Main and Brooklyn Campus

November 2020

DAEMEN COLLEGE
CAMPUS SAFETY
DAEMEN COLLEGE
19 47
AMHERST, NEW YORK

Annual Security & Fire Safety Report

2019

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ABOUT THE ANNUAL SECURITY AND FIRE SAFETY REPORT

The Daemen College Division of Student Affairs, under the direction of the Clery Coordinator, Daemen College's Vice President for Strategic Initiatives is responsible for preparing and distributing the Annual Security and Fire Safety Report (ASR). We work with many other departments and agencies to compile the information. We encourage members of the campus community to use this report as a guide for safe practices on and off campus. This report covers information at the main campus located at 4380 Main St in Amherst, NY, the Brooklyn campuses discussed below, and affiliated non-campus property as outlined by the Department of Education.

It is available on-line at www.daemen.edu/ASR. Each member of the Daemen community receives an email annually that describes the report and provides its web address, as well as information as to how to request a printed copy to be sent via mail. Similarly, prospective students and employees can request that a copy be mailed to them by contacting the Office of the Vice President for Strategic Initiatives at (716) 839-8519 or via mail at 4380 Main Street, Amherst, NY 14226. A hard copy of the prior year's ASR is also available for review, along with the campus crime and fire logs, at the front desk, staffed 24/7, in the Wick Student Center.

ABOUT THE DEPARTMENT OF CAMPUS SAFETY

Daemen College Main Campus
Located at 4380 Main Street, Amherst, NY 14226, Daemen College Campus Safety is open 24 hours a day, 365 days a year. The telephone number for emergency calls is 911, the telephone number for routine business calls is 716-839-SAFE (7233).

The College contracts with Amherst Security Professionals (ASP) to provide service to the Daemen community. The Campus Safety department is overseen by an internal Director of Campus Safety and four (4) Supervisors, employed by Daemen College, under the supervision of the Assistant Dean for Campus Safety and Operations within the Division of Student Affairs. Trained Campus Safety officers patrol the campus with a marked vehicle, bike patrol (during clement weather only) and by foot patrol throughout the year. ~~A director, dispatch, patrol officer(s) and/or~~Two officers and ~~-~~a supervisor are on duty 24 hours a day. The officers are all trained and certified according to NYS Law to detain individuals and hold for the Amherst Police if a criminal offense is committed on campus. Officers are additionally required to be certified in CPR, AED and basic first aid, Narcan administration, as well as the National Incident Management System (NIMS) *Incident Command System*. Officers provide a walking escort service to and from campus buildings and parking lots to students, faculty and staff who request it. Additionally, officers provide parking enforcement on the campus.

Daemen College Campus Safety, in partnership with ASP, maintains a close working relationship with Western New York Campus Law Enforcement Association. They maintain up-to-date information and assist with many training opportunities, crime prevention materials, and provide assistance at the state and local police levels such as Amherst, Buffalo, and Cheektowaga Police Departments.

Brooklyn Branch Campus
Daemen Colleges has an approved administrative support center located at 3815 13th Avenue, Brooklyn, NY, designed to coordinate its instructional offerings at the sites below:

Bais Yaakov of 18th Avenue Campus
The telephone number for emergency calls is 911, and on-site security guard is 917-549-4812/ 917-804-8753. Bais Yaakov of 18th Avenue, located at 4419 18th Avenue, Brooklyn, NY is rented by Testing & Training International (TTI) and only used by Daemen College/TTI on Tuesday and Thursday evenings, when classes are offered to our teacher candidates and on some Sundays for the purpose of providing computer access to teacher candidates enrolled in the Daemen College/TTI graduate programs. Bais Yaakov of 18th Avenue is a not-for-profit religious elementary school for girls. The usual hours of operation are 8:45AM to 4:30PM. During the week, the building is inspected daily by either the administrator, maintenance or teaching staff for any safety hazards which are immediately addressed. The school has met the requirements of a New Article of the New York City Health Code (§43.07) by preparing a written safety plan. The plan states that there is a security guard on duty by the front door during normal school hours (including Sundays). No outsider is allowed into the building without first receiving clearance. On Sundays and during evening hours when Daemen students are using the building, the security guard(s) on duty is hired by TTI. The staff does not have authority to detain or arrest individuals, but will contact local police municipalities in the case of crime or emergency. The staff's only relationship with the state and local police agencies is as a resource when calling in a crime or emergency.

Cope Education Campus
The telephone number for emergency calls is 911, and on-site security guard is 917-549-4812 /917-804-8753. Located at 4006 18th Avenue, Brooklyn, NY, Daemen College, in partnership with Testing & Training International (TTI) and Cope

Education Services, offers classes Sunday, Monday, and Thursday evenings from 6:45 pm-10:15 pm and Wednesday evenings from 6:30 pm - 9:30 pm. During the week, the building is inspected daily by either the administrator, maintenance or teaching staff for any safety hazards which are immediately addressed. The school has met the requirements of a New Article of the New York City Health Code (§43.07) by preparing a written safety plan. The plan states that there is a security guard on duty by the front door during normal school hours (including Sundays). No outsider is allowed into the building without first receiving clearance. The staff does not have authority to detain or arrest individuals, but will contact local police municipalities in the case of crime or emergency. The staff's only relationship with the state and local police agencies is as a resource when calling in a crime or emergency.

Ditmas Location
The telephone number for emergency calls is 911, and on-site security at, 718-941-5450, Ext 100. Located at Ditmas School (J.S.H. 062), 700 Cortelyou Road, (between E. 7th & E. 8th), Brooklyn, NY, 11218. Daemen College, in partnership with Testing & Training International (TTI), offers classes on Sundays. The Ditmas School is rented by TTI and only used by Daemen College/TTI on Sundays, when classes are offered to our teacher candidates. During the week, it is the duty and the responsibility of "the School Safety Agent Level III and School Safety Agent(s) to work with school administrators to help maintain order and safety" (NYS Department of Education, I.S. 62 – Brooklyn Safety Plan, Academic Year: 2016-2017, Certified by NYPD, Print Date: June 20, 2017, 3:15 PM. Precinct: 066 PCT PBBS). The same level of security is also offered to Daemen College/TTI faculty, staff and students in order to ensure the safety of all individuals who are in the building on the Sundays when classes are being held or during Sundays or evening hours when orientation is being held. TTI contracts with the Department of Education for building security and pays them directly. The Department of Education then makes the arrangement with the police department to secure two police officers for security in the building each Sunday classes are in session or for at least one officer to be on duty each evening when orientation is being held. As the location uses local police officers as security for the building, the on-site security has a close relationship with local and state police agencies and are all trained and certified according to NYS Law with the authority to arrest if a criminal offense is committed on campus by an individual.

Lakewood Location
Located at Bnos Bais Yaakov, 155 Oberlin Avenue N., Lakewood Township, NJ 08701, Daemen College, in partnership with Testing & Training International (TTI), offers classes on Sundays for the purpose of providing members of the Chasidic Jewish community with a M.S. Alternative Teacher Certification (Trans-B) in Early Childhood/Early Childhood Special Education (Birth to Grade 2) and Childhood/Childhood Special Education (Grades 1-6). Bnos Bais Yaakov, a High School for Jewish girls, is rented by TTI and only used by Daemen College/TTI on Sundays, when classes are offered to our teacher candidates, and on some Tuesdays. On Sunday, when classes are offered to the graduate teacher candidates, security is offered to Daemen College/TTI faculty, staff and students in order to ensure the safety of all individuals who are in the building. TTI contracts with an individual who has served as the Tuesday night guard when the student teaching seminars and writing courses are held. He also services TTI's undergraduate department and is therefore experienced in the field.

COMMUNITY STANDARDS AND THE STUDENT CONDUCT SYSTEM

The students of Daemen College are viewed as adults and are expected to conduct themselves accordingly. The nature of the college environment requires this view, and various rules and regulations have been developed to support it. As adults, Daemen College students are responsible, not merely to avoid harming the College community, but rather to improve it, support it, and encourage its growth.

The administration, faculty, and students are all members of the College and together constitute a unique and self-sufficient community with shared values. Upon entering Daemen, students are expected to subscribe to these values and base their conduct—on campus, off-campus, and on-line—upon those standards which the Daemen community sees as necessary for the proper exercise of scholarly endeavor (Code of Conduct).

This Code of Conduct reflects general principles of behavior accepted by society and by institutions of higher education. It also describes conduct about which Daemen College has made specific statements, rules, and regulations.

All Daemen students (including those involved in Distance Learning) are responsible for knowing and following the Code of Conduct and the other regulations which are part of the Student Handbook and the College Catalog. The Student Handbook is online at the College's website.

Administrative staff at the level of director and above may restrict students from areas or activities under their jurisdiction, pending resolution of a specific disciplinary complaint offered in writing to the Assistant Vice President for Student Affairs and Dean of Students.

Any faculty member has the authority to restrict a student from a classroom or other instructional area for the duration of the scheduled instructional period in which a violation of the Student Code of Conduct has occurred. Faculty chairpersons have the authority to restrict students from specific classes, other instructional activities, and faculty offices, pending resolution of a specific disciplinary complaint offered in writing to the Assistant Vice President for Student Affairs and Dean of Students or the Vice President for Academic Affairs and Dean of the College.

Should a student's presence on campus create a threat to the safety or well-being of other members of Daemen College community, the College reserves the right to immediately suspend that student from campus until the time of a hearing. Additionally, the College reserves the right to resolve a case and sanction a student, including suspension, without a hearing where such action is deemed necessary or appropriate by the President of the College.

Nothing in this Code of Conduct precludes a faculty member from promptly removing a disruptive student from his/her classroom for the period of time needed to effectively resolve the issue and ensure a safe classroom environment that is conducive to the academic standards of the College.

Jurisdiction of the College Conduct System
The College Conduct System will hear complaints concerning student violations of College policy or regulations whenever the conduct in question occurs in any of the following circumstances:

1. If it occurs on the campus or in any College facility;
2. If it occurs while the student who is charged was attending or participating in any College-related activity, including but not necessarily limited to, study abroad, field trip, experiential learning of any kind (including internships, clinical placements, and service learning), social event, activity sponsored by a recognized student organization; or
3. If the conduct, whenever and wherever it occurs, including via online media, calls into question the student's suitability as a member of the College community. Unlawful acts of violence, violations of another's civil rights, hazing, the unlawful sale or possession of drugs, the unlawful use of alcoholic beverages and crimes against persons or property, and/or alleged violent felony offenses, are examples of conduct that will subject a student to the conduct review system regardless of where the conduct occurs. In cases involving student behavioral problems that occur off campus, the College reserves the right to initiate disciplinary action in the interest of preserving its reputation and orderly functioning. The fact that a student's conduct may also constitute a crime in violation of local, state, or federal law does not limit the ability of the College to discipline the student for that conduct. The College, therefore, reserves the right to submit a complaint to the conduct review system even if the same conduct is or may become the subject of a criminal case.

Student Code of Conduct
In addition to the policies listed in various sections of the student handbook, Daemen College Student Code of Conduct outlines behaviors that are prohibited at the College. The specific items are not meant to serve as an exhaustive list, but as a general guideline for addressing student behavior. The College reserves the right to address other behaviors that occur that are considered detrimental to the learning environment and/or health and safety of the College community.

To that end, prohibited behavior at Daemen College includes the following:

1. Non-academic dishonesty, including, but not limited to, theft, attempted theft, possession of stolen property, forgery, and falsification of information provided to any College official;
    a. Lying: any statement, action, or behavior with the intent to deceive.
    b. Possession or use of a fake ID.
    c. Stealing: knowingly taking an item or items without the owner's expressed permission.
    d. Eluding or evading: any statement, action, or behavior with the intent of hiding the truth, including running or hiding from College personnel.
    e. Aiding and abetting: knowingly encouraging, assisting and or being an accessory to any act prohibited by the Student Code of Conduct.
2. Conduct which threatens the physical or psychological health and/or safety of any person (including the person committing the act) or the sanctity of the campus, including, but not limited to physical or sexual assault;
    a. Dating Violence: violence, whether physical, sexual, or the threat thereof, committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
    b. Domestic Violence: a felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner, a cohabitating partner, or another person with whom the victim shares a child;

c. Sexual Harassment: as defined in Section 5 of the Student Handbook.
d. Sexual Assault/Rape: an offense that meets the definition of rape, sodomy, sexual assault with an object, fondling, incest, or statutory rape as used in the FBI's UCR program;
e. Stalking: any act, whether via phone, internet, or physical proximity, that, through unwanted and/or unsolicited viewing or communicating, threatens an individual's physical or emotional safety.
f. Physical Attack.
g. Hazing.
h. Harassment: any act, whether written or verbal, via online or in person, that abuses, intimidates, or threatens the safety of a member of the Daemen College community.
i. Hate Crime: defined by the College as a subset of Harassment and focuses on any overt act that is done to another person based on any of the areas outlined in the College's non-discrimination policy
j. Failure to maintain personal health, whether physical, mental or emotional, in such a way that it threatens the safety and security of the individual or the College community.
k. Use or possession of firearms, fireworks, or other weapons that could be considered lethal, including those weapons for which the person has a permit.

3. Damage to or misuse of public, private, personal or College property;
   a. Property Damage, either to an individual's or the College's property.
   b. Removing approved postings and/or Office of Residence Life notices or bulletin boards.
   c. Littering, applying graffiti, and/or other behavior which threaten the cleanliness and appearance of the College.
   d. Use of fire equipment, including sprinklers, extinguishers, and/or hoses, in any manner for which it was not intended.
   e. Defenestration: throwing objects outside of window or from balcony or roof.

4. Violation of policies as described in the Student Handbook, the College Catalog, the Housing Agreement and all other rules governing College facilities, programs and services including, but not limited to the following;
   a. Violation of Residence Life policies (see Residential Living policies section)
   b. Purchase, possession, use, sale or distribution of alcohol, except by consumers of legal age and in compliance with the College's alcohol policy
   c. Possession or use of alcohol paraphernalia.
   d. Distribution or attempted distribution of alcohol to any person under the legal drinking age
   e. Distribution or attempted distribution of a drug, including prescription medication.
   f. Illegal use or possession of a drug, including prescription and over-the-counter drugs.
   g. Manufacturing of any drug, including growing marijuana for any purpose.
   h. Possession or use of illegal or someone else's drugs and/or drug paraphernalia.
   i. Accessing prohibited areas in the residence halls, including but not limited to, fire escapes, balconies, and basements, except in an emergency.

5. Intentional obstruction or disruption of teaching, research, administration, disciplinary procedures, other College activities or activities authorized to take place on College property.

6. Disorderly conduct including acts which breach the peace;
   a. Disruptive behavior.
   b. Unauthorized entry, whether peacefully or by force, into a prohibited area or residence hall apartment in which there is no documented reason for being present.
   c. Urinating in public.
   d. Misuse of residence hall property.

7. Non-compliance with the directions of College or civil authorities performing official duties, including failure to give proper identification when requested.

