0 | 0 |

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**THE JEANNE CLERY REPORT FOR 2014**
**CLERY CRIME STATISTICS FOR 2013**

| Category | Venue | 2011 | 2012 | 2013 |
|---|---|---|---|---|
| Murder and Non-Negligent Manslaughter | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Negligent Manslaughter | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| SEX OFFENSE Forcible | ➢ On Campus** | 0 | 1 | 4 |
| | ➢ In residence halls or conference facilities | 0 | 1 | 4 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| SEX OFFENSE Non-forcible | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Stalking | ➢ On Campus** | - | - | 1 |
| | ➢ In residence halls or conference facilities | - | - | 0 |
| | ➢ Non-campus building or property | - | - | 0 |
| | ➢ On public Property | - | - | 0 |
| Domestic Violence | ➢ On Campus** | - | - | 0 |
| | ➢ In residence halls or conference facilities | - | - | 0 |
| | ➢ Non-campus building or property | - | - | 0 |
| | ➢ On public Property | - | - | 0 |
| Dating Violence | ➢ On Campus** | - | - | 0 |
| | ➢ In residence halls or conference facilities | - | - | 0 |
| | ➢ Non-campus building or property | - | - | 0 |
| | ➢ On public Property | - | - | 0 |

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| | | | | |
|---|---|---|---|---|
| Robbery | ➢ On Campus** | 0 | 1 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 1 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Aggravated Assault | ➢ On Campus** | 1 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Burglary | ➢ On Campus** | 2 | 2 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 1 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Arson | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Motor Vehicle Theft | ➢ On Campus** | 1 | 2 | 1 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |

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| ARRESTS FOR: | | | | |
|---|---|---|---|---|
| **Category** | **Venue** | **2011** | **2012** | **2013** |
| Alcohol Policy Violations | ➢ On Campus** | 1 | 0 | 2 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Drug Related Violations | ➢ On Campus** | 0 | 7 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 1 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Weapons Possession | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| | DISCIPLINARY REFERRALS FOR: | | | |
| Alcohol Policy Violations | ➢ On Campus** | 156 | 125 | 168 |
| | ➢ In residence halls or conference facilities | 156 | 122 | 165 |
| | ➢ Non-campus building or property | 1 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Drug Related Violations | ➢ On Campus** | 14 | 2 | 5 |
| | ➢ In residence halls or conference facilities | 14 | 2 | 5 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Weapons Possession | ➢ On Campus** | 0 | 1 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |

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| HATE CRIMES | | | | |
|---|---|---|---|---|
| **Category** | **Venue** | **2011** | **2012** | **2013** |
| Murder and Non-Negligent Manslaughter | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Negligent Manslaughter | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| SEX OFFENSE Forcible | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| SEX OFFENSE Non-forcible | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Robbery | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Aggravated Assault | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Burglary | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Arson | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference | 0 | 0 | 0 |

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| | | | | |
|---|---|---|---|---|
| | facilities | | | |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Motor Vehicle Theft | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Larceny-Theft | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Simple Assaults | ➢ On Campus** | 0 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 0 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Intimidation | ➢ On Campus** | 3 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 2 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public property | 0 | 0 | 0 |
| Destruction, Damage or Vandalism of Property | ➢ On Campus** | 2 | 0 | 0 |
| | ➢ In residence halls or conference facilities | 1 | 0 | 0 |
| | ➢ Non-campus building or property | 0 | 0 | 0 |
| | ➢ On public Property | 0 | 0 | 0 |
| **Fires – On-Campus Student Housing Facilities** | | | | |
| **Name of Facility** | **Summary** | **2011** | **2012** | **2013** |
| Anniversary Hall | ➢ Fires | 0 | 1 | 0 |
| | ➢ Injuries | 0 | 0 | 0 |
| | ➢ Deaths | 0 | 0 | 0 |
| Kennedy Hall | ➢ Fires | 0 | 0 | 0 |
| | ➢ Injuries | 0 | 0 | 0 |
| | ➢ Deaths | 0 | 0 | 0 |
| Newman Hall | ➢ Fires | 0 | 0 | 0 |
| | ➢ Injuries | 0 | 0 | 0 |
| | ➢ Deaths | 0 | 0 | 0 |

