



MOUNT CARMEL  
College of Nursing

2019 ANNUAL CAMPUS  
SECURITY & FIRE SAFETY  
REPORT



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2019

**ANNUAL CAMPUS SECURITY AND FIRE SAFETY REPORT  
(Clery Act Compliance)**

***Policy for Reporting the Annual Disclosure of Crime Statistics***

The Mount Carmel College of Nursing (MCCN) has prepared this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act)<sup>1</sup>, in cooperation with Mount Carmel Health System Safety & Security, the Fairfield Medical Center (FMC) Police and local law enforcement agencies surrounding the MCCN and FMC campuses. This Annual Security Report (ASR) includes statistics for the previous three years concerning reported crimes that occurred on MCCN and FMC campuses, on public property within or immediately adjacent to and accessible from each campus, and on non-campus buildings/property. The report also includes institutional policies concerning campus security and other matters.

Each year, the College provides email notification to all faculty, staff, and enrolled students of the website where this report is available online. These notifications include a statement of the report's availability, a link to the exact URL where the ASR is located, a brief description of the report's contents, and a statement that the College will provide a paper copy of the ASR upon request. Prospective students and employees are notified of the availability of the report. Any request for a copy shall be made by contacting the Director of Compliance in the College of Nursing at [compliance@mccn.edu](mailto:compliance@mccn.edu) or 614-234-2341, and it will be provided at no cost.

***Emergency Numbers***

Emergency	911
Mount Carmel Safety & Security Department	(614) 234-4831
FMC Police Department	(740) 687-8124
College President	(614) 234-4340
Academic Dean	(614) 234-5950
Associate Dean, Undergraduate Program	(614) 234-1076
Associate Dean, Graduate Program	(614) 234-1777
Director, Student Life	(614) 234-5828
Title IX Coordinator/Director of Compliance	(614) 234-2341
AA (Alcoholics Anonymous)	(614) 253-8501
City of Columbus Alcohol and Drug Abuse Program	(614) 645-6839
Sexual Assault Response Network of Central Ohio (SARNCO)	(614) 267-7020
Mount Carmel Crime and Trauma Assistance Program	(614) 234-5900
CareBridge	(800) 437-0911
Ohio Domestic Violence Network	(614) 781-9651

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<sup>1</sup> The reauthorization of the Violence Against Women Act included amendments to the Clery Act that afford additional rights to campus victims of sexual violence, dating violence, domestic violence, and stalking.

## ***Daily Crime Log***

A copy of the daily crime-fire log is available for public inspection from the College Director of Compliance. Information on viewing can be obtained by calling 614-234-2341 or emailing [compliance@mccn.edu](mailto:compliance@mccn.edu).

## ***MCCN Crime Statistics***

These figures include reports of crimes occurring on campus, non-campus buildings or properties, and public property. These geographic areas are defined as follows:

### ***Campus***

1. Any building or property owned or controlled by MCCN within the same reasonably contiguous geographic area and used by MCCN in direct support of, or in manner related to, MCCN's educational purposes, including residence halls; and
2. Any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by MCCN but controlled by another person, is frequently used by students, and supports institutional purposes (such as food or other retail vendor).

### ***Non-campus building or property***

1. Any building or property owned or controlled by a student organization that is officially recognized by MCCN; or
2. Any building or property owned or controlled by MCCN that is used in direct support of, or in relation to, MCCN's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of MCCN.

### ***Public property***

1. According to the Clery Act definition, "public property" is defined as the geographical area directly bordering the campus. All public property, including streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from campus.

The following maps provide a visual depiction of both the Main campus and the Lancaster campus. They show the Campus and Public Property categories, as defined above, for each campus. MCCN does not have any Non-campus property as defined by the Clery Act.

## MCCN-Main Campus Map



- |                                           |                                         |
|-------------------------------------------|-----------------------------------------|
| ① MOUNT CARMEL COLLEGE OF NURSING         | ⑤ Medical Staff Building (MSB)          |
| ② Center for Learning and Education (CLE) | ⑥ 777 W State St                        |
| ③ Student Residence Angela Hall           | ⑦ Employee Parking Garage (permit only) |
| ④ Student Residence Holy Cross Hall       | ⑧ Parking Garage P1                     |
|                                           | ⑨ Parking Garage P2                     |

Note: The building on top of Parking Garage P1 is not owned by the College nor used in College programs. It is therefore not part of the campus geography. Further, our 2016 and 2017 ASRs included a hospital adjacent to our campus as part of our geography although the hospital was neither owned nor controlled by the College. The College consulted the Clery Help Desk and was advised that inclusion of the hospital as part of the main campus geography was in error. Moreover, the hospital has since ceased operations and is being demolished.

MCCN-Fairfield Campus Map



1: Fairfield Medical Center

# MCCN Campus Reports

## MCCN Main Campus

### Main Campus Security Act Reporting, 2016-2018

OFFENSE	MCCN MAIN CAMPUS			RESIDENTIAL FACILITIES <sup>1</sup>			PUBLIC PROPERTY			NON-CAMPUS		
	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0	0	0	0
FONDLING	0	0	0	0	0	0	0	0	0	0	0	0
STATUTORY RAPE	0	0	0	0	0	0	0	0	0	0	0	0
INCEST	0	0	0	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	0	0	0
BURGLARY	2	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT <sup>2</sup>	0	3	0	0	0	0	0	1	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0	0	0	0

<sup>1</sup> Crime reports in the residential facilities are also included in the MCCN Main Campus categories.

<sup>2</sup> The statistics for motor vehicle theft in 2017 have been amended such that one of the offenses has been re-categorized from the Main campus to Public Property. The change was due to an earlier error in identifying the Main campus geography. (See Note on page 3, above.)

There were no reported crimes on campus, non-campus or on public property that were determined to be unfounded for the years 2016, 2017 or 2018.

### **Hate Crimes Reporting MCCN Main Campus, 2016-2018**

"Hate crimes" (crimes of prejudice) are to be reported according to category of prejudice for the specified crimes in which the victim is intentionally selected because of the perpetrator's bias against the victim based on the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, disability, gender identity or national origin of the victim. Hate crimes include: murder-negligent manslaughter; negligent manslaughter; rape; fondling; incest; statutory rape; robbery; aggravated assault; burglary; motor vehicle theft; arson; and larceny-theft; simple assault; intimidation; and vandalism and property crimes, etc. in instances where the victim is intentionally selected because of the perpetrator's bias against the victim.

There were no reported hate crimes on campus, in residential facilities, non-campus or public property for the years 2016, 2017 or 2018.

There were no reported crimes on campus, in the residential facilities, non-campus or on public property that were determined to be unfounded for the years 2016, 2017 or 2018.