8. Violation of a student's rights or privileges and verbal or written harassment, discrimination, abuse and/or disrespect of any person;
   a. Harassment: any act, whether written or verbal, via online or in person, that abuses, intimidates, or threatens the safety of a member of the Daemen College community.
   b. Acts or abusive language, either in public or via online sources.

9. Violation of statutes, laws, ordinances and/or regulations of the Town of Amherst, State of NY (or other states, when applicable) and the United States of America.

CRIME REPORTING PROCEDURES/POLICY

Daemen College strives to maintain a safe campus and relies on all members of the campus community to do their part to keep the campus safe. Any member of the campus community—faculty, student, staff, trustee—who observes criminal activity on the Daemen College main campus, or at any off-campus instructional site, is expected to report such conduct promptly to the police and to Campus Safety or building security. Additionally, the College has designated certain employees who have significant responsibility for student and campus activities, and/or the authority/duty to act or respond to a particular issue on behalf of the institution as Campus Security Authorities (CSAs) and Responsible Persons under Title IX of the Educational Amendments (1972). Persons designated as Campus Security Authorities (CSAs) under the Clery Act or Responsible Persons under Title IX are obligated to report criminal activity and have received training accordingly. Criminal activity includes, but is not necessarily limited to: physical assault, including sexual assault and abuse, burglary, robbery, arson, unauthorized display or use of a dangerous weapon, and the illegal distribution or manufacture of controlled substances.

If community members observe a crime, they are instructed to phone 911 immediately and follow the instructions of the police. Immediately after notifying local authorities, it is expected that notifications will occur based on the location of the incident:

- **Daemen College Main Campus:** Office of Campus Safety at 716-839-7233 (SAFE) (Main Campus), 716-831-6000 (Collegiate Village);
- **Cope Education & Bais Yaakov of 18th Avenue Location:** Contact immediately thereafter the on-site security at 917-549-4812/ 917-804-8753; or
- **Ditmas Location:** 718-941-5450, Ext 100

In case of an emergency during off-site athletic practices or games, students are to report to the attending coach, assistant coach, or athletic trainer. In case of an emergency during off-site academic function, students are to report to the instructor. Any crime directly involving a member of the campus community, whether as victim or alleged perpetrator, should also be brought to the prompt attention of the Office of Campus Safety.

Additionally, there are occasions when minors (persons under 18 years of age) are on the Daemen College campus or involved in College events. Any person who observes the sexual abuse of a minor, or has a reasonable suspicion of such abuse, are expected to immediately notify Campus Safety and the local police authorities (call 911). A call may also be made to the NYS Child Abuse Hotline at 1-800-342-3720. Any such conduct involving a Daemen student or employee should also be brought to the attention of the Office of Campus Safety and/or the Office of Human Resources.

The prompt reporting of criminal activity is essential to securing a safe campus environment for all persons, including guests and members of the public. No one is exempt from the expectation of law-abiding behavior. There shall be no form of retaliation within the Daemen College community against any person making a good faith report of suspected criminal activity.

Individuals to whom students and employees should report criminal offenses described in the law for the purpose of making timely warning reports and annual statistical disclosure are:

Daemen College Main Campus (4380 Main St, Amherst Location)

Main Street Campus Safety	716-839-SAFE (7233)
Collegiate Village Security	716-831-6000
Amherst Police Department	716-689-1322
Buffalo Police Department	716-851-4444
Cheektowaga Police Department	716-686-3500
Emergency	911
Vice President for Strategic Initiatives	716-839-8519
AVP & Dean of Students	716-839-8519
Title IX Coordinator (Tiffany Hamilton)	716-839-8562
Director of Housing and Residence Life	716-839-8396
Hall Directors	716-430-9583

Brooklyn/NYC Locations

Brooklyn Police Department [66 Precinct]	718-851-5611 or 718-851-5641
Director of Alternative Certification Programs	716-839-8352 or 716-491-4253 (cell)
Director of Ditmas Brooklyn Program	718-338-7478

On-site Coordinator (Education Department)	917-861 3227
Program Director at TTI-COPE	718-253-5451
Director of Cope Educational Services	917-653-3564
Executive Director, Manhattan Programs	716-839-8349
Lakewood Township Police Department	732-363-0200

Additional Information
Students, applicants, and employees are encouraged to promptly report any conduct that they believe violates this Crime Reporting Policy. If the College does not know about the conduct, it cannot act. Crime reports may be made discreetly to the Assistant Vice President for Student Affairs and Dean of Students (Wick Center, 716-839-8519) for the Daemen College Main Campus located at 4380 Main St, Amherst, NY.

Students in the Brooklyn program can report a crime discreetly using the contact information below:

Director of Alternative Certification Programs	716-839-8352 or 716-491-4253 (cell)
Director of Ditmas Brooklyn Program	718-338-7478
Program Director at TTI-COPE	718-253-5451
Director of Cope Educational Services	917-653-3564

Alternatively, community members may initially discuss the matter with any other employee of the College, or involve any other person to help you bring your report forward, so long as it is promptly brought to the attention of the Vice President. During an annual meeting, Daemen's professional Counselor(s), have been instructed that if and when they deem it appropriate, they are to inform the persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Office of Student Affairs will provide to a victim of a crime of violence, or a victim's next-of-kin, the results of the disciplinary proceeding conducted by Daemen College. Daemen evaluates incidents on a case-by-case basis using the guidelines in the student handbook and/or employee manual as applicable.

Timely Warning and Emergency Notifications for Reported Crimes
In an effort to provide timely notice to the Daemen College community, and in the event of a serious incident which may pose an ongoing threat to members of the Daemen College community located on the main campus at 4380 Main St, Amherst, NY, a Campus Safety Alert is sent to all students and employees on the campus. The alerts are generally written and distributed to the Daemen College community by the Vice President for Strategic Initiatives, or a designee. Any necessary updates to the Daemen College community about any particular case resulting in a Campus Safety Alert will be made to the campus community through the Daemen College website ("What's Happening" page and banner across the main page), email to the faculty-staff-announce and students-announce listservs, and/or the mass communication notification system via means selected by students, faculty, staff, and administrators. Other forms may include information posters in key campus locations, including the Wick Center lobby, Canavan Hall lobby, Business Building center lobby, west, east and center doors of Duns Scotus Hall, Campus Village Apartments, and Collegiate Village or via digital display boards across campus. Additionally, the College has an audible siren with voiceover that may be used in situations that require immediate attention of the campus community. Incidents of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and whether there is a continuing danger to the campus community. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other Daemen College community members and therefore, a Campus Safety Alert would not be distributed. The Vice President for Strategic Initiatives, or designee, in consultation with appropriate campus personnel, reviews all reports to determine if there is an on-going threat to the community and if the distribution of a Campus Safety Alert is warranted. Campus Safety Alerts may also be issued for other crime classifications, as deemed necessary.

For the **Brooklyn and NYC programs**, If the Program Director determines that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Daemen community, s/he will use some or all of the systems described above to communicate the threat to the Daemen community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. The Program Director will, without delay and taking into account the safety of the community, determine the content of the notification, unless issuing a notification will, in the judgment of the first responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. An update to the initial immediate notification message will be provided via the same means used for the original notification.

Immediate Notification
If the Vice President for Strategic Initiatives or his/her designee determines that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Daemen community, they will use some or all of the systems described above to communicate the threat to the Daemen community or to the

appropriate segment of the community, if the threat is limited to a particular building or segment of the population. The VPSI or his/her designee will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. An update to the initial immediate notification message will be provided via the same means used for the original notification. Both notifications may be made using the communication systems listed above.

The College has identified the following positions as **Campus Security Authorities (CSA)** under the Clery Act and **Responsible Persons** under Title IX:

Title	Name	Email
President & Cabinet		
President	Gary Olson	golson@daemen.edu
VPBA	Robert Rood	rrood@daemen.edu
VPAA	Michael Brogan	mbrogan@daemen.edu
VPIA	Emily Burns Perryman	eburnsperryma@daemen.edu
VPSI	Greg Nayor	gnayor@daemen.edu
VPIT/CIO	Melaine Keynon	mkenyon@daemen.edu
Director of Athletics	Traci Murphy	tmurphy@daemen.edu
Chief of Staff to the President	Amanda Gross	agross@daemen.edu
Campus Safety Personnel		
Assistant Dean- Campus Safety and Operations	Bob Mead-Colegrove	rmeadcol@daemen.edu
Director of Campus Safety	Doug Smith	dsmith@daemen.edu
Shift Supervisor	Eric Diethorn	ediethor@daemen.edu
Shift Supervisor	James Lewis	jlewis3@daemen.edu
Shift Supervisor	Jose Medina	jmedina@daemen.edu
Shift Supervisor	Miguel Rodriguez	mrodriguez@daemen.edu
Officers	various	
Clery Coordinator	Greg Nayor	see above
Student Activities		
Dean of Students	Kerry Spicer	kspicer@daemen.edu
Director of Student Activities	Heather Maclin	hmaclin@daemen.edu
Assistant Director of Student Activities	Michael Paglicci	mpaglicc@daemen.edu
Assistant Director of Student Activities	Jennifer Diethorn	jdiethor@daemen.edu
Club Advisors	various	
Academic/Honors Org Advisors	various	
Greek Advisors	various	
Director of Diversity & Inclusion	TBD	
Student Alumni Ambassador Advisors	Kathryn Hammer	khammer@daemen.edu
Residence Life		
Director	Emilee Yormick	
Assistant Director	TBD	TBD
Hall Directors	Ian James	ijames@daemen.edu

Title	Name	Email
	Jules Moffitt	jmoffitt@daemen.edu
RAs	Various	
Orientation		
Assistant Dean for Student Engagement	Kimberly Pagano	kpagano@daemen.edu
Title IX		
Title IX Coordinator	Tiffany Hamilton	thamilto@daemen.edu
Health & Insurance Services		
Executive Director of the CHIP Center	Ashley Frazier	afrazier@daemen.edu
Student Success Center		
Assistant Vice President for Academic Support Services	Sabrina Fennell	sfennell@daemen.edu
Associate Director of Academic Advisement	Alyssa Crofts	acrofts@daemen.edu
Director of Disability Services	Therese Bass	tbass@daemen.edu
Academic Advisor	Michelle Semski	msemski@daemen.edu
Learning Center Coordinator	Lindsay Masters	lmasters@daemen.edu
Vision Coordinator	Bea Slick	bslick@daemen.edu
Diversity and Inclusion		
Chief Diversity Officer	Tiffany Hamilton	thamilto@daemen.edu
Assistant Director of Diversity and Inclusion	Dasia Morman	dmorman@daemen.edu
Assistant Director of HEOP	Eann Robinson	erobinso@daemen.edu
Human Resources		
Director of Human Resources	Tracy Masse	tmasse@daemen.edu
Dining Services		
Dining Services Director	Ryan Richardson	rrichar2@daemen.edu
Catering Manager	Ashley Seibert	aseibert@daemen.edu
Executive Chef	Bob Ruiz	rruiz@daemen.edu
Assistant Director	Alison Princess	aprinces@daemen.edu
Service Operations Manager	Brenden Mullen	Brenden.mullen@hallmarkdining.com
Supervisor	Jeff Leslie	jleslie@daemen.edu
Supervisor	Lisa Velocci	lvelocci@daemen.edu
Experiential Learning Management		
Director Career Services	Lamark Shaw	lshaw2@daemen.edu
Service Learning	Justine Duquette	jduquette@daemen.edu
Global Programs	Ann Robinson	ann.robinson@daemen.edu
Brooklyn Campus		

Title	Name	Email
Director of Montauk Brooklyn Program	Rivka Stein	steinrn@verizon.net
On-site Coordinator (Education Department)	Phyllis Shroot	pshroot@verizon.net
Athletics		
Head Cheerleading Coach	Aichinger, Brianna	baiching@daemen.edu
Assistant Athletics Director for Administration / Head Women's Volleyball Coach	Albano, Stephanie	salbano@daemen.edu
Assistant Men's Volleyball Coach	Albano, Rick	ralbano@daemen.edu
Director of Cross Country/Track & Field	Arlington, Judy	jarlingt@daemen.edu
Assistant Athletics Director for Operations / Head Women's Basketball Coach	Banker, Jenepher	jbanker@daemen.edu
Operations Assistant / Assistant Women's Basketball Coach	Banker, Kallie	mbanker@daemen.edu
Assistant Women's Volleyball Coach	Braun, Andrew	braun941@gmail.com
Graduate Assistant Men's Soccer Coach	Buchanan, Craig	craig.buchanan@daemen.edu
Assistant Women's Basketball Coach	Carey, Quinn	qcarey@daemen.edu
Assistant Athletics Director for Compliance	Chasey, Steven	schasey@daemen.edu
Assistant Athletic Trainer	Copolo-Ziemer, Michelle	mcopolo@daemen.edu
Student-Athlete Success & Community Engagement Coordinator / CAUSE Program Coordinator	Dietrich, Hailey	hdietric@daemen.edu
Head Women's Soccer Coach	Dolan, Dan	ddolan@daemen.edu
Strength & Conditioning Coordinator / AWC Manager	Eschner, Katie	keschner@daemen.edu
Assistant Track & Field Coach	Fuentes, Maggie	mneedham@daemen.edu
Head Men's Volleyball Coach / Assistant Women's Volleyball Coach	Gleason, Don	dgleason@daemen.edu
Operations Assistant / Assistant Men's Basketball Coach	Grandits, Ryan	rgrandit@daemen.edu
Head Cross Country/Track & Field Coach	Gratien, Pete	pgratien@daemen.edu
Assistant Track & Field Coach	Gratien, Kelsey	kgratien@daemen.edu
Administrative Assistant	Heverley, Vivian	vheverle@daemen.edu
Graduate Assistant Operations	Kneussle, Andrew	andrew.kneussle@daemen.edu
Graduate Assistant Athletics Communications	Kraus, Joe	joseph.krause@daemen.edu
Graduate Assistant (M/W) Volleyball Coach	Irizarry, Eli	eli.irizarry@daemen.edu
Graduate Assistant Women's Basketball	Jeune, Ashli	ashli.jeune@daemen.edu

Title	Name	Email
Coach		
Senior Associate Athletics Director for External Relations / Head Men's Basketball Coach	MacDonald, Mike	mmacdona@daemen.edu
Head Tennis Coach	McDermott, Kerry	kmcdermo@daemen.edu
Athletics Business Manager	McKissock, Leah	lmckisso@daemen.edu
Head Women's Triathlon Coach	Metz, Jon	jmetz@daemen.edu
Senior Associate Athletics Director for External Operations & Communications	Miranto, Mike	mmiranto@daemen.edu
Assistant Athletic Trainer	Morris, Zach	zmorris@daemen.edu
Director of Athletics	Murphy, Traci	tmurphy@daemen.edu
Assistant Women's Soccer Coach	Panaro, Dan	dpanaro@daemen.edu
Head Tennis Coach	Plote, Jesse	jplote@daemen.edu
Assistant Men's Volleyball Coach	Przybyl, Darek	
Head Women's Bowling Coach	Racsumberger, Carrie	cracsumb@daemen.edu
Assistant Men's Basketball Coach	Redband, Jeff	jeffrey.redband@daemen.edu
Assistant Women's Triathlon Coach	Redding, Jenny	
Assistant Athletic Trainer / Senior Woman Administrator	Roehling, Karen	kroehlin@daemen.edu
Head Esports Coach	Ryan, Patrick	pryan@daemen.edu
Assistant Athletics Director for Sports Medicine & Performance	Sage, Jeff	jsage@daemen.edu
Head Men's Soccer Coach	Swan, Bediako	bsawn@daemen.edu
Graduate Assistant Tennis Coach	TBD	TBD
Assistant Women's Bowling Coach	TBD	TBD
Graduate Assistant Women's Soccer Coach	TBD	TBD
Faculty-Athletics Representative	Telford, Kevin	ktelford@daemen.edu
Assistant Women's Soccer Coach	Tompkins, Allie	
Operations Coordinator	Wayne, Alexix	awayne@daemen.edu

Campus Security Authority and Responsible Person Training
Prior to the start of each fall semester, and concluding by September 25, all CSAs and Responsible Persons are sent the link to a virtual presentation that helps them to understand the Clery Act, and Title IX, and their role under each as CSAs and Responsible Persons, respectively. Upon completion, CSA/Responsible Person completes a brief form indicating their completion of the training. Resident Assistants are provided with an in-person training with the Assistant Vice President for Student Affairs and Dean of Students and/or the Title IX Coordinator.