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| | | | | |
|---|---|---|---|---|
| Norris Apartments | ➢ Fires | 0 | 1 | 0 |
| | ➢ Injuries | 0 | 0 | 0 |
| | ➢ Deaths | 0 | 0 | 0 |
| Petrik Hall | ➢ Fires | 0 | 0 | 0 |
| | ➢ Injuries | 0 | 0 | 0 |
| | ➢ Deaths | 0 | 0 | 0 |
| Siena Primo | ➢ Fires | 0 | 0 | 0 |
| | ➢ Injuries | 0 | 0 | 0 |
| | ➢ Deaths | 0 | 0 | 0 |
| Siena Secondo | ➢ Fires | 0 | 0 | 0 |
| | ➢ Injuries | 0 | 0 | 0 |
| | ➢ Deaths | 0 | 0 | 0 |
| Siena Terzo | ➢ Fires | 0 | 0 | 0 |
| | ➢ Injuries | 0 | 0 | 0 |
| | ➢ Deaths | 0 | 0 | 0 |
| Siena Quarto | ➢ Fires | 0 | 0 | 0 |
| | ➢ Injuries | 0 | 0 | 0 |
| | ➢ Deaths | 0 | 0 | 0 |

**This "On Campus" category includes all on-campus incidents, including those listed in the category, "In residence halls or conference facilities." Therefore, the two categories are not cumulative, but duplicative.

HATE CRIME STATISTICS

Each statistic resulting in bodily injury that is motivated by a type of bias or prejudice will have a superscript notation for the type of bias. Numbers in superscripted parenthesis indicate the number out of the total number of incidents that were motivated by each type of bias.

Key to Hate Crime Notations by Type of Bias or Prejudice:

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

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**Michael Minger Act**

## Section 3: Campus Crime Statistics for 2013

**Table 1 – Crimes**
**Crimes Reported to Law Enforcement**

| | On Campus | | Off Campus | |
|---|---|---|---|---|
| **Crime Category [1]** | **Total Campus Property Crimes [2]** | **Residential Facility Crimes [3] (subset of Campus)** | **Recognized/owned/ leased/controlled Property Crimes [4]** | **Public Property Crimes [5]** |
| Arson | 0 | 0 | 0 | 0 |
| Assault | 0 | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 | 8 |
| Criminal Damage | 0 | 0 | 0 | 5 |
| Manslaughter | 0 | 0 | 0 | 0 |
| Menacing | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 1 |
| Murder | 0 | 0 | 0 | 0 |
| Reckless Homicide | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 |
| Sex Offenses – Forcible | 0 | 0 | 0 | 0 |
| Sex Offenses – Non-forcible | 0 | 0 | 0 | 0 |
| Stalking | 0 | 0 | 0 | 0 |
| Terroristic Threatening | 1 | 0 | 0 | 0 |
| Theft | 0 | 0 | 0 | 24 |
| Wanton Endangerment | 0 | 0 | 0 | 0 |
| Weapons Possession | 0 | 0 | 0 | 0 |
| Hate Crimes [6] | | | | |
| Bias – Race | 0 | 0 | 0 | 0 |
| Bias – Gender | 0 | 0 | 0 | 0 |
| Bias – Religion | 0 | 0 | 0 | 0 |
| Bias – Sexual Orientation | 0 | 0 | 0 | 0 |
| Bias – Ethnic | 0 | 0 | 0 | 0 |
| Bias – Disability | 0 | 0 | 0 | 0 |
| Arrest Only | | | | |
| Drug-related Violations | 0 | 0 | 0 | 0 |
| Liquor-law Violations | 0 | 0 | 0 | 0 |
| Other Alcohol Violations | 0 | 0 | 0 | 0 |

Notes for Preceding Chart

1 These are crime categories as required by the Federal and State Statue.

2 On-campus property includes all property owned by the institution and any reports taken by institution law enforcement officers on adjacent streets.

3 Number of crimes that occurred in institution residence halls, student apartment housing, or Greek sponsored housing facilities, if appropriate. These numbers are included in the on-campus totals.

4 Non-Campus Property is any of the officially recognized/owned/leased/controlled institution

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properties that are located off the main campus area.

[5] Information as reported from the Louisville Metro Police Department.

[6] Hate Crimes – These are not additional crimes. These are crimes already reported in the various crime categories that also fall into one of the reportable categories as required by KRS 164.948(3), or other crimes in which the victim was intentionally selected because of an actual or perceived prejudice.

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**BELLARMINE UNIVERSITY**
**Michael Minger Act**
**Section 3: Campus Crime Statistics for 2013**
**Table 2 – Criminal Attempts**
**Reported To Law Enforcement**