**Violence Against Women Reauthorization Act of 2013 for the MCCN Main Campus**

OFFENSE	MCCN MAIN CAMPUS			RESIDENTIAL FACILITIES <sup>1</sup>			PUBLIC PROPERTY			NON-CAMPUS		
	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016
DOMESTIC VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0
DATING VIOLENCE	0	0	0	0	0	0	0	0	0	0	0	0
STALKING	0	0	1	0	0	0	0	0	0	0	0	0

<sup>1</sup> Crime reports in the residential facilities are also included in the MCCN Main Campus categories.

There were no reported crimes on campus, in the residential facilities, non-campus or on public property that were determined to be unfounded for the years 2016, 2017 or 2018.

### Arrests for the MCCN Main Campus

OFFENSE	MCCN MAIN CAMPUS			RESIDENTIAL FACILITIES <sup>1</sup>			PUBLIC PROPERTY			NON-CAMPUS		
	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016
LIQUOR LAW ARRESTS	0	0	0	0	0	0	0	0	0	0	0	0
DRUG LAW ARRESTS	0	0	1	0	0	0	0	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION ARRESTS	0	0	0	0	0	0	0	0	0	0	0	0

<sup>1</sup> Crime reports in the residential facilities are also included in the MCCN Main Campus categories.

There were no reported crimes on campus, non-campus or on public property that were determined to be unfounded for the years 2016, 2017 or 2018.

### Disciplinary Actions for the MCCN Main Campus

OFFENSE	MCCN MAIN CAMPUS			RESIDENTIAL FACILITIES <sup>1</sup>			PUBLIC PROPERTY			NON-CAMPUS		
	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016
LIQUOR LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	0	2	4	0	2	4	0	0	0	0	0	0
DRUG LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	2	0	0	0	0	0	0	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	0	0	0	0

<sup>1</sup> Crime reports in the residential facilities are also included in the MCCN Main Campus categories.



## **Fairfield Campus**

**Note:** The Fairfield Campus operates no residential facilities. Therefore, that category is omitted from the statistical portion of the annual security report.

### **Fairfield Campus Security Act Reporting, 2016-2018**

OFFENSE	MCCN FMC CAMPUS			FMC PUBLIC PROPERTY			FMC NON-CAMPUS		
	2018	2017	2016	2018	2017	2016	2018	2017	2016
MURDER/NON-NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0	0
RAPE	0	0	0	0	0	0	0	0	0
FONDLING	0	0	0	0	0	0	0	0	0
STATUTORY RAPE	0	0	0	0	0	0	0	0	0
INCEST	0	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0	0

There were no reported crimes on campus, non-campus or on public property that were determined to be unfounded for the years 2016, 2017 or 2018.

### **Hate Crimes Reporting Fairfield Campus, 2016-2018**

"Hate crimes" (crimes of prejudice) are to be reported according to category of prejudice for the specified crimes in which the victim is intentionally selected because of the perpetrator's bias against the victim based on the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, disability, gender identity or national origin of the victim. Hate crimes constitute: murder-negligent manslaughter; negligent manslaughter; rape; fondling; incest; statutory rape; robbery; aggravated assault; burglary; motor vehicle theft; arson; and larceny-theft; simple assault; intimidation; and vandalism, property crime, etc. in instances where the victim is intentionally selected because of the perpetrator's bias against the victim.

There were no reported hate crimes on campus, non-campus or public property for the years 2016, 2017 or 2018.

There were no reported crimes on campus, non-campus or on public property that were determined to be unfounded for the years 2016, 2017 or 2018.

**Violence Against Women Reauthorization Act of 2013 for the Fairfield Campus**

OFFENSE	MCCN FMC CAMPUS			FMC PUBLIC PROPERTY			FMC NON-CAMPUS		
	2018	2017	2016	2018	2017	2016	2018	2017	2016
DOMESTIC VIOLENCE	0	0	0	0	0	0	0	0	0
DATING VIOLENCE	0	0	0	0	0	0	0	0	0
STALKING	0	0	0	0	0	0	0	0	0

There were no reported crimes on campus, non-campus or on public property that were determined to be unfounded for the years 2016, 2017 or 2018.

**Arrests for the Fairfield Campus**

OFFENSE	MCCN FMC CAMPUS			FMC PUBLIC PROPERTY			FMC NON-CAMPUS		
	2018	2017	2016	2017	2016	2015	2017	2016	2015
LIQUOR LAW ARRESTS	0	0	0	0	0	0	0	0	0
DRUG LAW ARRESTS	1	1	0	0	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION ARRESTS	0	0	0	0	0	0	0	0	0

There were no reported crimes on campus, non-campus or on public property that were determined to be unfounded for the years 2016, 2017 or 2018.

## ***Disciplinary Actions for the Fairfield Campus***

<b>OFFENSE</b>	<b>MCCN FMC CAMPUS</b>			<b>FMC NON-CAMPUS</b>			<b>FMC PUBLIC PROPERTY</b>		
	2018	2017	2016	2018	2017	2016	2018	2017	2016
LIQUOR LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	0
DRUG LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	0
ILLEGAL WEAPONS POSSESSION VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	0	0	0	0	0	0	0	0	0

## ***Reporting a Crime***

In the event of an emergency, dial 911.

Mount Carmel College of Nursing encourages anyone who is the victim of or witness to any crime to promptly report the incident to the Columbus Police Department, MCW Safety and Security, FMC Police or the Lancaster Police Department.

All reports will be investigated. Voluntary, confidential reporting of crimes may occur when the crimes are reported to our College Counselor and when the reporter is in a treatment relationship with the College Counselor. Except for that particular circumstance, violations of the law will be referred to Columbus Police, FMC Police, Lancaster Police Department, MCW Security, and campus security authorities, where appropriate.

### ***Reporting a Crime on MCCN Main Campus***

To report a criminal offense, contact MCW Security at 614-234-4831, the College front desk in Marian Hall at 614-234-5800 or dial "3" from any house phone located in Marian Hall or the Center for Learning & Education and an operator will immediately contact MC Safety & Security. The MC Safety & Security Office is located on the 3<sup>rd</sup> floor of the Center for Learning and Education (CLE).

### ***Reporting a Crime on FMC Campus***

Students on the FMC campus should notify FMC Police at 740-687-8124 or the Program Coordinator at 740.689.4453. FMC Police is located at 401 N. Ewing St., Lancaster, OH, 43130.

### ***Reporting Crimes***

Any suspicious activity or person seen in the parking lots or garages or loitering around vehicles, inside the campus, or around the main campus apartment residence should be reported to campus security authorities.