SECURITY OF AND ACCESS TO CAMPUS FACILITIES, INCLUDING CAMPUS RESIDENCES

Main Campus (4380 Main St, Amherst, NY)
Daemen College campus buildings are generally open to the public during business hours. Other limited access is available to our students, staff, and faculty during evening hours and on weekends. Main Campus is monitored by Campus Safety 24 hours a day, 365 days a year. Collegiate Village has 24-hour security at the gatehouse and has security offers patrolling the grounds from 4:00pm-8:00am daily.

Residence Halls are open only during specific times while classes are in session (this excludes major holidays). During closed hours residence hall rooms are only available through key/card access.

**For maintenance emergencies Campus Safety will grant access to physical plant staff or local service providers. Campus Safety is trained in alarm systems and general mechanical devices.*

Brooklyn Campus
The Daemen College Bais Yaakov of 18th Avenue Campus is generally not open to the public. However, access is available to our students, staff, and faculty members during the evening hours on Tuesdays and Thursdays when classes are being offered, or during orientation days twice a year, as well as on Sundays when teacher candidates use the computer lab and when COPE students attend classes.

-The Daemen College Cope Education Campus is generally not open to the public. However, access is available to our students, staff, and faculty members during the evening hours and on days when classes are offered.

The Daemen College Ditmas Location located at the Ditmas School at 700 Cortelyou Road, is generally not open to the public on Sundays. However, access is available to our students, staff, and faculty during the hours from 8:00am to 5:00pm on every Sunday classes are in session as well as on evenings when orientation is being held.

Security staff is on-campus during the times the students are utilizing the campus buildings.

Daemen College does not offer any residence halls at the Brooklyn Campuses.

Please note: Daemen College does not have any officially recognized student organizations that have housing facilities "off-campus."

CAMPUS LAW ENFORCEMENT

Enforcement Authority
Campus safety officers are not sworn police officers, but are certified according to NYS Law to detain individuals and hold for the Amherst Police if a criminal offense is committed on campus.

Arrest Authority
N.Y. CPL. LAW § 140.30 : NY Code - Section 140.30: Arrest without a warrant; by any person – 1. Subject to the provisions of subdivision two, any person may arrest another person (a) for a felony when the latter has in fact committed such felony, and (b) for any offense when the latter has in fact committed such offense in his presence. 2. Such an arrest, if for a felony, may be made anywhere in the state. If the arrest is for an offense other than a felony, it may be made only in the county in which such offense was committed.

Jurisdiction
Campus safety officer's jurisdiction is restricted to the campus proper location at 4380 Main Street in Amherst and the Academic and Wellness Center located at 4433 Main Street.

Relationship with Local Police
As noted in the "About Campus Safety" section, Daemen College Campus Safety, through the College and ASP, maintains a close working relationship with the Amherst Police Department. They maintain up-to-date information and assist with many training opportunities, crime prevention materials, and provide assistance at the state and local police levels such as Amherst, Buffalo, and Cheektowaga Police Departments. ASP will offer support at the scene of incidents that occur in and around the campus areas. Daemen College site supervisors meet with local and state law enforcement when incidents arise that require joint efforts, resources, crime related reports and exchanges of information.

Memorandum of Understandings
Daemen College maintains a close, professional relationship with the Amherst Police Department, as well as other local agencies, as well as local advocate agencies such as Crisis Services of Buffalo. A formal Memorandum of Understanding with the Amherst Police Department has been put forward but has not been endorsed by the APD at this time. In practice, while collegial and supportive, the APD leadership does not believe in signing separate MOUs for what they do in their day-to-day work.

CRIME PREVENTION AND SECURITY AWARENESS PROGRAMS

Education
Daemen College has established the Student Wellness Action Group (SWAG), which meets once per month during the year to discuss and plan wellness education programming and awareness throughout the year. The focus of this cross campus collaboration, under the direction of the Executive Director of the CHIP Center, comprised of faculty, staff, students, and outside agencies, and coordinated through the Student Affairs division, is to examine healthy ways to address substance abuse, dating/domestic violence, and other wellness issues in a concerted and intentional manner.

All new, incoming students, including first-year students, transfers, and graduates, are required to complete two online programs, EverFi, which focus on substance use/abuse and sexual assault violence prevention in a comprehensive online training program. Students and their families are provided detailed information about this program during summer orientation programs and are sent numerous reminders throughout the summer in preparation for the start of the semester. Students who fail to complete the program are subject to a fine, although most (90% or more) of incoming students complete the training on time and as outlined. Additionally, all new students will, during welcome back weekend, go through a 60-min course, taught in small groups, that focus on consent, bystander intervention techniques, and bias reporting. Several more focused Bystander Intervention Training workshops, hosted by Crisis Services of Buffalo, are required for all student leaders including RAs, OLs, NCAA DII Athletes, Tour Guides, Greeks, etc. In addition to providing the necessary education and training to student leaders to create a supportive campus environment, this also complies with New York State Education Law 129-B. Student are also highly encouraged to attend various other passive and active programs throughout the year on dating and domestic violence prevention. Examples of such events over the past year include *One Night* theatrical performance, the Red Flag Campaign, Domestic Violence Awareness month events, etc.

Campus safety and fire safety procedures are discussed during resident assistant training and residence hall floor meetings. Possible sanctions for students include drug/alcohol assessment with an off-campus, licensed professional and/or random drug testing. New students are provided with a "Right to Know" information regarding Title IX and sexual violence, as well as the Campus Sexual Assault Victim's Bill of Rights, in compliance with federal and state guidelines as well as New York State Education Law 129-B. The latter is also posted in all of the residence halls, including those rented by the College at Collegiate Village, and key student life areas such as the Wick Student Center. The Title IX coordinator also posts "Right to Know" information throughout the campus. Advisory letters are sent each semester to students with disabilities requesting assistance in case of emergency, advising them of evacuation policies and procedures. Athletics requires its athletes to participate in additional alcohol awareness programming. Human Resources sends out an annual email to employees regarding online sexual harassment training. As previously noted, annual CSA notification and training is coordinated through the Office of the Vice President for Student Affairs. Additionally, campus evacuation and emergency response procedures are posted throughout campus, in each office and classroom.

Crime Prevention Measures
Most on-campus crime can be prevented if rules are followed and common-sense safety tips are observed. The College's mission commits the institution to the elimination of crime and the attendant suffering of the victims of crime. This can be accomplished by teaching students and the community how to reduce the risks of crimes against themselves and others. When necessary, the College will provide timely announcements of on-campus criminal activity that has been reported to Campus Safety or the police. Students and employees are provided procedures and practices regarding safety at resident assistant training, resident floor meetings, as well as through applicable handbooks (faculty, staff, administration, and student).

The College takes its commitment to security seriously, by striving to maintain a safe and secure working and studying environment. Members of the College community can assist in this effort by adhering to the following safety tips and other common-sense rules:

- Travelling with a companion whenever possible.
- Following parking regulations including parking in well-lit areas for late night classes, walking with a companion, and/or contacting Campus Safety for a walking escort to a building or vehicle if needed.
- Keeping gas tank full.
- Locking car door—both while away from it and while traveling in it.
- Having keys ready to unlock vehicle as approaching; conducting a cursory scan to make sure it is unoccupied.
- Never hitchhiking or picking up hitchhikers.
- Driving to a police station, fire station, or other very public place if there is suspicion of being followed.
- When on an elevator, staying near the controls and, if attacked, pushing every button.
- Staying near the street when walking and avoiding bushes, shrubs, and buildings. Walking confidently—a good defense is to look and act confident.

- Not riding with a stranger.
- When riding public transportation, sitting near the front if possible and being familiar with the schedule to avoid long waits.
- Telling friends and families whereabouts on trips and expected time of return.
- Reporting all suspicious persons seen on campus to:
    - Main Street Campus Safety 716-839-SAFE (7233)
    - Collegiate Village Security 716-831-6000
- Carrying a noise maker (whistle or other device) if out after dark.

Bystander Intervention
Student Leaders at Daemen College go through a robust, 90-minute Bystander Intervention course that was designed for the College in partnership with Crisis Services of Buffalo as well as local experts from neighboring institutions. This training includes NCAA Division II Athletes, Resident Assistants, Orientation Leaders, Peer Mentors, Tour Guides, and Greek Life members. The trainings focus on consent, using the affirmative definition of consent as mandated by New York State Education Law 129-B and how to recognize the signs of abuse and to intervene, where appropriate.

ReachOut App
Additionally, all community members have access to, and are trained on, the Daemen College ReachOut App. Downloadable on all smart devices for free, the app provides access to important information and resources if a student feels that he/she was a victim of domestic/dating violence and/or wants to assist someone who has been victim of such an incident.

Summary of Education Programs
In addition to the aforementioned training and education, the College completes year round training through passive campaigns around topics such as knowing the code of conduct, cyber-bullying, reporting suspicious persons, and reporting student concerns. The College also conducts regular events through clubs and organizations that focus on awareness, acceptance, and creating an environment that is free of hostility. Additionally, in accordance with New York State Law, the College conducts fire drills (3 per year for academic buildings; 4 per year for residence halls), regular tests of the mass notification system, and table top exercises for the Emergency Response Team. In October of 2016, the College hosted a joint-live action active shooter drill with professionals from the Amherst Police Department, Snyder Fire and Rescue and Twin City Ambulance.

SEXUAL VIOLENCE AND ASSAULT (INCLUDING SEXUAL HARASSMENT)

After responsibility has been assigned through investigation and hearing, as outlined in the Conduct Review procedures (Section 7) of the Student Handbook (www.daemen.edu/studenthandbook), all perpetrators of sexual assault will be aggressively sanctioned, in accordance with the standards outlined by the Student Code of Conduct. The College will work in close cooperation with local law enforcement agencies to address this serious criminal activity. Daemen College will thoroughly investigate this violation of individuals' rights and safety when reported. In addition, the College may terminate the enrollment and/or employment of any perpetrator of sexual assault, including summarily suspending the violator to protect the College community. The institution will change a victim's academic and living situations after an alleged sex offense if these changes are requested by the victim and are reasonably feasible.

Students are provided with educational programming to promote the awareness of sexual violence prevention as indicated previously in this report. Information is provided to the campus community through new student orientation, resident assistant training, resident student education programming, as well as through applicable handbooks (faculty, staff, administration, and student).

Possible Sanctions/Appeals
Incidents of sexual violence, dating violence, domestic violence, stalking and/or sexual assault are taken very seriously by Daemen College. Upon completion of a thorough investigation and hearing, as outlined in the Student Code of Conduct, a student who is found responsible for such a crime could face the following possible sanctions/interim measures:

- Informal Resolution (as permitted by 2018 guidance from the US Department of Education)
- Order of No Contact
- Mandated assessment and/or therapy/counseling
- Persona Non Grata order (for parts or all of campus)
- Residence Hall re-assignment
- Restriction from campus activities
- Suspension from college housing (minimum of 1 semester, up to through tenure)
- Suspension from the College (minimum of 1 semester, generally a maximum of 1 year)

- Expulsion (permanent separation from the campus)
- Transcript Notation (indication found responsible for a conduct code violation for suspension or expulsion, as mandated by NYS Education Law 129-B.

Investigations that are handled informally may result in the use of "educational sanctions" as deemed appropriate by the matter and in consultation with the Title IX Coordinator.

A student may not be found responsible for one of the crimes mentioned above, but may be found responsible for other violations of the Code of Conduct which could incur additional sanctions and fines, as outlined in the student handbook. The College will utilize interim such as Order of No Contact, Persona Non Grata Orders, room assignment changes, etc, in order to ensure the safety of the community and the individual reporting, without penalizing the student who came forward. In matters that are being addressed concurrently through the criminal justice system, where a respondent is advised to not participate in the campus process, or where it seems appropriate by the circumstances of the incident as determined by the Vice President for Student Affairs and/or his/her designee, the College may utilize an interim suspension measure, pending the opportunity to complete the investigation and conduct process.

Both the complainant and respondent have the ability to appeal sanctions based on the criteria outlined in the student handbook. In accordance with New York State Law, appeals of incidents of sexual violence, dating violence, domestic violence, stalking and/or sexual assault will be heard by a panel as coordinated by the Office of the Vice President for Student Affairs in conjunction with the Title IX Coordinator.

The institution will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on 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 such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

Consent
Daemen College defines consent as "affirmative consent" (yes means yes), in accordance with New York State Education Law 129-B. Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender expression. Consent may be initially given but withdrawn at any time. When consent is withdrawn or cannot be given, sexual activity must stop. Consent cannot be given when a person is incapacitated. Incapacitation occurs when an individual lacks the ability to fully, knowingly choose to participate in sexual activity. Incapacitation includes impairment due to drugs or alcohol (whether such use is voluntary or involuntary), the lack of consciousness or being asleep, being involuntarily 76 restrained, if any of the parties are under the age of 17, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent. Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm. Additionally, prior consent to a sexual act does not necessarily constitute consent to any other act.

Campus Sexual Assault Victims' Bill of Rights
In accordance with the Campus Sexual Assault Victim's Bill of Rights (1992) and section 485 of the Higher Education Act of 1965 (revised 2010), as well as guidelines provided by New York State Education Law 129-B, Daemen College has implemented the following bill of rights that shall be afforded to all victims of reported campus-related sexual assaults. These rights have been adapted for Daemen College from the language used in the Higher Education Act and are described in more detail throughout this section.

