

**Fairleigh Dickinson University
College at Florham
Department of Public Safety**

**Jeanne Clery Disclosure of Campus Security Policies &
Campus Crime Statistics Act and Fire Safety Standards
& Measures Report**

Annual Report 2009

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is a federal law that requires colleges and universities to disclose information about campus crime and security policies.

The Clery Act was signed into law in 1990 as the Crime Awareness and Campus Security Act of 1990. This act was spearheaded by Howard and Connie Clery after their daughter was murdered at Lehigh University in 1986. Amendments to the act in 1998 renamed it in memory of Jeanne Clery.

The Clery Act requires colleges and universities to:

- publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements
- disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non campus facilities. The statistics must be gathered from campus police or Public Safety, local law enforcement, and other University officials who have significant responsibility for student and campus activities.
- Provide “timely warning” notices of crimes that have occurred and pose an ongoing threat to members of the campus community.
- Disclose in a public crime log any crime that has occurred on campus or within the patrol jurisdiction of the campus Public Safety department and is reported to campus police or Public Safety department.

Fairleigh Dickinson University College at Florham Campus Department of Public Safety is responsible to prepare and distribute the report for the campus. This report is also available on the Fairleigh Dickinson University website at www.fdu.edu. Members of the College at Florham campus community are sent a notice that describes the report and the web address. For a paper copy of the report, contact the Department of Public Safety at 973 443-8929 or email wthornton@fdu.edu.

Department of Public Safety

The safety and security of the campus and campus community members are the responsibilities of the Department of Public Safety. The department, under the direction of a campus director consists of 33 full time staff members. Public Safety personnel patrol the campus 24 hours a day, 365 days a year. The officers patrol the campus on foot, motor vehicles and bicycles. The officers also man the dispatch area and they answer all calls for assistance as well as emergencies.

The Department of Public Safety members are non sworn university employees who do not have police or arrest powers. These officers enforce university policies. In addition officers attend advanced training courses either on campus or at local police academies. All officers are trained in basic first aid, CPR and AED.

Fairleigh Dickinson University College at Florham Campus Department of Public Safety has excellent working relationships with both Florham Park and Madison Police and Fire departments as well as county and state agencies. Information is shared between the departments in an effort to maintain a safe campus environment. Local police officers are contracted to work at various University events throughout the year. All serious matters are promptly reported to the local police. At the request of any victim, the Department of Public Safety will provide assistance by contacting the local police. In all cases, a report will also be maintained at the Department of Public Safety office.

Reporting of Crimes or other Emergencies

The policies of Fairleigh Dickinson University College at Florham campus, which are enforced by the Department of Public Safety, are made known to students, faculty and staff either through the Employee Handbook or the Student Handbook.

To report any crime, emergency or campus violation, call the Department of Public Safety at 973 443-8888 or 66 if using an internal campus telephone or come to the Department of Public Safety at the Barn. Whenever making a report, please provide a full account of the type of incident, who was involved, what type of incident it was, where it took place, when it took place and why it may have occurred. Also try to provide witnesses or descriptions. In any instance where you witness any serious crime, emergency or other safety or life threatening situation, please call 911. Do not call 911 unless an immediate and true emergency exists.

A. Timely Warnings

Anytime that a serious situation arises either on campus or in the immediate area of the campus that in the judgment of the Director of Public Safety in consultation with the Campus Provost, poses an ongoing or continuing threat to the campus community, a campus “Timely Warning” will be issued. This warning will be issued through the FDU Alert system, voice mail or telephone notification, e mail, posted on the University website, posted notices, public address announcements, and direct contact with individuals.

B. Confidential Reporting

Any member of the campus community may report violations of the law or other matters of concern to the Department of Public Safety. All reports received will be investigated.

C. Annual Report

The Director of Public Safety is responsible to obtain, review and report all the needed aspects of the annual report. Crime statistics from the required geographical areas to Fairleigh Dickinson University College at Florham Campus from local law enforcement jurisdictions are requested as required.