You may also report a crime to any of the following Individuals:

- |                                                 |                                                                 |
|-------------------------------------------------|-----------------------------------------------------------------|
| 1. College President                            | 614-234-4340, Center for Learning &                             |
| 2. Academic Dean                                | 614-234-5950, Center for Learning &<br>Education (CLE) Room 106 |
| 3. Associate Dean, Graduate Program             | 614-234-1777, Marian Hall Room 319                              |
| 4. Associate Dean, Undergraduate Program        | 614-234-1076, Marian Hall Room 209                              |
| 5. FMC Program Coordinator                      | 740.689.4453, Fairfield Medical Center                          |
| 6. Director of Student Life                     | 614-234-5828, Angela Hall, 102                                  |
| 7. Director of Admissions                       | 614-234-5144, Marian Hall Room 171                              |
| 8. Supervisor, Safety and Security              | 614-234-5989, Mount Carmel West Hospital                        |
| 9. Director, Safety and Security                | 614-546-3433, Corporate Service Center                          |
| 10. Title IX Coordinator/Director of Compliance | 614-234-5021, Marian Hall Room 213                              |

### ***Confidentiality***

Mount Carmel College of Nursing provides for voluntary confidential reporting of crimes only when crimes are reported to our College Counselor, with whom the reporter is in a treatment relationship, and external counselors at CareBridge, or under certain circumstances, to a physician or nurse at CareBridge or a hospital. Some off-campus reports such as those to clergy members or some healthcare professionals may also be legally confidential pursuant to state law.

Reports that are confidential by law will not be reported to the College for inclusion in the annual crime statistics report. MCCN does not have a policy that permits confidential reporting of crimes for inclusion in the annual crime statistics report. The extent to which the College can protect the identity of victims of sex-based offenses contained in police reports is not absolute; however the College uses its best efforts to protect the identity of the victim and the intimate details of the report. The identity of an uncharged suspect may be withheld.

### ***Timely Warnings***

In the event of a potentially dangerous situation involving the College community, either on or off campus, that, in the judgment of the College President (in consultation with MC Safety & Security or FMC Police) constitutes an ongoing or continuing threat, a campus-wide "timely warning" will be issued without delay. This Timely Warning will be issued through the Mount Carmel College of Nursing Communications Alert System to students and employees. Students and employees are automatically registered for the Alert System. The purpose of a Timely Warning is to enable persons to protect themselves, to heighten safety awareness and to seek information that will lead to an arrest and conviction of the perpetrator when violent crimes against persons or major crimes against property have occurred.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Mount Carmel College of Nursing Communications Alert System sends messages via text message and to MCCN email addresses. If deemed appropriate, an announcement will also be made via in-class announcement, social media postings or the College website (mccn.edu). If announcements are made to other outlets, such information will be specified in the text message or email.

Anyone with information warranting a timely warning should report the circumstances to MC Safety & Security at 614-234-4831 or the Fairfield Medical Center Police Department at 740-687-8019. Callers should identify themselves to the operator as a Mount Carmel College of Nursing student, faculty or staff member, if applicable.

The victim's name and other personally identifying information will NOT be included in any Emergency Notification or Timely Warning See additional information below.

## ***Emergency Notification and Response***

### ***Emergency Response Procedures***

An emergency or disaster can occur at any time or any place. Being prepared for these situations is imperative to the health and safety of faculty, staff, students and guests on the campus of the Mount Carmel College of Nursing. Faculty and staff on the main campus are provided an emergency flipchart that is designed to quickly access pertinent information in critical times of need. This flipchart is also available throughout the campus in each building for students to review. This flipchart includes a step-by-step guide for the following emergencies:

- Code ADAM Infant/Child Abduction: An infant has been taken without authorization or a child has been taken and/or is missing.
- Code YELLOW Disaster: There has been a disaster. An internal disaster can have significant effects on hospital operations. An external disaster occurs in the community and will directly affect the hospital.
- Code RED Fire: Fire is discovered or the fire monitoring system has been activated.
- Code BLACK Bomb: A bomb threat has been received or a suspicious object has been found at a Mount Carmel facility.
- Code GRAY Severe Weather: Conditions are right for severe weather to occur (tornado, winter storm, etc.) or severe weather is present or has been sighted in the immediate area.
- Code ORANGE Hazardous Material Spill: A hazardous chemical/ material has been released and must be contained.
- Code BLUE Medical Emergency: A medical emergency occurring that requires immediate attention (age 13 and older).
- Code PINK Pediatric Medical Emergency: A pediatric medical emergency is occurring that requires immediate attention (age 12 and younger).
- Code VIOLET Violent Person: Someone is acting in a violent manner.
- Code SILVER Person with Weapon/Hostage: A person has a gun or an individual has been controlled and held against his/her will by another.
- Code BROWN Missing Adult Patient: An adult patient is missing.
- Code EVAC Evacuation: It is necessary to remove patients, staff members, and other people from an area or the entire facility.
- Code U Loss of Utilities: A utility service has been lost or interrupted.

Students and faculty at the Fairfield Medical Center receive an orientation packet that includes step-by-step guides for the emergencies listed above. In addition, in the event of an emergency, the overhead speakers at the Fairfield Medical Center provide additional information and instruction to everyone at the medical center.

### ***Emergency Notification System – Notification of an Immediate Threat***

Students, faculty and staff are automatically registered for the Mount Carmel College of Nursing Communications Alert System through Rave Mobile Safety for alerts and information in times of crisis, disaster and weather conditions. Alert System messages are sent via text message and to MCCN email addresses. Emergency messaging will primarily be used only for those situations that pose an immediate threat to the health or safety of students or employees on campus or for the closing of an entire campus or cancellation of classes (i.e., severe weather, chemical spills, fires, and crimes).

In times of crisis, communicating to multiple audiences through a variety of communication tools in a timely manner is critical. The following may be used:

- Communications Alert System
- Web Site
- Inbound call-in hotline
- Telephone Trees
- Media Contact List
- E-mail databases

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or employees occurring on campus, in the judgment of the College President (in consultation with MC Safety & Security or FMC Police), an Emergency Notification will be issued without delay; unless issuing a message will compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency situation. The College President and MC Safety & Security or FMC Police will determine the content of the message, determine the appropriate segments of the campus community to receive the message and will use some or all of the methods described above to communicate to the campus community.