1. The right to have any and all disclosures of domestic violence, dating violence, stalking, and sexual assault against them treated with seriousness and receive, from the institution, courteous, fair, and respectful health care and counseling services, where available.
2. The right to have sexual assaults committed against them investigated and adjudicated by the duly constituted criminal and civil authorities of the governmental entity in which the crimes occurred, if the victim so chooses, including make a report to local law enforcement and/or the state police; and the right to the full and prompt cooperation and assistance of College staff in notifying the proper authorities. The foregoing shall be in addition to any campus disciplinary proceedings.
3. The right to be free from any kind of pressure from College staff that victims:
    a. not report crimes committed against them to civil and criminal authorities or to campus safety and residence life staff; or
    b. report crimes as lesser offenses than the victims perceive them to be.

4. The right to be free from any kind of suggestion that sexual assault victims not report, or under-report, crimes because:
    a. victims are somehow 'responsible' for the commission of crimes against them;
    b. victims were negligent or assumed the risk of being assaulted; or
    c. by reporting crimes they would incur unwanted personal publicity.
5. The right to participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard and in so doing, to describe the incident to as few institution representatives as practicable and not be required to unnecessarily repeat a description of the incident;
6. The same right to legal assistance, or ability to have others present, including an advisor of their choice, in any campus disciplinary proceeding that the institution permits to the accused; and the right to be notified of the outcome of such proceeding.
7. The right to counseling services from any mental health services previously established by the institution, or by other victim-service entities, or by victims themselves.
8. After campus sexual assaults have been reported, the victims of such crimes shall have the right to require that appropriate College staff take the necessary steps or actions reasonably feasible to prevent any unnecessary or unwanted contact or proximity with alleged assailants, including immediate relocation of the victim to safe and secure alternative housing, and transfer of classes if requested by the victims.
9. Access to at least one level of appeal of a determination;
10. The right to report any inappropriate action, or lack thereof, in the handling of a reported sexual assault on the part of the College as a Title IX complaint.
11. Be protected from retaliation by the institution, any student, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution;
12. Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or conduct process of Daemen College.

Additionally, and in accordance with the SaVE provision of the Violence Against Women Act (VAWA), the College will work with the student to ensure that he/she is able to continue their studies safely while the matter is addressed. This includes applying, at the discretion of the Vice President for Student Affairs and Dean of Students (or his/her designee) and as dictated by the situation and the needs of the victim, the use of administrative room changes, Orders of No Contact, Persona Non Grata orders, and/or other steps deemed necessary.

Specific procedural steps victims/survivors should take if sexually assaulted:
A student who is sexually assaulted has the right to make a report to Campus Safety, local law enforcement, and/or state police, or choose not to report. They also have the right to report the incident to Daemen College and in so doing, to be afforded immediate assistance by an appropriate official trained in interviewing victims of sexual assault; assistance will include, including any interim measures that may be indicated for their protection, as well as protection by the institution from retaliation for reporting said incident. Victims of sexual assault should go to a safe place, contact Campus Safety at 716-839-SAFE (7233), an RA, or Crisis Services of Buffalo (716-834-3131). These first responders will provide immediate assistance, including helping the student receive any medical attention that may be needed. Victims are advised not to shower or change clothing before a possible sexual assault forensic exam occurs so that all available evidence is preserved as best possible in the event they choose to report the incident. The decision to report need not be made immediately and is the student's choice. Students are advised that the criminal justice system utilizes different standards of proof and evidence and that any questions about whether the incident violated the penal law should be addressed to law enforcement. The College official providing emergency assistance shall also explain whether he or she is authorized to offer confidentiality or privacy (as described immediately below) and shall inform students of other reporting options.

Privacy v. Confidentiality
In both the interest of the reporting student and campus community, and in compliance with federal and state laws, the College makes an important distinction between confidentiality and privacy. College officials designated as Campus Security Authorities and Responsible Persons are obligated to report certain crimes in order to ensure the safety of the overall community and accurate record keeping. The privacy of the student is protected insofar a possible by sharing relevant information only with those campus authorities who are in a position to work with the student and address the incident appropriately. This privacy is different from confidentiality which is afforded to a student who speaks with a campus counselor or outside advocacy agency such as Crisis Services of Buffalo. In those instances, no identifying information is shared or reported to campus authorities unless there is an imminent risk to the safety of the student and/or campus community.

While students are afforded all of the rights outlined in the Campus Sexual Assault Victim's Bill of Rights, including the right to notify proper law enforcement authorities, to be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses, or to decline to notify such authorities, it should be noted that unwillingness to make

a complete report to the College and/or the police will correspondingly impact the ability of the police and/or the College to take effective action or safety measures.

Even Daemen officers and employees who cannot guarantee confidentiality will maintain the privacy of a student(s) to the greatest extent possible. The information provided to a non-confidential resource will be relayed only as necessary for the College to investigate and seek a resolution.

Support for complainant
Students who are survivors of assault or harassment, including incidents that are sexual in nature, have the availability of several resources both on and off-campus, including 24/7 access to an Administrator On-Call (AOC) who is trained to specifically address these matters. Information will be provided as needed on resources for mental health counseling, medical services (including information on sexually transmitted infections and forensic examinations), legal services and any other pertinent campus or community resources. Student Affairs can work with survivors to implement persona non grata or no contact orders, manage residence hall and/or class conflicts, and similar measures as needed.

Additionally, a Campus Based Advocate from Crisis Services of Buffalo coordinates regular campus training and education, including bystander intervention for student leaders, as well as providing support in the event a student is sexually assaulted. Students can also contact any of the offices or agencies below for additional support and assistance.

SUPPORT AGENCIES AND COLLEGE OFFICES:	PHONE
Campus Safety	716-839-SAFE (7233)
~~Crisis Services - Victims advocate program~~	~~716-834-3131~~
Crime Victims Board	716-847-7992
Campus Student Counseling Services	716-839-8337
Health and Insurance Services	716-839-8446
Residence Life Staff (RA/ HD) or Directors	716-839-8200
Student Affairs Staff or Dean of Students	716-839-8332
NAMI Ocean County, Inc.	732-244-4401
NJ Mental Health Cares	866-202-HELP

ENFORCEMENT AGENCIES:	PHONE
Amherst Police/Buffalo Police	911
Erie County Sheriff/Dept. of Family Offenses	716-858-6102
Erie County District Attorney/CARR Unit	716-858-2525
Brooklyn Police [66 precinct]/NY Police	911
Brooklyn 66 Precinct	718-851-5611 or 718-851-5641
Kings County District Attorney	718-250-2000
Kings County District Attorney's Office	
Project Kol Tzedek	718-250-3000
For more information contact:	
Chana Widawski, LMSW	718-250-2005
New York State Domestic and Sexual Violence Hotline	
(anonymous and confidential)	800-942-6906
New York State Police 24-Hour Hotline	
(sexual assault victims unit)	844-845-7269
Ocean County Prosecutor's Office	732-929-2027
Ocean County Sheriff's Department	732-929-2044
Lakewood Township Police	732-363-0200

Counseling Services
Professional counselors are retained by the College at the main campus location located at 4380 Main St, in Amherst, NY, to assist students who are facing concerns of an academic, adjustment to college, personal, or social nature. They help students work through their concerns to develop appropriate alternatives, actions, or solutions. This service is confidential within the limits of Informed Consent and will be discussed in the first counseling session. The first 15 sessions are free to Daemen students and in circumstances where more are needed and as approved by the Director of Counseling and/or Vice President for Student Affairs. Referrals to a number of community service agencies are also available.

For further information, contact the Counseling Services Office, (716-839-8337).

Investigation and Adjudication Procedures
Complainants are entitled to a prompt response and to have their complaint investigated and adjudicated in an impartial, timely, and thorough manner. See Section 7 of this Handbook (Student Code of Conduct and Procedures) for details concerning students. Daemen College will seek consent from the reporting individual(s) prior to conducting an investigation. Declining to consent to an investigation will be honored unless Daemen College determines in good faith that the failure to investigate does not adequately mitigate a potential risk of harm to the reporting individual or other members of the community. Be advised that honoring such a request may limit Daemen College's ability to meaningfully investigate and pursue conduct action against the accused individual. Factors used to determine whether to honor such a request include, but are not limited to: whether the accused has a history of violent behavior or is a repeat offender; whether the incident represents an escalation in unlawful conduct on behalf of the accused from previously noted behavior; the increased risk that the accused will commit additional acts of violence; whether the accused used a weapon or force; whether the reporting individual is a minor; whether Daemen College possesses other means to obtain evidence such as security footage, and whether available information reveals a pattern of perpetration at a given location or by a particular group. If the respondent is a College employee, employee handbook policies and procedures, including the Policy Prohibiting Harassment, Including Sexual Harassment, will be referenced. Any member of the Daemen College community found responsible for sexual assault of another member of the Daemen community faces the possibility of expulsion 80 or termination of employment, as applicable. All evidence and information collected during the investigation will be maintained by the College through the Conduct Reporting system in accordance with record retention policies of the institution.

Sanctions
Individuals found responsible for a dating/domestic violence and/or sexual assault violation may be issued any of the following sanctions, or a combination thereof:

- Expulsion from the institution, which includes a transcript notation as outlined by NYS Education Law 129-B.
- Suspension from the institution (1 semester or 1 academic year), which includes a transcript notation as outlined by NYS Education Law 129-B.
- Expulsion from housing
- Suspension from housing (1 year)
- Community Service (50 hours or more)
- Persona Non Grata from certain areas or buildings of campus
- Room re-assignment (academic and/or residential)

Sex Offenders
Anyone interested in accessing information on registered sex offenders in the area can access the Sex Offender Registry at http://www.criminaljustice.ny.gov/nsor/

POLICY PROHIBITING DISCRIMINATION, HARASSMENT, AND SEXUAL HARASSMENT

It is the policy of Daemen College, in accordance with federal and state laws including, but not limited to, Title IX of the Education Amendments of 1972, the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, the Americans with Disabilities Act and the New York State Human Rights Law, not to discriminate on the basis of sex, sexual orientation, gender, race, color, creed, religion, veteran or military status, national origin, age, disability, familial status, marital status, domestic violence victim status, status as an ex-offender, arrest record, predisposing genetic characteristics or genetic information, or any other characteristic protected by federal or New York State law against any person with respect to employment, admission to the College, or in participation in any College program or activity. Also in accordance with these laws, it is the policy of the College to prohibit harassment of any student, employee or applicant on the basis of the statuses outlined above. All complaints alleging a violation of this policy will be investigated and appropriate remedies will be instituted.

It is the policy of Daemen College not to discriminate on the basis of sex, including sexual harassment, in its educational programs, activities or employment policies as required by Title IX, Education Amendments of 1972, Equal Employment Opportunity Commission regulations, and other applicable antidiscrimination laws.

Sexual Harassment
Sex discrimination in the form of harassment on the basis of sex includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical contact of a sexual nature when: a) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education status; or b) submission to or rejection of such conduct by an individual is used as the basis for educational or employment decisions affecting such individuals; or c) such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, hostile, or offensive working or educational environment. Daemen College will take all steps

necessary to prevent such discrimination and effectively address incidents of unlawful harassment, including the imposition of appropriate sanctions. As examples, the following kinds of conduct, or others with a similar harassing effect, are absolutely prohibited if such conduct falls within the definition stated above:

1. Abusing an employee or student through insulting or degrading sexual remarks, jokes, innuendoes, or other sexually oriented conduct (including, among other things, graphic or descriptive comments relating to an individual's body or physical appearance, sexually oriented teasing or pranks, improper suggestions, objects or pictures, or unwanted physical contact); or
2. Threats, demands or suggestions that an employee's or student's status depends in any way upon tolerating or accepting sexual advances or sexually oriented conduct.
3. Sexual violence, defined as physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's age, use of drugs or alcohol, or intellectual or other disability.

Any harassment of Daemen College employees, students, or applicants, or third parties (such as participants in College sponsored events) in violation of these rules is absolutely prohibited and will not be tolerated. Interim protective measures may be made while a complaint is investigated. Both complainant and respondent shall be treated equitably throughout the investigation.

Conduct that occurs off campus, including but not limited to that perpetrated electronically, by social networking or email, is also subject to investigation and an appropriate response under the Policy to the extent that such conduct contributes to a sexually hostile environment on campus.

Sexual harassment is illegal under both state and federal law. Inquiries regarding compliance with Title IX and New York State law 129-B may be directed to the Title IX Coordinator, Laurie Walsh, J.D. (Schenck Hall 209B, 716-839-8562). Inquiries regarding compliance with all other state and federal discrimination laws may be directed to the Director of Diversity and Inclusion, Tiffany Hamilton (DS 115, 716-839-7699), who is the College's Equal Opportunity Officer.

Other Forms of Harassment
Harassment is defined as verbal or physical conduct which denigrates or shows hostility or aversion to an individual because of his or her sex, sexual orientation, gender, race, color, creed, religion, veteran or military status, national origin, age, disability, familial status, marital status, domestic violence victim status, status as an ex-offender, arrest record, predisposing genetic characteristics or genetic information, or any other characteristic protected by federal or New York State law, or that of a persons' relatives, friends, or associates, and which:

1. Has the purpose or effect of creating an intimidating, hostile, or offensive working or educational environment; or
2. Has the purpose or effect of unreasonably interfering with an individual's performance; or
3. Otherwise adversely affects an individual's employment or educational opportunities.

As examples, the following kinds of conduct, or others with similar harassing effect, are absolutely prohibited if such conduct falls within the definition stated above:

1. Abusing an employee or student through epithets, slurs, negative stereotyping, or threatening, intimidating or hostile acts (even if claimed to be "jokes" or "pranks") which relate to sex, sexual orientation, gender, race, color, creed, religion, veteran or military status, national origin, age, disability, familial status, marital status, domestic violence victim status, status as an ex-offender, arrest record, predisposing genetic characteristics or genetic information, or any other characteristic protected by federal or New York State law; and
2. Written or graphic material which denigrates or shows hostility or aversion toward an individual or group because of sex, sexual orientation, gender, race, color, creed, religion, veteran or military status, national origin, age, disability, familial status, marital status, domestic violence victim status, status as an ex-offender, arrest record, predisposing genetic characteristics or genetic information, or any other characteristic protected by federal or New York State law.

Any harassment of Daemen College employees, students or applicants in violation of these rules is absolutely prohibited and will not be tolerated.

Retaliation
Retaliation against employees, students, third parties (such as participants in College sponsored events) or applicants for exercising their rights under this policy is also strictly prohibited and will not be tolerated. This includes retaliation against employees, students, third parties (such as participants in College sponsored events) or applicants for inquiring about their rights, or for making an honest complaint of a violation or possible violation, or for truthfully assisting in a

complaint investigation. Claims of retaliation should be reported to the Director of Diversity and Inclusion (Tiffany Hamilton, Duns Scotus, Room 115, 716-839-7699), who is the College's Equal Opportunity Officer or Laurie Walsh, JD, who is the Title IX Coordinator (SH 209B, 716-839-8562) as applicable.