| | On Campus | | Off Campus | |
|---|---|---|---|---|
| **Crime Category [1]** | **Total Campus Property Attempts [2]** | **Residential Facility Attempts [3] (subset of Campus)** | **Recognized/owned/ leased/controlled Property Attempts [4]** | **Public Property Attempts [5]** |
| Arson | 0 | 0 | 0 | 0 |
| Assault | 0 | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 | 0 |
| Criminal Damage | 0 | 0 | 0 | 0 |
| Manslaughter | 0 | 0 | 0 | 0 |
| Menacing | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 | 0 |
| Murder | 0 | 0 | 0 | 0 |
| Reckless Homicide | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 |
| Sex Offenses – Forcible | 0 | 0 | 0 | 0 |
| Sex Offenses – Non-forcible | 0 | 0 | 0 | 0 |
| Stalking | 0 | 0 | 0 | 0 |
| Terroristic Threatening | 0 | 0 | 0 | 0 |
| Theft | 0 | 0 | 0 | 0 |
| Wanton Endangerment | 0 | 0 | 0 | 0 |
| Weapons Possession | 0 | 0 | 0 | 0 |
| Hate Crimes [6] | | | | |
| Bias – Race | 0 | 0 | 0 | 0 |
| Bias – Gender | 0 | 0 | 0 | 0 |
| Bias – Religion | 0 | 0 | 0 | 0 |
| Bias – Sexual Orientation | 0 | 0 | 0 | 0 |
| Bias – Ethnic | 0 | 0 | 0 | 0 |
| Bias – Disability | 0 | 0 | 0 | 0 |
| | Arrest Only | | | |
| Drug-related Violations | 0 | 0 | 0 | 0 |
| Liquor-law Violations | 0 | 0 | 0 | 0 |
| Other Alcohol Violations | 0 | 0 | 0 | 0 |

Notes for Preceding Chart

1 These are crime categories as required by the Federal and State Statue.

2 On-campus property includes all property owned by the institution and any reports taken by institution law enforcement officers on adjacent streets.

3 Number of crimes that occurred in institution residence halls, student apartment housing, or Greek sponsored housing facilities, if appropriate. These numbers are included in the on-campus totals.

4 Non-Campus Property is any of the officially recognized/owned/leased/controlled institution properties that are located off the main campus area.

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[5] Information as reported from the Louisville Metro Police Department.

[6] Hate Crimes – These are not additional crimes. These are crimes already reported in the various crime categories that also fall into one of the reportable categories as required by KRS 164.948(3), or other crimes in which the victim was intentionally selected because of an actual or perceived prejudice.



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**BELLARMINE UNIVERSITY**
**Michael Minger Act**
**Section 3: Campus Crime Statistics for 2013**
**Table 3 – Incidents Reported by Non-Law Enforcement Officials**
**Incidents and Crimes Reported to University Security**

| | On Campus | | Off Campus | |
|---|---|---|---|---|
| **Crime Category [1]** | **Total Campus Property Incidents [2]** | **Residential Facility Incidents [3] (subset of Campus)** | **Recognized/owned/ leased/controlled Property Incidents [4]** | **Public Property Incidents [5]** |
| Arson | 0 | 0 | 0 | 0 |
| Assault | 0 | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 | 0 |
| Criminal Damage | 34 | 4 | 1 | 0 |
| Manslaughter | 0 | 0 | 0 | 0 |
| Menacing | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | 1 | 0 | 0 | 0 |
| Murder | 0 | 0 | 0 | 0 |
| Reckless Homicide | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 |
| Sex Offenses – Forcible | 4 | 4 | 0 | 0 |
| Sex Offenses – Non-forcible | 0 | 0 | 0 | 0 |
| Stalking | 1 | 0 | 0 | 0 |
| Terroristic Threatening | 3 | 1 | 0 | 0 |
| Theft | 51 | 10 | 0 | 1 |
| Wanton Endangerment | 0 | 0 | 0 | 0 |
| Weapons Possession | 0 | 0 | 0 | 0 |
| Hate Crimes [6] | | | | |
| Bias – Race | 0 | 0 | 0 | 0 |
| Bias – Gender | 0 | 0 | 0 | 0 |
| Bias – Religion | 0 | 0 | 0 | 0 |
| Bias – Sexual Orientation | 0 | 0 | 0 | 0 |
| Bias – Ethnic | 0 | 0 | 0 | 0 |
| Bias – Disability | 0 | 0 | 0 | 0 |
| Arrest Only | | | | |
| Drug-related Violations | 0 | 0 | 0 | 0 |
| Liquor-law Violations | 2 | 0 | 0 | 0 |
| Other Alcohol Violations | 0 | 0 | 0 | 0 |

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Notes for Preceding Chart

1 These are crime categories as required by the Federal and State Statue.

2 On-campus property includes all property owned by the institution and any reports taken by institution law enforcement officers on adjacent streets.

3 Number of crimes that occurred in institution residence halls, student apartment housing, or Greek sponsored housing facilities, if appropriate. These numbers are included in the on-campus totals.

4 Non-Campus Property is any of the officially recognized/owned/leased/controlled institution

properties that are located off the main campus area.

[5] Information as reported from the Louisville Metro Police Department.

[6] Hate Crimes – These are not additional crimes. These are crimes already reported in the various crime categories that also fall into one of the reportable categories as required by KRS 164.948(3), or other crimes in which the victim was intentionally selected because of an actual or perceived prejudice.

[7] Drug related, liquor law and alcohol reports are for arrest only.



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