### ***Emergency Alert v. Timely Warning***

<b>Emergency Alert</b>	<b>Timely Warning</b>
<p>Under Clery, the institution is required to <b>immediately notify</b> the campus community upon confirmation of a <b>significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.</b></p>	<p>Under Clery, the institution must alert the campus community to certain crimes in a manner that is <b>timely</b> and will aid in the <b>prevention of similar crimes</b>. Although Clery doesn't define "timely," because the intent of a warning regarding a criminal incident(s) is to enable people to protect themselves, this means that <b>a warning should be issued as soon as the pertinent information is available.</b></p>
<p>Examples (includes but are not limited to):</p> <ul style="list-style-type: none"> <li>• Outbreak of meningitis, norovirus or other serious illness.</li> <li>• Approaching tornado, hurricane or other extreme weather conditions.</li> <li>• Earthquake.</li> <li>• Gas leak.</li> <li>• Terrorist incident.</li> <li>• Armed intruder.</li> <li>• Bomb threat.</li> <li>• Civil unrest or rioting.</li> <li>• Explosion.</li> <li>• Nearby chemical or hazardous waste spill.</li> </ul>	<p>You must issue a timely warning for any Clery Act crime that occurs on your Clery geography that is:</p> <ul style="list-style-type: none"> <li>• Reported to campus security authorities or local police agencies; and</li> <li>• Is considered by the institution to represent a serious or continuing threat to students and employees.</li> </ul> <p>Timely warnings are <b>not limited</b> to violent crimes or crimes. <b>Timely warnings can be issued for threats/risks to persons or to property.</b>            Ref: <a href="#">Clery Handbook (2016)</a></p>

### ***Publicly Available Record-keeping***

The College does not publish the Timely Warnings or Emergency Notifications. However, incident reports may be open for inspection and copying. The College uses its best efforts to protect the identity of the victim and the intimate details of the report; however, the extent to which MCCN can protect the identity of a victim in police reports is not absolute. The College is specifically permitted to withhold the identity of an uncharged suspect.

## ***Emergency Response and Evacuation Procedures***

To report an emergency:

1. MC Safety & Security: Dial “3” from any house phone located in Marian Hall or Center for Learning & Education or dial 614-234-4831.
2. FMC Police: 740-687-8124
3. Police or Fire: 911

Evacuation Procedure (Code E-Vac):

When a Code E is called, it is necessary to remove College faculty, staff, students and visitors from the College buildings, including resident apartments.

- Evacuate persons in immediate danger.
- The order to evacuate an area or the facility must come from the College President, Administrative representative, MCW Safety and Security or FMC Police. The evacuation order will be announced overhead and/or via the Communications Alert System.
- Evacuation can be immediate, partial (from one area to another area) or total (removal of everyone from the building).
- If an evacuation of the main campus buildings is necessary, all occupants will gather in the parking area (east) directly across from the Marian Hall entrance unless instructed otherwise.

## ***Emergency Drills, Testing and Evacuation Procedures***

Exercises designed to test MCCN’s emergency procedures and preparedness are conducted at least annually and may be conducted in the form of a drill, tabletop, functional, or full scale exercise. These exercises may include not only College personnel, but also surrounding jurisdiction first responders and government agencies. The College publicizes its emergency response and evacuation procedure in conjunction with at least one annual test of the emergency procedures.

MC Safety & Security documents a description of each exercise as well as the date and time of the exercise and information about whether the test was announced or unannounced. The College works closely with MC Safety & Security to conduct exercise activities in accordance with federal and state exercise guidelines. All campus wide exercises meet or exceed the minimum requirements set forth by the Homeland Security Exercise and Evaluation Program (HSEEP). HSEEP is the standard which all drills and exercises should meet. HSEEP sets forth minimum requirements that include the assessment and evaluation of emergency plans, response capabilities, and evacuation procedures. HSEEP also requires follow-up to ensure proper follow-up and corrective action where necessary.

Testing of the Communication Alert System occurs monthly. Resident apartments conduct fire drills one to two times per year. Fire drills are documented by MC Safety & Security.

## ***Missing Student Policy***

If a member of the MCCN community has reason to believe that a MCCN student who lives in the resident apartments has been missing for 24 hours, that person should immediately contact the following administrators:

- |                                     |                                                              |
|-------------------------------------|--------------------------------------------------------------|
| 1. College President                | 614-234-4340, Center for Learning & Education (CLE) Room 107 |
| 2. Academic Dean                    | 614-234-5950, Center for Learning & Education (CLE) Room 106 |
| 2. Associate Dean, Graduate Program | 614-234-1777, Marian Hall Room 319                           |

- |                                          |                                    |
|------------------------------------------|------------------------------------|
| 3. Associate Dean, Undergraduate Program | 614-234-1076, Marian Hall Room 209 |
| 4. Director, Records and Registration    | 614-234-5685, Marian Hall Room 202 |
| 5. Director, Student Life                | 614-234-5828 Angela Hall, 102      |

The College President will immediately notify other appropriate law enforcement agencies upon receipt of a missing student report. If the Law Enforcement agency makes an official determination that a student is missing, emergency contact procedures will be initiated within 24-hours in accordance with the student's designation. In addition, College administrators or their designees will be notified to include the Director of Compliance, Director of Student Life, and Director of College Relations.

## ***Student Emergency Contact Information***

Each student who lives in the resident apartments may register contact information to be notified in the event the student is determined to be missing. Student contact information will be registered confidentially, will be accessible only to authorized College officials and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation.

If a missing student is under 18 years of age and is not emancipated, MCCN is required to notify his or her custodial parent or guardian within 24-hours after the student is determined to be missing, in addition to notifying any additional contact person designated by the student.

## ***Building Security, Access, and Maintenance***

### ***MCCN Main Campus***

MC Safety & Security provides services to Mount Carmel College of Nursing. MCCN is an independent institution and considered private property. Persons who do not have legitimate business on campus may be asked to leave or considered as trespassers.

During business hours, the College (excluding the apartment residence buildings) is open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to College facilities is by authorized key card or by admittance via MC Safety & Security, Student Life staff, or College administrators. Cameras are located throughout the College with 24 hour recording.

MC Safety & Security officers have the authority to issue parking citations but do not have arrest powers. MC Safety & Security maintains a professional working relationship and refers criminal incidents to the Columbus Police Department (CPD), which has jurisdiction on the campus. MC Safety & Security issues a photo identification badge to each student and employee. MC Safety & Security provides uniform security to MCCN 24 hours a day, seven days a week to assist college faculty, staff and students.

The exterior doors to the apartment residence buildings are secured 24-hours a day. In addition, each apartment unit is equipped with a security alarm system. MC Safety & Security and Columbus Police patrol the area surrounding the residence regularly. Security escorts are available to students upon request (614-234-4831).

Mount Carmel Health System staff work in coordination regarding the maintenance of facilities, landscaping, and lighting on campus. MC Safety & Security provides crime prevention audits to MCCN, reviewing lighting, landscaping and obstructions.

In addition, emergency call boxes are located outside of parking garages, near the resident apartment buildings, and at various locations throughout the hospital campus.



## ***Fairfield Campus***

Mount Carmel College of Nursing at FMC is located within Fairfield Medical Center, which is a nonprofit community hospital. Persons who do not have legitimate business on campus may be asked to leave or considered as trespassers.