Any employee or student who feels as though someone has subjected him or her to retaliation as a result of a report or participation into the investigation of a report should contact the Director of Diversity and Inclusion or the Title IX Coordinator (identified above) or other senior officer immediately.

No One Has Authority To Violate This Policy
Under no circumstances does any faculty member, administrator, trustee, other employee, or student of the College or any other person, including vendors and sub-contractors, have any authority whatsoever to engage in discriminatory, harassing, or retaliating conduct in violation of this policy. If anyone claims to have such authority, or if an employee, student, third party (such as participants in College sponsored events) or applicant has a question about whether objectionable conduct is authorized by the College, the College's EEO (Director of Diversity and Inclusion, 716-839-7699, DS 115), should be contacted.

Academic Freedom
As an institution of higher education, Daemen College, its employees and students also must be aware of the need for freedom of inquiry and openness of discussion in its educational and research programs, and must strive to create and maintain an atmosphere of intellectual seriousness and mutual tolerance in which these essential features of academic life can thrive. No college can or should guarantee that every idea expressed in its classrooms or laboratories will be inoffensive to all; pursued seriously, education and scholarship necessarily entail raising questions about received opinions and conventional interpretations. Daemen College does guarantee, however, that credible accusations of inappropriate remarks or conduct that may violate the College policy prohibiting discrimination and harassment will be investigated promptly, thoroughly, and fairly.

Complaints
Individuals with complaints of discriminatory harassment may also have the right to file a complaint with the Office for Civil Rights (OCR) of the U.S. Department of Education. An employee may also have the right to file a charge with the United States Equal Employment Opportunity Commission ("EEOC"), the Office of Civil Rights ("OCR"), or the New York Division of Human Rights ("SDHR"). A charge should be filed with the EEOC within 300 days of the most recent date that the unlawful conduct occurred, or if filed with the OCR, within 180 days, or if filed with the SDHR, within one (1) year. Reporting to the College is critical, however, because if the College does not know about the conduct, it cannot act.

No one should allow conduct that may violate this Policy to continue unreported. It is extremely important that this be reported so that the College can act to stop such conduct at the earliest possible time. Daemen College provides training for employees on recognizing and preventing harassment, including sexual harassment: all employees are expected to participate in such training.

GRIEVANCE PROCEDURE

Every person in the College community is responsible for compliance with this policy. The Equal Opportunity Officer and has been given day-to-day responsibility for implementing this policy by the President.

Grievances
Grievances or complaints alleging a violation of the College's policies prohibiting discrimination, harassment, and sexual harassment may be submitted to the Director of Diversity and Inclusion (Duns Scotus, Room 115, 716-839-7699). The EEO will also inform the Title IX Coordinator of any grievance that may constitute a violation of Title IX. Grievances may be submitted in writing using the online bias reporting form or any other written mechanism. A grievance should contain a statement of the facts identifying the violation and as much supporting documentation as possible. Upon request, assistance in preparing the grievance will be supplied by the EEO. Those filing a grievance should also express their view of a possible resolution to the problem. A grievance should be filed as soon as possible after the alleged discrimination has occurred (usually within 30 days). A delay in filing a grievance may impact the ability of the College to investigate and resolve the grievance.

Grievance Procedure
The EEO will attempt to resolve the matter as simply and as quickly as possible by informally meeting with the relevant persons in an effort to reach an acceptable agreement. If the complaint involves an alleged sexual assault, the matter will immediately proceed to Step 2 below; no informal mediation will be undertaken. Cases of alleged sexual assault in which both the complainant and respondent are students will follow the procedures outlined in the Sexual Violence Policies and

Procedures Section of the Student Handbook.

If an acceptable resolution is not reached by the EEO, the grievant may request that the matter be referred to the appropriate Cabinet member (Vice President for Academic Affairs(VPAA) in the case of a faculty grievant) for a more formal investigation. Such request may be made at any time, but not later than ten (10) days after notification that the Step 1 procedure is completed. Within thirty (30) days thereafter, the Cabinet member or VPAA or their designated representative (Grievance Officer) will conduct an investigation with respect to the grievance. (Should the grievance be against either the EEO or the Cabinet member, the grievant should notify the Director of Employee Engagement who will arrange for another Grievance Officer to be appointed.) Efforts will be made to complete the investigation within 45 days after Step 2 is initiated.

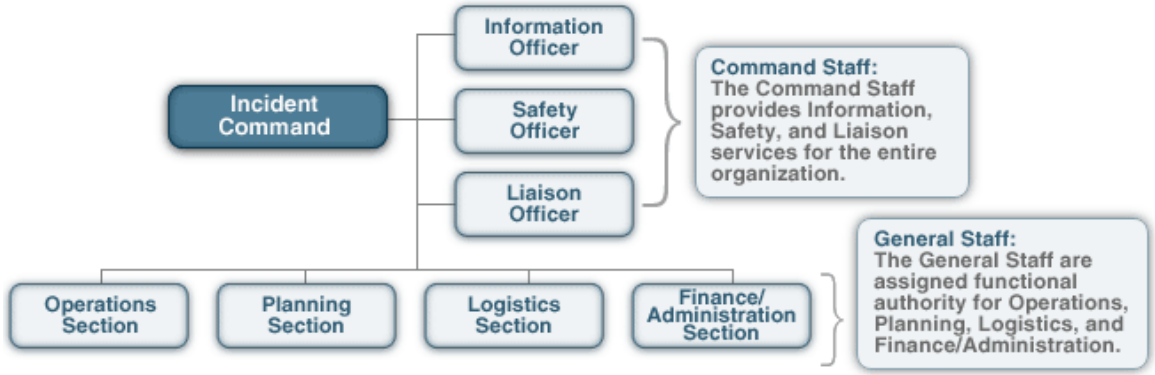
During the investigation, the grievant shall have the right to present evidence and witnesses. The Grievance Officer will also examine other relevant evidence and witnesses, including professionals where appropriate. The Grievance Officer shall render a written decision on the grievance applying a preponderance of the evidence standard. A copy of the decision will be provided to the grievant and accused party(ies). Either party may seek review by the College President of all or part of the Grievance Officer's decision by filing an appeal with the Office of the President within 10 days after the decision is rendered. The President in conjunction with legal counsel for the College will review the decision to determine whether it is supported by substantial evidence and that the College substantially complied with applicable procedures. The President's decision will be rendered within 30 days of filing the appeal. The President may affirm the decision, modify the decision, or return the matter for further investigation. Should the President be the accused party, the appeal will be made to the Executive Committee of the Board of Trustees, which will review and rule upon the Grievance Officer's decision.

EMERGENCY RESPONSE PLAN – MAIN CAMPUS

The Daemen College Emergency Response Plan is intended to provide needed direction and guidance to the campus community in the event of any situation which affects the normal operation of the campus. Consistent with the National Incident Management System (NIMS), Daemen College utilizes the Incident Command System (ICS) to effectively respond to crises and concerns. Chaired by the Vice President for Student Affairs (VPSA), the campus Emergency Response Team (ERT) meets regularly in order to review and become familiar with the plan, conduct training exercises for the community, and ensure that the plan is continually updated and revised. Regular training and drills are conducted on-campus with consultation from Amherst emergency response service personnel. Additionally, the College has implemented an Administrator On-Call (AOC) system to ensure that a senior level administrator is informed whenever a significant incident occurs that affects the safety of individuals or the campus property. This system is in place at all times regardless of whether classes are in session or not.

General Emergency Procedures
It is not feasible or practical to develop an emergency plan based on every incident that may occur. Each situation and crisis is different. Even two situations of the same nature are different in circumstance. Therefore, the Daemen College Emergency Response Plan is based on the National Incident Management System (NIMS) and Incident Command System (ICS) as used by federal, state, and local law enforcement and emergency response agencies. The purpose behind ICS is to allow for integrated command of multiple response agencies—to allow for ease of communication, sharing of resources, and greater flexibility in response based on the personnel at the scene at that time.

There are five major management functions that are the foundation upon which the ICS is built. These functions apply whether the team is responding to a routine emergency, organizing for a major non-emergency event, or managing a response to a major disaster. The five major management functions are:



- **Incident Command:** Sets the incident objectives, strategies, and priorities and has overall responsibility at the incident or event.
- **Operations:** Conducts tactical operations to carry out the plan. Develops the tactical objectives and organization, and directs all tactical resources.
- **Planning:** Prepares and documents the Incident Action Plan to accomplish the objectives, collects and evaluates information, maintains resource status, and maintains documentation for incident records.
- **Logistics:** Provides support, resources, and all other services needed to meet the operational objectives.
- **Finance/Administration:** Monitors costs related to the incident. Provides accounting, procurement, time recording, and cost analyses.

ICS follows these five major management functions for any situation, regardless of the size of the incident, When the ICS is deployed, the staff member with the most experience to handle the situation at that time, regardless of title, rank, etcetera, is deemed the Incident Commander. In most cases, this will be the Campus Safety Supervisor for that evening or the Administrator On-Call. When it is appropriate to switch command, the Incident Commander will brief the next person and transition command.

As incidents expand or contract, change in jurisdiction or discipline, or become more or less complex, command may change to meet the needs of the incident. Rank, grade, and seniority are not the factors used to select the Incident Commander. The Incident Commander is always a highly qualified individual trained to lead the incident response. The Incident Commander is also the only position that is always filled for any situation. All other team members become supporting cast and work together to resolve the crisis.

Depending on the nature of the emergency, local law enforcement and response agencies may become involved. In those instances, Daemen College staff will transition authority of the situation to the authorities. However, the Incident Commander and Daemen ERT members are still responsible for working directly with law enforcement and emergency response team members, handling media relations, and providing the necessary report for resolving a situation amicably. After law enforcement and emergency response members leave, College staff will manage the incident and the impact on the community.

A crisis or emergency is defined as ANY event that affects one or more people in a significant way and/or involves local, state, and/or federal authorities. This is an intentionally broad definition used purposely so as to ensure that all incidents are responded to in a consistent manner.

EMERGENCY TELEPHONE NUMBERS
For initial reporting of emergencies requiring firefighters, police, or first aid personnel, 9-1-1 should be called immediately.

Additionally, Campus Safety should be contacted for any crisis or emergency on campus proper at (716) 839-SAFE (7233).

In case of medical emergency, Daemen College has partnered with the MASH to provide transportation to and from the MASH Urgent Care Center located at 3980 Sheridan Road in Dent Tower. MASH Urgent Care is open seven (7) days per week from 8:30 am – 9:00 pm and takes all insurance providers. Students can arrange transportation to the MASH Urgent Care at Dent Tower by contacting Campus Safety at 716-839-SAFE (7233)

Family Care Medical center, located at 61 Maple Road in Williamsville, is the primary health care provider for non-emergency situations for Daemen College students enrolled in the Daemen College Student Health Insurance Program. Family Care has agreed to give priority appointments to our students, but they do ask for cooperation in calling their office first to avert scheduling conflicts. Walk-in hours are available 8 am – 11 am on Saturdays.

FAMILY CARE MEDICAL CENTER
61 Maple Road
Williamsville, NY 14221
(716) 565-1234

Shelter in Place
When deemed appropriate by the Incident Commander, the College may ask all or select members of the community to assume Shelter-in-Place. During Shelter-in-Place, all members of the Daemen College community are instructed to secure themselves in their current location, lock doors and windows, turn phones on silent or vibrate, and await further instructions from the University. Community members should NOT call the College main number, but rather remain in place until they receive further instructions from the College via the Mass Alert Messaging System. The Messaging System will allow for communication via text and email alert. Additionally, in some instances, messages will appear on classroom and office computer screens as well as digital display boards across campus. Finally, in rare instances, the outdoor horn and audible messaging can be utilized. All community members who have provided their cell phone information to the College are automatically enrolled in the System. Messages are sent out via Campus Safety Switchboard and monthly tests of the system are conducted throughout the year at various hours of the day. When appropriate, and in consultation with local law enforcement, the Incident Commander will provide an "all clear" through the Messaging System for community members to return to normal activities. The College only uses the Mass Alert Messaging systems for emergencies and not for advertising or other announcements.

Evacuation Plans
In the event of a fire alarm, individuals are expected to exit the building in an orderly fashion and move away from the building until given the "all clear" by the appropriate campus official.

Note: In the event of an evacuation, the Dining Hall located in Wick Student Center will serve as primary gathering location for students if the crisis has resulted in a building being evacuated. The gym in Duns Scotus will serve as secondary location if the Dining Hall is compromised. Tertiary location will be the Amherst High School located across the street from campus proper.

PROCEDURES FOR STUDENTS WITH A DISABILITY OR SPECIAL NEEDS:
Students with a documented disability are sent a letter at the beginning of each semester reviewing the information below:

If building evacuation is indicated due to an emergency, community members are asked to please follow these procedures in order of priority:

- If the individual is able to evacuate safely under his/her own power, he/she should do so. Elevators must not be used in the event of fire alarm, unless use is specifically authorized by emergency personnel.
- If the individual is unable to evacuate under their own power, he/she should make his/her way to an area of refuge in the building and await assistance from emergency responders. Stairwells at the ends of buildings (not the middles) are where emergency responders will expect to find individuals needing assistance with evacuation. (Specific locations of areas of refuge for all campus buildings are listed below.)
- During an emergency, students are requested to confirm their location and need for assistance (or not) to Campus Safety if possible, as soon as possible. Prompt notification of a student's whereabouts will aid Campus Safety in assuring student's safety as well as ensuring that first responders do not take unnecessary risks searching for individuals who are already safe and sound.

Areas of refuge in case of building evacuation: (for persons unable to self-evacuate)

- **Academic and Wellness Building (AWC):** End Stairwells
- **Business Building:** End stairwells.
- **Canavan Hall:** End stairwells, all floors.
- **Campus Village Apartments:** End stairwells, all buildings.
- **Homewood Suites**: Staff will be available to assist you.
- **Curtis Hall:** Exits to 2nd floor roof area and alternative stairwells.
- **Duns Scotus Hall:** End stairwells, all floors.
- **Research and Information Commons:** Back stairwell (corner adjacent to Athletic Facility and Main Street), all floors. Alternative – stairwell by elevator, all floors.

- **Reynolds Center:** Second floor outdoor patio. Alternative – back stairwell
- **Rosary Hall:** Entry to outdoor stairs (east side of building), stairwells.
- **Schenck Hall:** End stairwells.
- **Visual and Performing Arts Center:** End stairwell (by the driveway), all floors. Alternative – main stairwell.
- **Wick Center:** Hallway and stairs to the left of entrance to Social Room on 2nd floor (east side of building). Alternative – stairwell in hallway by elevator – west side of building).

EMERGENCY RESPONSE AND EVACUATION POLICY – COLLEGIATE VILLAGE

Evacuation Plans
Residents should prepare to vacate the building immediately whenever an alarm sounds. Do not wait and see if it's real. Assume it is. The assumption is that community members may be placing themselves and others in a dangerous situation in which every moment counts. "Horsing around", whether in a drill or actual emergency will not be tolerated and may result in the resident's eviction.

EMERGENCY TELEPHONE NUMBERS
911 For initial reporting of emergencies requiring firefighters, police, or first aid personnel.
716-831-6000: For the gatehouse security.

General Emergency Procedures
Community members should dial ***9-1-1*** immediately if the emergency is of a serious nature that requires police, firefighters, rescue squad and/or ambulance.

PROCEDURES FOR STUDENTS WITH A DISABILITY OR SPECIAL NEEDS:
Areas of refuge in case of building evacuation: (for persons unable to self-evacuate)
- Open windows and call 911.
- Tell them you are trapped and give them your address and apartment number.
- If possible, also call Security at 716-831-6000.

EMERGENCY RESPONSE AND EVACUATION POLICY – BROOKLYN CAMPUS

Emergency Management Plan
This document outlines the College's Brooklyn Campus' General Emergency Procedures and Crisis Management procedures. It is recommended that each member of the campus community familiarize him or herself with this important information.

In the event an emergency should arise on campus, the following procedures should be followed:
- If it is of a serious nature that requires police, rescue squad and/or ambulance, dial 911 immediately.
- Always call the on-site security 917-549-4812/917-804-8753 (Cope Education & Bais Yaakov of 18th Avenue Campuses) or 718-941-5450, Ext 100 (Ditmas Campus). Apprise them of your precise location and the name of the individual(s) involved. Security will assist medical authorities in finding their way around campus. It is imperative that Security is alerted to any emergency.
- In our efforts to maintain confidentiality, please remove yourself from the immediate emergency area once assistance has arrived. This will not only give better access to rescue personnel, it will help ensure that confidential information is not overheard beyond those individuals who need to know. Thank you for your compassion and cooperation.
- You may be asked to complete an accident/incident report for Security. Your cooperation in giving an accurate and detailed account of the incident will be appreciated.

Emergency Evacuation Procedures
In the event of an incident presenting immediate or risk of immediate threat to human safety, an evacuation order should be given by any person in authority nearest the site of the incident. Emergency services should be called, as per the general emergency instructions above. Persons not "in authority" should also call for evacuation if common sense so dictates. There are two designated gathering points in the event of building evacuation:

Bais Yaakov of 18th Avenue Campus:
- Main staircase straight down to yard. Walk toward 46th Street.
- Alternate staircase out main doors. Walk to train station.

Cope Education Campus:
- Front exit (facing 18th Ave.). Turn right and walk toward East 4th Street.

- Side exit (facing East 5th street). Turn left and walk toward Avenue F.

Ditmas Campus:

- Large School Yard (E. 8th Street) Exits H and I
- Small (flag) School Yard Exits E and F
- Cortelyou Road Exits B and C
- East 8th Avenue Exits G and D
- East 7th Street Exits A, L, K (handicapped accessible), J and I

If indicated by the nature of the emergency, or at the direction of emergency/crisis management authorities, persons should assemble at these points to ensure adequate distance from evacuated building and that evacuees are present and accounted for.

Crisis Management Procedures

In the event of a major emergency which physically, or emotionally, disrupts normal campus operations, the Program Director may direct that the campus operate in accordance with the following crisis management procedures. These procedures are designed to prioritize human safety, provide accurate and timely information to the campus community, and allow for sound decision-making in evolving circumstances.

Procedures for Students with a Disability or Special Needs

If building evacuation is indicated due to an emergency, please follow these procedures in order of priority:

- If you are able to evacuate safely under your own power, do so. Remember that elevators must not be used in the event of fire alarm, unless use is specifically authorized by emergency personnel.
- OR, make your way to an area of refuge in the building and await assistance from emergency responders. Specific locations of areas of refuge for Brooklyn campuses are listed below.
- During an emergency, we ask that you confirm your location and need for assistance (or not) to Security if possible, as soon as possible. Your prompt notification of your whereabouts will help us to enhance your safety as well as ensure that first responders do not take unnecessary risks searching for individuals who are already safe and sound.

Areas of refuge in case of building evacuation: (for persons unable to self-evacuate)

Bais Yaakov of 18th Avenue Campus:

- Either of the 3rd floor stairwells

Cope Education Campus:

- First floor lobby

Ditmas Campus:

- Holding rooms, designated areas where individuals who are physically disabled wait for assistance, are posted in every classroom, auditorium, and cafeteria. Holding rooms are left unlocked during hours in which the building is open for classes or events

Definition of a Crisis

A crisis includes, but is not limited to, events such as the following:

- An on-campus event posing immediate or potentially immediate risk to human safety, such as (i) fire, (ii) dispersion of hazardous substance (e.g., chemical, biological), (iii) explosion, (iv) bomb or similar threat, (v) human activity posing risk to safety (e.g., weapons involvement, hostage-taking), (vi) communicable disease epidemic.
- An on-campus event involving or posing the immediate risk of significant property damage.
- Loss of basic resources (e.g., power, water) of breadth or duration sufficient to imperil the well-being and safety of the campus community.
- An off-campus event posing significant risk or threat of risk to human safety or campus property, or otherwise causing grave human concern sufficient to disrupt normal operations (e.g., terrorist attack, declaration of disaster by civil authorities).

Campus emergencies such as, but not limited to, the following will not ordinarily trigger declaration of a crisis:

- Events restricted to a specific location and capable of being brought under control without significant risk to human safety.
- Incidents, with or without injury, involving a small number of persons and susceptible to intervention and control by appropriate professionals (e.g., security staff, paramedics, firefighters, police).
- Power or water outages of limited duration and/or scope.

Crisis Management Contacts for Brooklyn Campuses

Director of Cope Educational Services (Cope Education Campus)
Director of Alternative Certification (Ditmas and Cope Education Campuses)
Coordinator of Alternative Certification, Brooklyn, NY (Bais Yaakov of 18th Avenue and Ditmas)
Associate Dean for the Education Department (Off-Site–Main Campus)
Director of Alternative Certification (Off-Site–Main Campus)

MISSING STUDENT POLICIES

While Daemen College's Brooklyn Campus does not offer resident housing, and therefore does not have a missing person policy, the main campus located at 4380 Main St, Amherst, NY, does offer residential housing and does uses the following policy to guide its work if a student is reported missing.

Daemen College takes student safety very seriously. To this end, the following policy and procedure has been established to assist in locating Daemen College students living in College on-campus housing who, based on the facts and circumstances known to the College, are determined to be missing. This policy has been established as required by the Higher Education Opportunity Act (HEOA) and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, referred to as the Clery Act.

Designation of a Contact Person(s)

Each year, every resident student has the option to identify a contact person(s) whom the College shall notify within 24 hours of the determination that the student is missing. The contact person can be anyone and, if the student so elects, may be someone other than the person that the student has designated as his/her emergency contact person for other purposes. Resident students are provided, during check-in via floor meetings, the Missing Student Contact Registration Form. Students will complete the form at the floor meeting and turn it in to the Office of Residence Life. This contact information is considered confidential and will be maintained separately by the Office of Housing and Residence Life and will only be shared with the appropriate College officials involved in a missing persons investigation including, but not limited to, the Vice President for Student Affairs and Dean of Students as well as the President. The information may also be given to Daemen Office of Campus Safety and the local police department should an investigation be conducted after a missing student report is made. A student may change or revoke his/her contact information through the Office of Housing and Residence Life.

A resident student who is less than 18 years of age and not officially emancipated by his/her parents or guardian may designate a contact person; however, the student's custodial parent or guardian will also be notified within 24 hours of a determination that the student is missing.

Notification Procedures for Missing Resident Students

- It is understood that resident students will have opportunities during the academic year to take weekends away to visit family or friends. When students will be away from their on- campus residence, students should inform their roommate or Resident Assistant of their plans and expected date of return for emergency contact purposes. For purposes of this policy, a student may be considered to be a "missing student" if the person's absence is contrary to his/ her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include a reasonable/reliable report or suspicion that the missing student may be endangered. Examples include, but are not limited to, possible victim foul play, expression of suicidal thoughts, possible alcohol or drug abuse, a life-threatening situation, or recent contact with persons who may endanger the student's welfare.
- Anyone who suspects that a residential student is missing should immediately complete an online report at www.daemen.edu/missingperson and/or notify a Resident Assistant (Main Campus), Community Assistant (Collegiate Village), Hall Director, and/or the Director of Housing and Residence Life (716-839-8200; residencelife@daemen.edu). If a missing student report is received by a Resident Assistant, Community Assistant , Hall Director, and/or the Director of Housing and Residence Life (DHRL), such individual should immediately notify the DHRL who will be responsible to coordinate the investigation. The DHRL will immediately notify Office of Campus Safety, the Vice President for Student Affairs and Dean of Students. The Vice President for Student Affairs and Dean of Students will notify the President.
- Once such notice is received, the Office of Campus Safety and the Office of Housing and Residence Life will begin an investigation to include, but not limited to, the following:
    - Call the student's cell phone and residence hall room phones
    - Send the Director of Housing and Residence Life, Resident Assistant or Hall Director to student's room.
    - Contact roommate(s)
    - Access student's vehicle information to locate and distribute to local authorities if necessary

- Access student's class schedule and seek information on last sighting or other contact information.
- Access reports to determine the last time student used a meal card or accessed residence hall.
- If student works on-campus, contact supervisor for contact information
- Call student's home number
- Request information from Information Technology about student's last electronic sign in to Daemen's network systems

- Office of Campus Safety may issue an ID picture to assist in identifying the missing student
- Office of Campus Safety may search on-campus public locations (library, cafeteria, etc.)

Actions Upon a Determination that a Student is Missing

- If the above investigatory steps are unsuccessful in locating the student who has been missing for 24 hours or it is apparent sooner that the student may be endangered, the DHRL or designee, after consulting with the Office of Campus Safety, will take the following actions within 24 hours:
- The DHRL, in coordination with the Office of Campus Safety, will contact the local police department and other law enforcement agencies as necessary and report the student as a missing person. The DHRL will write and file a detailed report and share it with the Police. Law enforcement will take charge of the investigation.
- The Office of Campus Safety will assist external authorities with these investigations as requested.
- The Vice President for Student Affairs and Dean of Students or designee will notify the designated contact person, if any, that the student is believed to be missing. For unemancipated students under the age of 18, the student's parent/guardian will also be notified.

Campus Communications about Missing Students

- Notifications to the campus community will be coordinated by the Vice President for Student Affairs. Media communications will be coordinated by the College Public Relations Director. Information will not be released to the public unless authorized by the Vice President for Student Affairs or his /her designee. All media requests will be directed to the College Relations Director.
- The DHRL will act as the liaison between the College and law enforcement, writing follow-up reports as needed and keeping College officials apprised of the ongoing investigation.

Commuter Students

- Reports of commuter students who are missing will be referred to Office of Campus Safety and Amherst Police Department for investigation.

ALCOHOL AND OTHER DRUG POLICIES

Student Activities

Daemen College allows students who comply with the New York State minimum drinking age of 21 years of age to consume alcohol as a privilege, but not as a right, and within specified guidelines and limitations, at certain College events, as determined by the Director of Student Activities. These events are generally limited to those where a significant number of students over the age of 21 are anticipated to attend.

The College expects that students who choose to consume alcohol will do so responsibly. Individuals or groups who conduct themselves in a disorderly manner, destroy property, or infringe upon the rights of others are accountable for their behavior and will be subject to campus disciplinary action and/or appropriate civil or criminal actions. In other words, drunkenness is a problem, not an excuse for one. These policies and regulations apply to all members of the College community and their invited guests.

1. All alcoholic beverages are to be provided by Daemen College Dining Service at all events approved for alcohol service.
2. All student social functions involving alcohol are usually limited to members of the Daemen College community and their escorted guests. Students are liable for the actions of their guests. The Director of Student Activities will generally refuse alcohol requests for events where unescorted visitors may be expected. The Director may refuse entry of any person to any College event.
3. Alcohol abuse will not be tolerated. Alcohol may not be offered as a prize or reward, or consumed in contests. Social participants are allowed to purchase no more than one alcoholic drink at a time (or at the discretion of the Director of Student Activities).
4. Dining Service bartenders, Campus Safety Officers, group moderators, the Director of Student Activities, and the Vice President for Student Affairs and Dean of Students have authority to refuse the purchase of alcohol by any person who appears to be intoxicated or troublesome and that person may be required to leave a social event.

5. Aside from the specifications permitting alcohol at certain student activities, and the guidelines for alcohol permitted in the residence halls listed in this Student Handbook, alcohol cannot be consumed on campus grounds or in private automobiles while on campus grounds.

Daemen College recognized student organizations are not permitted to host events on campus or off campus where the primary focus is the consumption of alcohol. This typically refers to bar parties or fundraisers where persons pay a cover charge and alcoholic beverages are provided free or at a reduced fee. The intent of this policy is prevent and discourage events that promote alcohol abuse (binge drinking, underage drinking, DWI) and to reduce the risk of liability faced by student organizations and their officers when holding these types of events.

Residence Halls
The use of alcohol in the residence halls will be subject to state and federal laws and Daemen College Policy. Responsible use of alcohol by students 21 years of age and older is permitted only according to college regulations. In accordance with New York State law students under the age of 21 may not possess, sell, or consume alcoholic beverages. The college follows a zero-tolerance policy in these matters. This means that every reported incident will be formally addressed through the conduct review system. **(Please note: General policy information regarding drugs and alcohol are covered in Section 5 of the Student Handbook, Campus Policies)**

The following guidelines pertain to students who are of legal drinking age. The College also expects all visitors and guests to comply with the regulations listed below:

A. Any resident bringing visitors/guests to campus shall be responsible for making the alcohol policies known to their visitors/guests. Every visitor/guest is subject to college rules and regulations. It is the responsibility of residents as hosts to monitor and accept responsibility for the behavior of their visitors/guests.

B. Alcohol is not permitted in Canavan Hall, including those students who are over the age of 21.

C. Alcohol is not permitted in any apartment/suite where no students over the age of 21 reside.

D. Students over the age of 21 are responsible for keeping alcohol out of the hands of minors.

E. Kegs, taps, beer balls, and other common sources of alcohol, are not permitted. The possession of any implement which can be used to irresponsibly ingest alcohol is prohibited. This includes, but is not limited to, funnels, beer bongs, etc. Drinking games and drinking game devices, (e.g.. beer pong tables), are also not permitted.

F. Students who are of legal drinking age and who are in the possession of alcohol, or present where alcohol is being consumed, must provide proof of age when asked by any college official including Resident Assistants. If proof of age is not provided, students will be asked to dispose of the alcohol and follow-up will occur via the College's Code of Conduct.

G. Underage students may not be in the presence of alcoholic beverages. The only exception is an underage resident who lives with students of legal drinking age, may be in the presence of alcohol in his/her assigned apartment. *The underage person may not consume or possess alcohol.* Once guests (anyone not residing in said apartment) over the age of 21 enter an apartment where alcohol is present, NO students under the age of 21 (including residents of that apartment) may be present.