During business hours, FMC is open to students, parents, employees, hospital personnel, contractors, guests, visitors, and invitees. During non-business hours, access to hospital facilities is by authorized key card or by admittance via FMC Police. All hospital external doors are locked via a computer system at 11:00 p.m. through 5:30 a.m. except the Emergency Department entrance, which is known as the North Entrance. After entrance through the Emergency Department, there is a set of locked double doors before access to the Kroger Pharmacy.

FMC Police are fully commissioned officers by the governor of the state of Ohio. The officers have full arrest powers and are armed.

FMC Human Resources Department issues a photo identification badge to each student, employee, and independent contractor. Sales representatives and vendors are signed in through a software program, "Vendor Mate," which is located in the Materials Management Department.

FMC Police and Lancaster City Police patrol the campus and surrounding areas regularly. Security escorts are available to students upon request by calling 740-687-8019. FMC Police and the Plant Engineering Department work in coordination regarding the maintenance of facilities, landscaping, and lighting on campus.

Panic alarms are located throughout the interior of the facility. Emergency call boxes are located on each of the three levels of the parking garage and at the south entrance of the hospital. Recording cameras operate 24 hours a day, 7 days a week and are located throughout the campus.

## ***Law Enforcement Authority and Jurisdiction***

Mount Carmel College of Nursing (MCCN) is a subsidiary corporation of Mount Carmel Health System. MCCN Columbus campus is located on the Franklinton campus of Mount Carmel Health System where the MC Safety and Security Office provides services for MCCN. The MC Safety & Security Department is maintained by Mount Carmel Health System and not by MCCN.

The Fairfield Medical Center (FMC) campus is located on the campus of Fairfield Medical Center in Lancaster, Ohio, where the FMC Police Department provides services for FMC. The FMC Police Department is maintained by Fairfield Medical Center and not by MCCN.

MC Safety & Security and FMC Police have the authority to ask persons for identification and to determine whether individuals have lawful business at the College or at FMC.

MC Safety & Security and FMC Police can and do respond to student-related incidents that occur on campus. MC Safety & Security and FMC Police also have direct communication with local police, fire department, and ambulance services to facilitate rapid response in any emergency situation. Designated Safety and Security Officers are trained or certified in the following areas:

- Crime Prevention
- Active Shooter
- Aggression managers
- Crisis Intervention
- Fire Prevention

- Bomb Awareness
- Hazmat responders
- CPR

## ***Campus Crime Prevention and Security Awareness Programs***

### ***Security Awareness Programs***

Throughout the summer and academic year, both main campus and FMC campus students come together for orientation and are informed of services offered by MC Safety & Security. FMC students are provided additional information about FMC police force services at a separate orientation at FMC. Each main campus student resident is provided an electronic copy of the *Residence Handbook* that includes additional safety and security information.

The ASR is posted on the College website for MCCN and FMC students, faculty, staff and the general public, under the tab “About Us,” and then under the “Consumer Information Details” navigation link (<http://mccn.edu/pdf/asr-fire-safety-report.pdf>). The ASR contains current crime and fire statistics for Mount Carmel College of Nursing.

MC Safety & Security provides Active Shooter training at the beginning of each academic year. In addition, the Director of Student Life organizes periodic programs on campus that address student safety. Program schedules are communicated to students via CARMELink announcements, student email messages, the monthly student newsletter, and bulletin boards located in common areas on the campus. Communications to employees are made via the College-wide email system or the Mount Carmel Health System Intranet.

### ***General Safety Precautions***

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibilities for their own safety and the safety of others. To enhance personal safety, MC Safety & Security officers are available to escort students to and from their vehicles and to or from the apartment residence buildings. Students and employees are encouraged to use this service after dark. FMC Police Department officers are also available to escort students to and from their vehicles. Students and employees are encouraged to use this service after dark or at any time they feel unsafe.

Members of the College community at both the MCCN main and FMC campuses are encouraged to assume responsibility for their own personal safety, and security of personal belongings, by taking the following simple, common sense precautions.

- Although both campuses are well lighted, do not walk alone after dark.
- Keep purses/billfolds and other valuables with you or stored in a campus locker.
- Do not record your address on your key ring.
- Do not provide personal identifying information over the phone.
- If living on main campus:
  - Lock your door and alarm the security system when you leave the apartments at MCCN campus.
  - Take your key with you when you leave the apartment.
  - Do not loan your key to anyone.
  - Do not prop doors open.
  - Report any potential fire hazards or broken equipment to the Director of Student Life (614-234-5828).

## ***Disclosure of Disciplinary Actions***

### ***To Victim of an Alleged Sex-Based Offense***

Both the reporting party and the respondent will be simultaneously informed, in writing, of the outcome of any institutional proceeding that arises from an allegation of domestic violence, dating violence, sexual misconduct or stalking. The reporting party and the respondent will also be informed of the procedures to appeal the results of the disciplinary proceeding; of any changes to the results that occur prior to the time that such results become final; and when such results become final.

### ***To Victims of an Alleged Perpetrator of a Crime of Violence***

Upon written request, MCCN will disclose to the alleged victim of any crime of violence or sexual misconduct, the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of the crime or offense, the information shall be provided, upon request, to the next of kin of the alleged victim.

## ***Alcohol, Drug, and Substance Abuse Policies***

The following information is provided in response to the Drug-Free Schools and Communities Act Amendments of 1989, which requires that the College show that it has adopted and implemented a program to prevent the use of illicit drugs and the abuse of alcohol by students and employees. The College must certify that it is in compliance with this law in order to receive any federal funds. The law requires, in part, the annual distribution of the following descriptive statements to each College student and employee. There is no distinction between full-time and part-time or permanent and temporary students and employees.

The unlawful possession, use, consumption or distribution of drugs and/or alcohol by students or employees on College property or as a part of any College activity is prohibited. Violators will be prosecuted in accordance with applicable laws and ordinances and will be subject as well to disciplinary actions by the College, in conformance with The *Student Catalog* [[http://Drug Free\\_Policy](http://Drug Free_Policy)]

All students and employees entering MCCN are tested for illicit drug and substance use. This is a mandatory requirement for the College community. Sanctions for violations may include suspension, compulsory attendance at drug/alcohol education programs, termination/dismissal, or other appropriate disciplinary measures.

### ***Legal and Responsible Use of Alcohol***

The possession or use of alcohol by anyone under 21 years of age is illegal, and individuals in violation will be subject to disciplinary action by MCCN. Alcoholic beverages are never served to students during any campus events. Individuals who bring or use alcoholic beverages into the College or apartment residence are subject to disciplinary action including immediate expulsion from the residence and possible expulsion from the College.