H. The amount of alcohol permitted by each resident over the age of 21 in an apartment is 1 liter of spirits or wine, or a 6 pack of beer. Visitors/Guests of residents are not permitted to bring alcohol onto campus.

I. Alcoholic containers may not be used as decorations. Empty cans or bottles will be deemed as proof of consumption. Students over the age of 21 should dispose of or recycle containers immediately after consumption.

J. In the event that there is an alcohol policy violation, it is not the College's responsibility to determine who was consuming alcohol and who was not. It will be assumed that anyone involved in the incident was engaging in the policy violation.

K. Public intoxication is considered an alcohol policy violation. Actions as a result of public intoxication which disturb any people, facilities, community, and/or self will be dealt with through the appropriate authorities.

Daemen College Drug and Alcohol Abuse Prevention Policy
Pursuant to the U.S. Department of Education Regulations implementing the Drug-Free Schools and Communities Act Amendments of 1989, Daemen College establishes the following policy and regulations:

Policy Statement: Daemen College endeavors to establish for its students, faculty and staff an environment in which the misuse of alcohol and drugs is minimized, which encourages moderation, safety and personal accountability, and which provides an atmosphere free of coercion and peer pressure to abuse alcohol or use illegal drugs. The College strongly believes and encourages the use of treatment and educational programs as the most effective means to reduce and prevent substance abuse of any kind. All members of the Daemen community should exercise sound judgment and be mindful of their personal health, safety and wellbeing, as well as that of their friends and guests, by observing all laws regulating drug and alcohol and the College rules expressed in this Policy and elsewhere in this Handbook.

Standards of Conduct: The unlawful possession, use or distribution of alcohol and illegal drugs by students and employees on college property or while engaged in College activities off the College campus is prohibited. While the College permits the lawful use of alcohol by students and guests on campus in accordance with the College alcohol policy (see following section), any abuse of this privilege will be subject to College disciplinary action and/or appropriate criminal sanctions.

Legal Sanctions Regarding Alcohol: Under New York State law it is illegal:

- To provide alcohol to persons under the age of 21 or to persons who are visibly intoxicated. Providing alcohol to persons under the age of 21 is a Class A misdemeanor which is punishable by imprisonment for up to one year, a fine of not more than $1,000 and/or 3 years probation;
- To misrepresent the age of a person under the age of 21 for the purpose of inducing a sale of alcohol. Those found guilty of violating this law shall be punished by a fine of not more than $200, or by imprisonment for not more than five days, or by both fine and imprisonment;
- For a person under the age of 21 to possess alcohol with the intent to consume it. Those found guilty of violating this law shall be punished by a fine of not more than $50 and/or required to complete an alcohol awareness program and/or required to provide up to 30 hours of community service;
- For any person under the age of 21 to present or offer any written evidence of age which is false, fraudulent or not actually his own, for the purpose of purchasing or attempting to purchase alcohol. Those found guilty of violating this law shall be punished by a fine of not more than $100, and/or required to complete an alcohol awareness program and/or required to provide up to 30 hours of community service. Additionally, if it is found that a New York State driver's license was the written evidence of age used for the purpose of the purchase or attempted purchase, the person's license to drive a motor vehicle may be suspended for 90 days. Lastly, alteration of the required forms of identification (driver's license, passport or armed forces ID card) may constitute "possession of a forged instrument… with intent to defraud," which is a Class D felony under New York State penal law.

Legal Consequences of Operating a Vehicle While Under the Influence of Alcohol or Drugs

- Operating a Motor Vehicle after Consuming Alcohol While Under Age 21. Any person under age 21 who operates a motor vehicle after having consumed alcohol, as determined by a blood-alcohol content of at least .02%, may be referred to the Department of Motor Vehicles for license suspension or revocation, and a $125 charge. V andT Law § 1192-a.
- Driving While Ability Impaired (DWAI) (more than .05% but less than .08% Blood Alcohol Content (B.A.C.) First violation (Traffic Infraction): Mandatory $300-$500 fine; and/or imprisonment up to 15 days; mandatory 90 day license revocation. Subsequent violations increase the fine, possible imprisonment and length of revocation.
- Driving While Intoxicated (DWI) (.08% B.A.C. or higher or while impaired by the use of a drug) 1st Violation (Misdemeanor): Mandatory $500-$1,000 fine and/or 1 year imprisonment; Mandatory 6-month minimum license revocation. Two violations within 10 years can result in jail for up to 4 years and a 1 year revocation of your license to drive. If there is personal injury, a possible lifetime revocation can result.
- If you are under the age of 21 and charged with DWAI, or DWI, and you are convicted of such charges, your license will be revoked for a minimum of one year. If you drive while your license is suspended or revoked, or if you refuse a chemical test, you face a mandatory jail term of 7-180 days and a mandatory fine of $500-$1,000.

Drugs
There are several New York State and Federal laws prohibiting the use and/or sale of controlled substances (drugs such as marijuana, heroin, cocaine, PCP, LSD, methamphetamine and fentanyl). Misuse and sale of prescription medications is also prohibited. Prescriptions are meant to be used only by the person for whom the prescription is written and/or as prescribed. A conviction can result in a substantial fine and/or a lengthy imprisonment. Remember that the conviction of a crime will remain on your record and can impact your ability to find suitable employment or get a professional license and can impair your ability to travel.

New York State has decriminalized marijuana, which is not the same as indicating its legality. Possession of less than 25 grams is considered a violation and carries a fine of up to $100 with increased fines for repeat offenders. Additional charges/penalties and fines increase depending on the quantity over 25 grams.

Prescription medication, including medical marijuana, must be labeled as such and with the person for whom it was prescribed.

Daemen College Sanctions
Members of the College community who violate these policies will be subject to discipline via the Student Code of Conduct. Taking into account the circumstances of each case, sanctions for students may range from warnings to expulsion from the College, and sanctions for faculty and staff members may range from warnings to termination. At the discretion of the College, as an alternative to, or in addition to any disciplinary action taken, students or employees may be required to participate in and to complete satisfactorily an appropriate counseling or rehabilitation program. Records of such discipline may be maintained in a student's record or an employee's personnel file. Enforcement of these sanctions will be through the College's existing disciplinary procedures for students, faculty, and staff, as appropriate. The College reserves the right to require that a student participate in random drug testing, at their own expense, as part of a sanction for being found responsible for a violation of this drug policy and/or if there is reasonable evidence to suggest illegal drug use/abuse.

Health Risks
Abusing drugs and/or alcohol among other things can make you sick, lower your job performance, put you in prison, cause dependency, be expensive and cost you your life.

Alcohol use will dull your senses, impair coordination, slur your speech, cause mood changes, depress brain functions, lead to irreversible brain damage, damage liver, heart, and pancreas, irritate your stomach, and possibly cause physical damage to your unborn baby.

Drug use may increase your heart rate and blood pressure, cause tremors and convulsions, produce heart, liver, and kidney damage, cause personality changes, confusion, and depression, lead to paranoia and hallucinations, injure your unborn baby, and lower your resistance to disease—including STDs and AIDS.

AMNESTY POLICY
The health and safety of every student at the College is of utmost importance. Daemen College recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence, including but not limited to domestic violence, dating violence, stalking, or sexual assault occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct. Daemen College strongly encourages students to report domestic violence, dating violence, stalking, or sexual assault to institution officials. A bystander acting in good faith or a reporting individual acting in good faith that discloses any incident of domestic violence, dating violence, stalking, or sexual assault to Institution's officials or law enforcement will not be subject to the Student Code of Conduct action for violations of alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking, or sexual assault.

CRIME STATISTICS

In accordance with the Clery Act, a copy of the Crime Statistics Report is available to all members of the campus community. A copy of the report may be reviewed on page 35 of this document. The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the Daemen College community obtained from the following sources: Daemen College Campus Safety, Housing and Residence Life, Collegiate Village and local police municipalities. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. All statistics are gathered, compiled, and reported to the Daemen College community via this report, entitled "Annual Security and Fire Safety Report" which is published by Daemen College. Daemen College submits the annual crime statistics published in this brochure to the Department of Education (ED). The statistical information gathered by the Department of Education is available to the public through the ED website. Daemen College sends an e-mail to every enrolled student and current employee on an annual basis. The e-mail includes a brief summary of the contents of this report. The e-mail also includes the address for the Daemen College website where the "Annual Security and Fire Safety Report" can be found online (www.daemen.edu/campussafety) and a physical copy may be obtained by making a request to the Daemen College Office of Student Affairs located in the Wick Center (716-839-8332).

Definitions of reportable crimes in the Campus Security Act

1. **Murder and Non-Negligent Manslaughter** is defined as the willful (non-negligent) killing of one human being by another.
2. **Negligent Manslaughter** is defined as the killing of another person through gross negligence.
3. **Sex Offenses—Rape** is defined as 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 both males and females.
4. **Sex Offenses—Fondling** the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
5. **Sex Offenses—Incest** is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
6. **Sex Offenses—Statutory Rape** is sexual intercourse with a person who is under the statutory age of consent.
7. **Domestic Violence** includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
8. **Dating Violence** means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.
9. **Stalking** means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.
10. **Robbery** is the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
11. **Aggravated Assault** is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
12. **Burglary** is the unlawful entry of a structure to commit a felony or a theft. The Federal Bureau of Investigation's Uniform Crime Reporting Handbook (UCR) classifies offenses locally known as Burglary (any degree); unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts at these offenses as Burglary.
13. **Motor Vehicle Theft** is the theft or attempted theft of a motor vehicle.
14. **Arson** is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house public building, motor vehicle or aircraft, personal property of another, etc.
15. **Arrest,** for Clery Act purposes, is defined as persons processed by arrest, citation or summons.
16. **Illegal Weapons Possession** is defined as the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Include in this classification: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.
17. **Drug Law Violations** is defined as the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics—manufactured narcotics which can cause true addiction (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).
18. **Liquor Law Violations** is defined as the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Include in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating

still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.

More detailed definitions and examples may be found at http://www2.ed.gov/admins/lead/safety/handbook.pdf

Daemen College Main Campus Crime Statistics

OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
MURDER / NON-NEGLIGENT MANSLAUGHTER	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
NEGLIGENT MANSLAUGHTER	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
SEX OFFENSES, RAPE	2017	0	2	0	0
	2018	0	1	1	0
	2019	3	2	0	0
SEX OFFENSES, FONDLING	2017	3	3	0	0
	2018	2	2	1	0
	2019	0	0	0	0
SEX OFFENSES, INCEST	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
SEX OFFENSES, STATUTORY RAPE	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
ROBBERY	2017	0	0	0	1
	2018	0	0	1	0
	2019	0	0	0	0
AGGRAVATED ASSAULT	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	3	1
BURGLARY	2017	0	0	0	0
	2018	1	0	1	0
	2019	0	0	2	0
MOTOR VEHICLE THEFT	2017	0	0	0	1
	2018	0	0	2	0
	2019	0	0	0	0
ARSON	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2017	0	0	1	0
	2018	0	0	0	0
	2019	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2017	0	0	0	0
	2018	0	0	0	0
	2019	1	1	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	3	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2017	31	29	7	1
	2018	36	29	1	0
	2019	35	30	4	0
ARRESTS: LIQUOR LAW VIOLATIONS	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2017	121	117	1	0
	2018	54	53	0	1
	2019	91	83	4	0
DATING VIOLENCE	2017	0	0	1	0
	2018	0	0	0	3
	2019	0	0	0	0
DOMESTIC VIOLENCE	2017	0	0	2	0
	2018	1	0	1	1
	2019	0	0	5	0
STALKING	2017	0	0	0	0
	2018	2	2	1	0
	2019	1	1	0	0
INTIMIDATION CHARACTERIZED BY RACIAL BIAS	2017	1	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0

Hate Crime Statistics **Daemen College Main Campus**

2017	Race				Gender				Religion				Sexual Orientation				Ethnicity				Disability			
	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	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	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	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	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crimes Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crime Statistics **Daemen College Main Campus**

2018	Race				Gender				Religion				Sexual Orientation				Ethnicity				Disability			
	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	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	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	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	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crimes Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crime Statistics

Daemen College Main Campus

2019	Race				Gender				Religion				Sexual Orientation				Ethnicity				Disability			
	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	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	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	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	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crimes Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

OC=On Campus; NC=Non-Campus; RF=Residential Facility; PP=Public Property

Daemen College Brooklyn Campus Crime Statistics

OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
MURDER / NON-NEGLIGENT MANSLAUGHTER	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
NEGLIGENT MANSLAUGHTER	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
SEX OFFENSES, RAPE	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
SEX OFFENSES, FONDLING	2017	0	0	0	0
	2018	0	0	0	0
	2019	1	0	0	0
SEX OFFENSES, INCEST	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
SEX OFFENSES, STATUTORY RAPE	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
ROBBERY	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
AGGRAVATED ASSAULT	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
BURGLARY	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
MOTOR VEHICLE THEFT	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
ARSON	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
DATING VIOLENCE	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0
DOMESTIC VIOLENCE	2017	0	0	0	0
	2018	0	0	0	0
	2019	0	0	0	0

Hate Crime Statistics **Daemen College Brooklyn Campus**

2017	Race				Gender				Religion				Sexual Orientation				Ethnicity				Disability			
	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	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	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	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	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crimes Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crime Statistics **Daemen College Brooklyn Campus**

2018	Race				Gender				Religion				Sexual Orientation				Ethnicity				Disability			
	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	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	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	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	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crimes Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crime Statistics

2019	Race				Gender				Religion				Sexual Orientation				Ethnicity				Disability			
	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP	OC	NC	RF	PP
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	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	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	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	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses, Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crimes Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

OC=On Campus; NC=Non-Campus; RF=Residential Facility; PP=Public Property

Biased Related Crimes/Hate Crimes
In compliance with the New York State Education Law, section 6436, Bias-related Crime Act of 2000, the following information is designed to outline to the Daemen College community the applicable laws on bias-related crimes, and the penalties for the commission of bias-related crimes, the procedures for reporting crimes, and the nature of and common circumstances relating to bias-related crimes.

Daemen College employs an online Bias Reporting Form (daemen.edu/student-life/diversity-and-multicultural-affairs/reporting-incident) designed to assist the College in promoting an environment that fosters civility and mutual respect for all. Members of the Daemen community may use the online form to report incidents of bias, misconduct, and harassment. One does not have to be a member of a specific gender, sex, class, or group in order to be a victim of bias, misconduct, or harassment. Additionally, reporters do not need to be victims of bias or misconduct themselves: this form can be used by bystanders to report incidents that they have witnessed or of which they have knowledge.