### ***Drug Use***

The use, offer for sale, sale, distribution, possession, or manufacture of any controlled substance or drug except as expressly permitted by law is prohibited. The use, offer for sale, sale, distribution, possession, or manufacture of chemicals, products, or materials for the purpose of use as an intoxicant (such as glue or paint) except as expressly permitted by law is also prohibited. Possession of drug paraphernalia is also prohibited. Individuals who bring or use illegal drugs into the College or apartment residence are subject to disciplinary action including immediate expulsion from the residence and possible expulsion from the College. More information can be found in the drug abuse policies published in the *Student Catalog*.

## ***Alcohol and Other Drug Education***

MCCN encourages education to assist students to understand the consequences of current and future behavior as it relates to drug and alcohol use. MCCN educates students on the Zero-One-Three rule which can be a helpful tool in developing a clearer idea of what is “responsible drinking.” Zero alcohol; One drink per hour; No more than three drinks per day, and never daily. This rule is also available to students in the *Student Catalog*.

If a student tests positive for non-prescribed controlled or illegal substances and/or alcohol, the student may immediately be referred to the Mount Carmel Health System Assistance Program (CareBridge) for assessment and possible referral to a trained substance abuse counselor.

## ***Counseling, Treatment and Rehabilitation Services***

Mount Carmel College of Nursing demonstrates its commitment to eliminating illegal drug use and resolving alcohol problems by offering students and employees the opportunity to participate in Mount Carmel CareBridge programs. A partial list of services provided includes alcohol and drug abuse, anxiety and depression, family relationships, job and legal concerns, marital and other relationship difficulties, and self-esteem issues.

The CareBridge program also provides counseling and rehabilitation for all referrals. Participants with drug or alcohol abuse problems may be referred to additional appropriate services. Those needing assistance may call 1-800-437-0911. A licensed professional is available to assist 24-hours a day.

## ***Violence Against Women/Campus SaVE***

Mount Carmel College of Nursing is committed to maintaining a safe, secure, living, learning and working environment. This includes providing an environment free from sexual discrimination, domestic violence, dating violence and stalking. All members of the College community are expected to conduct themselves in a manner that does not infringe upon the rights of others. MCCN believes in a zero tolerance policy for any type of criminal activity.

## ***Sexual Offense Prevention and Response***

The College's Title IX Policy prohibits “Sexual and Interpersonal Offenses” such as sexual assault, sexual misconduct, sexual violence, domestic violence, dating violence, and stalking. “Sexual offenses” include any sexual act directed toward another person, without consent of the victim, including instances where the victim is incapable of giving consent. Under the Clery Act, sexual assault includes rape, fondling, incest, and statutory rape. Sexual conduct requires consent.

The following are definitions of the sexual interpersonal offenses per the Clery Act:

*Rape* is the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of males, females, and all individuals, regardless of gender.

*Fondling* is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

*Statutory rape* is sexual intercourse with a person who is under the statutory age of consent.

*Consent* must be voluntary. An individual cannot consent who is substantially impaired by any drug or intoxicant; or who has been compelled by force, threat of force, or deception; or if the accused substantially impairs the victim/survivor'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; or who is unaware that the act is being committed; or whose ability to consent is impaired because of a mental or physical condition; or who is coerced by supervisory or disciplinary authority. Consent may be withdrawn at any time. Prior sexual activity or relationship does not, in and of itself, constitute consent.

*Domestic violence* is a felony or misdemeanor crime of violence committed:

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

*Stalking* is engaging in a course of conduct directed at a specific person that would cause a reasonable person to: fear for the person's safety or safety of others; or suffer substantial emotional distress.

For the purpose of this definition: Course of conduct means two or more acts, including but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim.

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

For purposes of this definition: dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse; dating violence does not include acts covered under the definition of domestic violence.

Ohio law definitions of the above offenses differ in some respects from the Clery Act definitions. In addition, not all Clery Act offenses have the same name as offenses defined by Ohio's criminal code. Ohio definitions of the corresponding offenses are as follows:

**R.C. 2907.02 Rape.**

(A)(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.

**R.C. 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.

**R.C. 2919.25 Domestic violence.**

- (A) No person shall knowingly cause or attempt to cause physical harm to a family or household member.
- (B) No person shall recklessly cause serious physical harm to a family or household member.
- (C) No person, by threat of force, shall knowingly cause a family or household member to believe that the offender will cause imminent physical harm to the family or household member.

**R.C. 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 a family or household member of the other person or cause mental distress to the other person or a family or household member of 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 family or household member or mental distress to the other person or the other person's family or household member, 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 form of written communication or any electronic method of remotely transferring information, including, but not limited to, any computer, computer network, computer program, r-computer system, or telecommunication device shall post a message or use any intentionally written or verbal graphic gesture with purpose to do either of the following:
  - (a) Violate division (A)(1) of this section:
  - (b) 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.

Ohio law and MCCN policy require those not in a legally protected role with knowledge of a felony to report it to law enforcement. MCCN personnel, including Resident Assistants and professional residence life staff, are required to report Sexual and Interpersonal Offenses to the MC Safety & Security who will, in

turn, report it to the Compliance Officer. Reporting to MC Safety & Security, FMC Police or other law enforcement does not require the victim/survivor to pursue criminal charges.

A student or employee who has been the victim/survivor of a Sexual or Interpersonal Offense is encouraged to promptly report the incident to the police and/or the Title IX Coordinator. If the victim/survivor is incapacitated, for any reason, and unable to report, a report should be made on behalf of the victim/survivor. Reports may be made by victims/survivors or others on their behalf. Any reports made to MCW Security will promptly be communicated to the Title IX Coordinator and vice versa. If a report of a Sexual and Interpersonal Offense is made to any other MCCN faculty or employee, other than the Title IX Coordinator, such person shall immediately report emergencies to MCW Security or the police and then report the information to the Title IX Coordinator. Note: If a person is dealing with a stalker or domestic/dating violence situation, it is important to take precautions when accessing any kind of support. In some circumstances, stalkers and/or abusers may access phone or computer records. When possible, people in these situations may want to use public computers or phones to seek out information. It is also good to safeguard your information by frequently changing passwords to random, unpredictable ones. It may also be helpful to think about steps that can be taken to keep information away from individuals (e.g., keeping things with a friend or getting mail at a different address).

*Limited Amnesty:* While MCCN does not condone underage drinking or violation of other MCCN policies, it considers reporting Title IX Violations to be of paramount importance. To encourage reporting and adjudication of Title IX violations, MCCN extends limited amnesty to students who have been victims/survivors of Title IX violations. MCCN will generally not seek to hold the student responsible for a violation of the law (e.g., underage drinking) or the Code of Student Conduct during the period immediately surrounding the violation.