Any reports submitted will routed to the appropriate office, typically Student Affairs, which facilitates and adjudicates matters via the Student Code of Conduct, if it involves a student or the Associate Vice President for Academic Affairs and/or Human Resources, if it involves an employee. All bias reports will be reviewed promptly. For reports containing contact information, a designated staff member will contact the reporting person and will be available to meet and discuss resources, policies, procedures, and services, with a view to addressing the immediate issue as well as any additional implications for campus climate. Reports and related follow up will be handled as discreetly as possible.

Bias Reports may be submitted anonymously; however, doing so will affect the College's ability not only to investigate a report but also to provide a successful resolution or outcome.

Knowingly falsifying a report is a violation the Student Code of Conduct as well as Employee Policies and may result in disciplinary action.

Members of the campus community may also avail themselves of the Grievance Procedure in Cases of Discrimination and Harassment, which affords a more formal process of investigation and determination of outcome. Filing of a Bias Report does not preclude subsequent use of the Grievance Procedure if the issue remains unresolved. At the discretion of the Grievance Officer, the Bias Report process may be considered to fulfill Step 1 of the Grievance Procedure, which calls for an initial attempt to resolve a complaint informally.

Applicable Laws, Ordinances and Regulations on Bias-Related Crime: New York State Penal Law, Article 485 Hate Crimes; 485.00 Legislative findings:

"the legislature finds and determines as follows: criminal acts involving violence, intimidation and destruction of property based upon bias and prejudice have become more prevalent in New York State in recent years. The intolerable truth is that in these crimes, commonly and justly referred to as hate crimes, victims are intentionally selected, in whole or in part because of their race, color, national origin, ancestry, gender, religion, religious practice, age, disability or sexual orientation. ...our laws must be strengthened to provide clear recognition of the gravity of hate crimes and the compelling importance of preventing their recurrence."

New York State Penal Law; 485.05, Hate Crimes:
A person commits a hate crime when he or she commits a specified offense and either intentionally selects the person against whom the offense is committed, or intentionally commits the act or acts constituting the offense in whole, or in substantial part because of a belief or perception regarding the race, color, national origin, ancestry, gender, religion, religious practice, age, disability or sexual orientation of a person, regardless of whether the belief or perception is correct. A specified offense is an offense defined by any of the following provisions of the New York State Penal Law:

- Assault in the third, second or first degree;
- Aggravated assault upon a person less than eleven years old;
- Menacing in the first, second or third degree;
- Reckless endangerment in the second or first degree;
- Manslaughter in the second or first degree;
- Murder in the second degree; stalking in the fourth, third, second or first degree;
- Rape in the first degree;
- Criminal sexual act in the first degree;
- Sexual abuse in the first degree;
- Aggravated sexual abuse in the second or first degree;
- Unlawful imprisonment in the second or first degree;

- Kidnapping in the second or first degree;
- Coercion in the second or first degree;
- Criminal trespass in the third, second or first degree;
- Burglary in the third, second or first degree;
- Criminal mischief in the fourth, third, second or first degree;
- Arson in the fourth, third, second or first degree;
- Petit larceny;
- Grand larceny in the fourth, third, second or first degree;
- Robbery in the third, second or first degree;
- Harassment in the first degree;
- Aggravated harassment in the second degree;
- or any attempt or conspiracy to commit any of the foregoing offenses.

Penalties for commission of bias-related crimes; New York State Penal Law 485.10 sentencing:

1. When a person is convicted of a hate crime pursuant to this article, and the specified offense is a violent felony offense, as defined in section 70.02 of the NYPL, the hate crime shall be deemed a violent felony offense.
2. When a person is convicted of a hate crime pursuant to this article and the specified offense is a misdemeanor or a class C, D or E felony, the hate crime shall be deemed to be one category higher than the specified offense the defendant committed, or one category higher than the offense level applicable to the defendant's conviction for an attempt or conspiracy to commit a specified offense, whichever is applicable.
3. Notwithstanding any other provision of law, when a person is convicted of a hate crime pursuant to this article and the specified offense is a class B felony:
    a. the maximum term of the indeterminate sentence must be at least six years if the defendant is sentenced pursuant to section 70.00 of the NYPL.
    b. the term of the determinate sentence must be at least eight years if the defendant is sentenced pursuant to section 70.02 of the NYPL.
    c. the term of the determinate sentence must be at least twelve years if the defendant is sentenced pursuant to section 70.04 of the NYPL.
    d. the max term of the indeterminate sentence or term of the determinate sentence must be at least ten years if the defendant is sentenced pursuant to section 70.06 of the NYPL.
4. Notwithstanding any other provision of law, when a person is convicted of a hate crime pursuant to this article and the specified offense is a class A-1 felony, the minimum period of the indeterminate sentence shall not be less than twenty years.

Students who commit a bias-related crime will also be subject to disciplinary action by the College.

Title IX Statement: Nondiscrimination and Equal Opportunity Policy
Daemen College is committed to compliance with its obligations under Title IX of the Educational Amendments of 1972, Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Executive Orders, the New York State Human Rights Law, and other applicable anti-discrimination laws.

It is the policy of Daemen College to provide all students and applicants an equal access to all programs and facilities without regard to sex, sexual orientation, gender, race, color, creed, religion, veteran or military status, national origin, age, disability, familial status, marital status, domestic violence victim status, status as an ex-offender, arrest record, predisposing genetic characteristics or genetic information, or any other characteristic protected by federal or New York State law. To the extent required by law, the College will also take affirmative action to ensure that qualified women, minorities, veterans, and persons with disabilities are provided full employment opportunities. Every person in the Daemen College community is required to be familiar with and act in accordance with this policy. This includes administrators, faculty, staff, students, contractors, and vendors. All violations of this policy will be addressed and, where appropriate, discipline will be administered. Any person or entity found in willful violation of this nondiscrimination policy shall be subject to termination, expulsion, or contract termination as appropriate. The College President has assigned day-to-day responsibilities for the implementation and administration of this policy to the Associate Vice President for Academic Affairs, Dr. Kathy Boone, who shall be the College's Equal Opportunity and Affirmative Action Officer. Any questions concerning this policy and any complaints of discrimination should be communicated to the Associate Vice President, Duns Scotus Hall, Room 102, 716-839-8301 (campus extension 8301).

A student also has the right to file a complaint of discrimination with the Office for Civil Rights (OCR) of the U.S. Department of Education. Complaints are to be filed within 180 calendar days of the alleged act of discrimination and may be made to the New York regional office of OCR:

New York Office
Office for Civil Rights
U.S. Department of Education
32 Old Slip, 26th Floor
New York, NY 10005-2500
Telephone: 646-428-3900
FAX: 646-428-3843; TDD: 877-521-2172
Email: OCR.NewYork@ed.gov

ANNUAL FIRE SAFETY PROCEDURES AND REPORT

Daemen College's Brooklyn Campus does not offer resident housing, and therefore does not list a fire safety report. The following information, therefore, pertains to the property located on the main campus at 4380 Main St, Amherst, NY 14221. Due to proximity to campus, the one building leased by Daemen College for student housing (40) follows the procedures outlined for all Main Street Campus.

If a fire occurs in a Daemen College building or on the grounds, Campus Safety should be notified immediately at:

- Main Street Campus, Campus Safety 716-839-SAFE (7233)
- Collegiate Village Security 716-831-6000

Campus Safety will initiate a response and contact the local fire department. If a person finds evidence of a fire that has been extinguished, and the person is not sure whether Campus Safety has already been notified and/or responded, the person should immediately notify Campus Safety to investigate and document the incident. For example, if a housekeeper finds evidence of a fire in a trashcan in the hallway of a residence hall, he/she should not touch the trash can and should report the incident to Campus Safety immediately and wait for an officer's response. The officer will document the incident prior to removing the trash can.

Fire alarms, by their nature, alert people to potential hazards and people on the Daemen College properties or within any buildings are required to heed the warning and evacuate buildings immediately upon hearing a fire alarm in a facility. Use the nearest stairwell and/or exit to leave the building immediately. Do not use the elevator. Community members should familiarize themselves with the exits in each building. The Fire Marshall can levy fines and penalties to individuals who fail to evacuate a building promptly—but a more important reason for evacuating is for safety reasons!

When a fire alarm is activated, the elevators in most buildings will stop automatically. Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button. The emergency phones in elevators on campus typically ring to Daemen College Campus Safety Base. After any smoke or fire alarm, a report is generated documenting the location, any persons involved and cause (if one can be determined).

Daemen College publishes this fire safety report as part of its annual Clery Act Compliance document which contains information with respect to the fire safety practices and standards. This report includes statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire. A physical copy of the Annual Security and Fire Safety Report may be obtained by making a request to the Daemen College Office of Student Affairs located in the Wick Center (716-839-8332).

Fire Protection Equipment/Systems

All Daemen College Main campus buildings are equipped with automatic fire detection and alarm systems that are constantly monitored by staff within the Campus Safety Office.

All academic and administrative buildings have smoke and heat detectors. The Business Building, Rosary Hall, Research and Information Commons, and the Visual and Performing Arts Center, as well at the Cyber Café in Wick Center are equipped with sprinkler systems. Campus Village and Collegiate Village residence halls are equipped with smoke detectors, CO2 detectors and water sprinkler systems. Canavan Hall is equipped with sprinklers, smoke detectors and CO2 detectors.

Each calendar year, in accordance with NYS law, at least three (3) fire evacuation drills are conducted within our academic and administrative buildings. Additionally, four (4) fire evacuation drills are conducted within our on-campus residence halls (Canavan Hall and Campus Village). Drills are conducted on the 2nd Friday after classes begin during the fall and spring semesters and two (2) during the summer sessions. At Collegiate Village students are provided with resident handbooks containing fire safety information.

In the event that any Daemen residential housing unit needs to be evacuated, Campus Safety and the Residence Assistants/Community Assistants will coordinate that effort. RAs/CAs will gather the exiting students at the appointed meeting place and Campus Safety will sweep the building to ensure that all students have exited and all rooms are empty. Throughout the campus educational buildings signs are posted notifying people as to which exit to use based on the location of the sign that a person is currently reading.

For on-campus residence halls (Canavan Hall and Campus Village), RAs are trained in fire safety and evacuation procedures during RA training. RAs address fire evacuation procedures and meeting places twice a year at opening floor meetings each semester and during the summer session. RAs are required to be in attendance at the drills to instruct residents on proper evacuation. At our off-campus housing at Collegiate Village, CAs, Campus Safety and Maintenance staff

are trained in fire safety and evacuation procedures. At the Homewood Suites the staff goes through emergency procedures upon hire and refresher trainings every six months.

Procedures for Students and Employees in the Event of a Fire
In the event of a small or easily contained fire contact:

- Main Street Campus, Campus Safety 716-839-SAFE (7233)
- Collegiate Village Security 716-831-6000

Campus Safety will respond by investigating the fire and contacting the local Fire Department for assistance.
In the event of a major/large fire, Community members are instructed to find the nearest pull station, activate it, exit by nearest safe stairway and/or emergency exit. People should not use the elevators and exit in an orderly fashion. Additionally, community members are reminded of the following:

- Keep low to the floor to avoid smoke inhalation.
- Try to exit the room. Feel the doorknob. If it is hot, do not open the door.
- If the doorknob is not hot, brace yourself against the door and crack it open. If there is heat or heavy smoke, close the door and stay in your room.
- Don't panic.
- Seal up the cracks under the door with sheets, or towels. If there is smoke in the room, crack the windows at the bottom and at the top if possible to allow for ventilation.
- Hang a sheet or towel from the window to announce that you are in your room and call:
  - Main Street Campus, Campus Safety 716-839-SAFE (7233)
  - Collegiate Village Security 716-831-6000
- *Be sure to give your room/suite number and your location.*
- If you can exit the room, put on shoes (and if necessary a coat). If smoke is evident, get a wet towel to cover your face.
- Close all doors.
- If in exiting the building you are blocked by fire, go to the safest fire free area, or stairwell. If a phone is available call Campus Safety, or find a window and signal that you are still in the building.

Areas of refuge in case of building evacuation: (for persons unable to self-evacuate)

Main Campus:

AWC: End stairwells.
Business Building: End stairwells.
Canavan Hall: End stairwells, all floors.
Campus Village Apartments: End stairwells, all buildings.
Curtis Hall: Exits to 2nd floor roof area and Alternative- stairwells.
Duns Scotus Hall: End stairwells, all floors.
Research and Information Commons: Back stairwell (corner adjacent to Athletic Facility and Main Street), all floors. Alternative – stairwell by elevator, all floors.
Reynolds Center: Second floor outdoor patio. Alternative – back stairwell
Rosary Hall: Entry to outdoor stairs (east side of building), stairwells.
Schenck Hall: End stairwells.
Visual and Performing Arts Center: End stairwell (by the driveway), all floors. Alternative – main stairwell.
Wick Center: Hallway and stairs to the left of entrance to Social Room on 2nd floor (east side of building). Alternative – stairwell in hallway by elevator – west side of building).

Collegiate Village:

End stairwells or go to the nearest window and hang a sheet or towel from the window to announce your location.

Plans for Future Improvements in Fire Safety
Daemen College continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards. Future improvements will be made as needed as part of the ongoing assessment process.

Residence Halls
The following is a brief list of prohibited items and are considered a violation Daemen College's Residence Hall Agreement. A complete list can be found in the Residential Living Section of the Student Handbook at www.daemen.edu/studenthandbook.

- Flaming articles, including candles and incense (even if not lit)
- Smoking paraphernalia including, but not limited to, hookahs, bongs, pipes and other smoking devices.
- Toasters, toaster ovens, portable grills, or any open coil devices in non-kitchen areas
- Any explosives or flammable substances

The above list is not all-inclusive and other items may be prohibited at the discretion of the Director of Housing and Residence Life, or the Director of Maintenance, if in their opinion an item may pose a fire or safety hazard.

Fire Safety Tips
Buildings are equipped with a variety of features that are designed to detect, stop and/or suppress the spread of a fire. A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls, are designed to stand up to fire longer than those of an individual room. It is important that these doors are CLOSED for them to work. Additionally, if a door has a device that automatically closes the door, it should NOT be propped open.

Sprinklers are 98% effective in preventing the spread of fire when operating properly. It is a violation of the law and Daemen College policy to obstruct the sprinkler heads with materials like clothing hanging from the piping.

Fire Statistics **Daemen College**

Statistics and Related Information Regarding Fires in Residential Facilities							
Residential Facilities	Year	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value (in dollars) of Property Damage Caused by Fire
Canavan Hall 4380 Main Street	2017	0	0		0	0	0
	2018	0	0		0	0	0
	2019	0	0		0	0	0
Campus Apartments 4380 Main Street	2017	0	0		0	0	0
	2018	0	0		0	0	0
	2019	0	0		0	0	0
Snyder Park (formerly Campus Manor Apts) 95 Campus Drive	2017	0	0		0	0	0
	2018	0	0		0	0	0
	2019	0	0		0	0	0

Any questions about the Annual Security & Fire Safety Report can be sent to the Office of the Vice President for Student Affairs at (716) 839-8519 or Campus Safety at (716) 839-SAFE (7233)