### ***Reporting to MC Safety & Security / FMC Police / Off-Campus:***

For a Sexual or Interpersonal Offense that occurred on campus, contact MC Safety & Security directly at 614-234-4831 (or "3" from a campus phone) or FMC Police (740) 687-8124 to file a report. MC Safety & Security or the FMC Police will respond quickly, with sensitivity and compassion. To report a Sexual or Interpersonal Offense that occurred off-campus, contact the local police in the area the offense occurred or call 911 (emergency). Upon request, MC Safety & Security or FMC Police will direct victims/survivors to the process for obtaining protection or restraining orders. Upon request, MC Safety & Security, FMC Police or Compliance Officer, will assist students or employees in notifying the appropriate police department of an off-campus sexual offense.

The first priority for a victim of sexual assault should be to get to a place of safety, followed by necessary medical treatment. MC Safety & Security and Columbus Police and FMC Police strongly advocate that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. There is staff at Mount Carmel and FMC emergency rooms specifically trained to treat sexual assault victims. The MCCN Title IX Coordinator will help students or employees:

- Access medical and mental health treatment.
- Report the Sexual or Interpersonal Offense to the police.
- Access support resources.
- Assist the victim/survivor in obtaining a MCCN no-contact order.
- Direct the victim/survivor to the process for obtaining a court-issued restraining order, or other lawful order of protection.
- Access information about existing counseling, health, advocacy, legal, and visa and immigration assistance.
- Access information about academic leaves of absence and any financial aid implications, if needed.

Filing a report with MC Safety & Security or FMC Security will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers.

The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and College misconduct procedures, or only the latter. The Title IX Coordinator will guide the victim through the available options and support the victim in his or her decision. MCCN provides a number of interim support services, upon request, to students who have been victims/survivors of any sexual or interpersonal offense. Students may, upon request, obtain interim support services, such as changing academic, residential, working, and transportation circumstances from the Title IX Coordinator. **No police report, disciplinary complaint or investigation need occur before this option is available. The Title IX Coordinator will exercise discretion and sensitivity about sharing the identity of the victim/survivor when arranging for interim support services. A victim/survivor can access these services at any time, even if the student initially declined the service.**

These services include the following:

- Changing residence hall assignments so that neither party shares the same residence hall (available to residential students);
- Changing class assignments so that the parties do not share the same classes (available to instructional staff and students);
- Providing academic support services including tutoring;
- Changing the students' work situation;
- Transportation/parking options;
- Prohibiting any contact between the parties;
- Assisting the victim/survivor in obtaining a MCCN no-contact order; and/or
- Direct the victim/survivor to the process for obtaining a court-issued restraining order or other lawful order of protection.

The College will follow the disciplinary proceedings and guidelines for cases involving student misconduct detailed in the Title IX Policy. The accused and the victim will each be allowed to choose one person to accompany them throughout the hearing. Disciplinary hearings for alleged sexual misconduct violations will be held before a trained Administrative Hearing Panel (two faculty and one staff member). The hearings are designed to provide a prompt, fair and impartial investigation and resolution of the complaint. The College is committed to addressing all complaints of sexual misconduct and/or physical or mental abuse or harm in a prompt and equitable manner. Upon receipt of a complaint, the Title IX Coordinator will generally conduct an initial review and assessment within 1 to 3 days, then there will be a Procedural Review within 3-5 days, and the disciplinary hearing within 21 calendar days. Appeals will be typically conducted within 21 calendar days following the disciplinary hearing. These timelines may be extended based upon the complexity, severity and extent of the misconduct or for good cause. The timelines may also be affected by the fall or spring break period and summer or fall terms. The standard of review used to determine responsibility on campus is a "preponderance" standard. This determination is based on the greater weight of the information presented.

Both the victim and accused will be informed of the outcome of the hearing. The outcome of the hearing means only the institution's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused. A student found to have violated the College's Title IX Policy could be criminally prosecuted in the Ohio courts and subject to a range of disciplinary actions. Sanctions against a student who has violated the Policy include suspension, dismissal, expulsion from campus housing, educational intervention, no-contact orders, and restrictions from participating in extracurricular activities, and sanctions may vary depending on the severity of the violation and the accused's conduct history. The recommended sanction for Sexual and Interpersonal Offenses is often expulsion.

## ***Programming, Education and Resources***

All students and employees are provided with online training and various in person training offerings. Students and employees are educated on domestic abuse as well as on risk reduction and security services offered through MCCN and in the community. Also during orientation, in online training, and



various in person training offerings, students and employees are informed about bystander intervention and provided information on safe and positive options for bystander intervention. The College informs its employees about bystander intervention and domestic abuse during faculty/staff training. The College holds periodic programs to enhance awareness regarding rape, acquaintance rape, and other sexual offenses. Literature on sexual assault, date rape education, and risk reduction is available through the Office of Student Life and throughout the College.

The list of training programs conducted in 2018 includes, but is not limited to the following events:

Date	Program	Purpose	Audience	Trainers
10/29/2018	Nationwide Center for Family Safety & Healing	Student Peer to Peer training Program on Healthy Relationships sign-up at Fall Wellness Festival	student leaders	Colleen Cipriani
8/1/2018	Safe Zone Training	Creating safe places by training staff about LGBTQ+ identities, gender and sexuality, and examine prejudice, assumptions, and privilege.	Student Life Staff	Rachel Weaver/Lauren Strawn
8/9/2018	Welcome Day	Information tables and hand-outs from Student Behavioral Health Counselor, Student Health Nurse, SARNCO, Social Justice Club	New and transfer students	Colleen Cipriani/Laura Lawrence/Rachel Weaver
6/1/2018	Title IX Compliance Education	Orientations on both Columbus & Lancaster campus	All new and transfer students	Hannah Clayborne
4/16/2018	Rape Culture: A Survivor's Perspective	Keynote speaker Brittany Piper presentation followed by discussion	College Community	Changing Campus Culture Committee, SARNCO and Campus Speak
4/10/2018	It's On Us Pledge Drive	Commit to helping create a culture of consent, bystander intervention and survivor support.	All students	Colleen Cipriani, Laura Lawrence
3/26/2018	Spring Wellness Festival	Changing Campus Culture team table; passed out changing campus culture tees and provided information	All Students	Changing Campus Culture Committee
3/5/2018	Sexual Violence Prevention & Anti-Oppression Presentation	Overview of the contemporary models for sexual violence prevention theory with an in-depth exploration of the impact of oppression on the existence of sexual violence.	College Community for students, faculty & staff	Julia D'Agonstino & Changing Campus Culture Committee

## ***Supportive Services***

The College is able to provide supportive services to victims of sexual assault through the Hospital's Mount Carmel Crime and Trauma Assistance Program (614-234-5900). This program provides support and assistance for victims of assault, including counseling for such individuals. In addition, the Sexual

Assault Response Network of Central Ohio (SARNCO) maintains a 24-hour advocacy through their rape crisis helpline at 614-267-7020. The SARNCO website is located at <https://www.ohiohealth.com/sexualassaultresponsenetwork/>.

## ***Sex Offender Registration***

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies to provide MCCN with a list of registered sex offenders who have indicated they are either enrolled in, or employed by, MCCN.

The Franklin County Sheriff's Office and the Fairfield County Sheriff's Office each have responsibility for registration of sex offenders under Ohio's Sex Offender Registration and Notification (SORN) laws. MCCN will make available to the College community information on any sexual offender who enrolls in, or is employed by, the College. The information is made available to MCCN by the respective sheriff's office and maintained in the President's office, located in the Center for Learning & Education (CLE) Room 107. In addition, information concerning registered sex offenders may be obtained from the Franklin County Sheriff's Office online at <https://sheriff.franklincountyohio.gov/> or the Fairfield County Sheriff's Department at <https://www.sheriff.fairfield.oh.us/>.

The CSCPA amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

## ***Fire Safety Report***

This report of fire safety policies, procedures, and fire statistics is MCCN's response to the Higher Education Opportunity Act: Fire Safety Report. Learn about the policies regarding fire safety education and training programs provided to students and employees as well as rules on portable electrical appliances, smoking and open flames in residence halls. This information on fire safety also includes emergency procedures for evacuation and a list of contacts for reporting a fire. The statistics include a description of each on-campus housing facility fire safety system as well as the number of fire drills held annually.

## ***Fire Safety***

### ***Fire Safety in Residence Halls***

Residential facilities for students are located on the Main Campus only.

### ***Future Improvements***

The College believes future improvements in fire safety are not necessary at this time.

## ***Equipment***

Each student residence building is equipped with an interior fire alarm system with detection throughout the building, including detectors in every sleeping room. The property management company checks fire equipment periodically. An outside company monitors the alarm panels and dispatches the Columbus Fire Department and notifies MC Safety & Security. MC Safety & Security logs the incident and notifies the Director of Student Life and the Compliance Officer.

## **Education**

MC Safety & Security provides fire training to students in the MCCN residential facilities. MCW Security provides fire drills and critiques to all residential facilities. Further, the Resident Assistants go through the *Residence Handbook* fire safety section with the residents several times throughout the year. The Resident Assistant on each floor of each building conducts a fire drill for the floor at the start of each academic year.

The *Student Catalog* provides safety procedures if a fire is discovered. The *Catalog* explains the following procedure should be followed:

- Activate the building alarm by breaking the glass or pulling the handle on the wall fire alarm break station.
- Use the nearest in-house (campus) phone to **dial 3**. Report the **exact location of the fire, type of fire, and your name**.
- Close windows and doors in the immediate area to confine the fire.
- **If you are not in danger, do the following:** disconnect electrical equipment in the immediate area, if able; and use a fire extinguisher to fight the fire.
- Turn **on** overhead lights so the firefighters can find their way through any smoke.
- Report the exact location of the fire to the Marian Hall receptionist as you leave the building.
- Evacuate the building.
- **DO NOT ENDANGER YOURSELF.**

## **Student Housing Policies and Rules**

MCCN provides students Student Housing Policies and Rules in the *Residence Handbook*. This *Handbook* can be accessed online via CARMELink.

### **Portable Electrical Appliances**

The following are prohibited in the resident apartments:

- Space heaters, halogen and sun lamps
- Any appliances with visible heating elements
- Incense, potpourri burners and candles
- Gas, propane and barbecue grills

### **Open Flames**

Incense, potpourri burners and candles (burned or unburned) are prohibited in the resident apartments. The chance and number of fires that have occurred in college housing around the country dictate this mandate. It is a serious offense to set fire to anything in the resident apartments.

### **Tobacco-Free Environment**

Mount Carmel is a tobacco and smoke-free facility. Use of tobacco products, including, but not limited to cigarettes, e-cigarettes, cigars, chewing tobacco and pipes is prohibited within all Mount Carmel facilities, on all Mount Carmel owned property or any College student residence facilities.

## **Emergency Fire and Evacuation Procedures**

In case of fire, student residents should immediately pull the fire alarm when exiting the building. When students evacuate the building, they should remember to feel doors before opening them to be sure that there is no fire danger on the other side. If the student must enter a smoke-filled room or hallway, they should stay low and crawl to the nearest exit, keeping their head near the floor. Once a student is safely

away from danger, they should call Mount Carmel Safety & Security Department to report the fire. All residents must exit both apartment buildings and go to the P1 parking garage across from the College main entrance until authorized to return to the apartment by a MC Safety & Security Officer.

## Reporting

To report an emergency:

1. MC Safety & Security: 614-234-4831 or Dial “3” from any house phone located in Marian Hall or Center for Learning & Education
2. Police and Fire: 911

If you find signs of an extinguished fire (i.e., non-emergency), report it to one of the following:

1. MC Safety & Security
2. College President
3. Academic Dean
4. Associate Dean, Undergraduate Program
5. Associate Dean, Graduate Program

## Fire Drills

All students are required to evacuate the student residence buildings during a fire drill to an area away from the buildings. MCW Security Officers check each floor to ensure students have left the building.

In 2018, two fire drills were conducted in each of the student resident buildings.

## Fire Safety System

Residential Facilities	Fire Alarm Monitoring Done by Outside Company	Full Sprinkler System	Smoke Detection	Portable Fire Extinguishers	Evacuation Plans Cards	Strobe lights
Angela Hall 803 W.Town St.	X	X	X	X	X	X
Holy Cross Hall 807 W. Town St.	X	X	X	X	X	X

## Fire Statistics

Note: Residential facilities for students are located at the Main Campus only.

### 2018 FIRE STATISTICS

Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	No. of Injuries Requiring Treatment at a Medical Facility	No. of Deaths Related to Fire	Value of Property Damage Caused by Fire
Angela Hall 803 W.Town St.	0	0	N/A	0	0	0
Holy Cross Hall 807 W. Town St.	0	0	N/A	0	0	0

### 2017 FIRE STATISTICS

Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	No. of Injuries Requiring Treatment at a Medical Facility	No. of Deaths Related to Fire	Value of Property Damage Caused by Fire
Angela Hall 803 W. Town St.	0	0	N/A	0	0	0
Holy Cross Hall 807 W. Town St.	0	0	N/A	0	0	0

### 2016 FIRE STATISTICS

Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	No. of Injuries Requiring Treatment at a Medical Facility	No. of Deaths Related to Fire	Value of Property Damage Caused by Fire
Angela Hall 803 W. Town St.	1	1	Burning candle	0	0	0
Holy Cross Hall 807 W. Town St.	0	0	N/A	0	0	0

For more information related to anything in this Annual Security Report, contact the College Director of Compliance at (614) 234-2341 or [compliance@mccn.edu](mailto:compliance@mccn.edu).