D. To whom Crimes should be Reported

The Clery Act requires that persons designated as “Campus Security Authorities” notify the institution about crimes they have learned about from persons believed to be acting in good faith. At the College at Florham Campus of Fairleigh Dickinson University, “Campus Security Authorities” must report these crimes to the Director of Public Safety. “Campus Security Authorities” include (Public Safety Personnel) staff members who have “significant responsibility for student and campus activities, including but not limited to student housing, student discipline, and campus judicial proceedings”. These persons are listed as follows:

Admissions Office Professional Staff
Advisement Office Professional Staff
Dean of Students Staff
EOF Office Professional Staff
Enrollment Services Professional Staff
Financial Aid Office Professional Staff
Human Resources Professional Staff
International Student Services Professional Staff
Residence Life Staff including Resident Assistants
Student Life Staff including advisors

Professional Counselors and Pastoral Counselors

Campus Professional Counselors and Campus Pastoral Counselors, when acting as such, are not considered to be “Campus Security Authorities” and are not required to report crimes to be included in the annual report of crime statistics. As part of the Fairleigh Dickinson University policy, these persons are encouraged to inform persons being counseled of all the procedures in place to report crimes on a voluntary basis to be included in the annual report of crime statistics. Fairleigh Dickinson University also encourages Professional Counselors and Pastoral Counselors to report all crimes which they become aware of. This can be done with out identifying any of the individuals involved if they want to remain anonymous but it makes other members of the campus community aware of the crime.

The Clery Act defines counselors as follows:

Professional Counselor: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning in the scope of his/her license or certification. At Fairleigh Dickinson University College at Florham Campus, this means all counselors employed in Student Counseling as well as any consulting psychiatrist.

Pastoral Counselor: An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor. At Fairleigh Dickinson University this means all clergy or others appropriately recognized as fitting that definition who are associated with Campus Ministry.

Monitoring and recording criminal activity at off campus locations

The Department of Public Safety through the close working relationships with local law enforcement also deals with crimes and other serious incidents that occur off campus that may involve a College at Florham campus student. The Department of Public Safety will promptly act on any information that is received from an outside agency concerning members of the Fairleigh Dickinson University community and will conduct an investigation on information received. Findings of that investigation concerning student misconduct will be forwarded to the appropriate campus office, Dean of Students, for any disciplinary action. This includes any students engaged at off campus locations of student organizations officially recognized by Fairleigh Dickinson University, as well as any student organizations with off campus housing facilities.

Campus Daily Crime Log

The Clery Act requires that the campus maintain a daily Crime log covering the most recent 60 day period. The College at Florham Campus daily Crime log is located in the Department of Public Safety and is available for viewing 24 hours a day, 365 days a year. The log contains information about the nature of the reported crime, the date and time reported the general location and the disposition of the incident. All crimes not just Clery Act reportable crimes are entered into the log. Log entries must be made within two business days of the report being made to the Department of Public Safety. There are two exceptions when entries are excluded from the log, the first when the disclosure is prohibited by law and the second if the disclosure would jeopardize the confidentiality of the victim. There are also four cases where information may be temporarily withheld from the log. This withholding can only take place when there is clear and convincing evidence that the release of the information would (1) jeopardize an ongoing investigation: or (2) jeopardize the safety of an individual: or (3) cause a suspect to flee or evade detection: or (4) result in the destruction of evidence. Any requests for information past the current 60 day period will be provided within two business days.

Access to Buildings and Facilities

Campus academic buildings are generally open from 7AM-11PM, Monday through Friday. Office buildings are generally open from 9AM-5PM, Monday through Friday. Residence Halls are locked 24 hours a day and only open to students registered to live in the building and any guest they have registered. Access to any building after hours and on weekends is limited unless there are classes or other authorized function being held. Public Safety does checks of all buildings and University identification must be provided upon request and authorization to enter any building must be documented and on file. The only exception will be any event that is open to the public.

Crime Prevention Education and Awareness

The Department of Public Safety at the College at Florham Campus of Fairleigh Dickinson University is responsible for the safety and security of all persons and property that come to the campus. Public Safety has the responsibility of protecting life and property, preventing and detecting crime on campus as well as providing essential safety and services to the campus community. Crime prevention is a high priority of the department as well as the University. All members of the campus community have to assist themselves from becoming a victim of crime by following basic crime prevention practices.

- Walk and park in well lighted areas
- Always lock your room or office
- Do not prop any doors open
- Never leave valuables unattended
- Do not take unnecessary chances
- Report suspicious persons, vehicles or behavior

In an on going effort to prevent crime on the campus, the Department of Public Safety offers several programs and services:

- Operation Identification
- Night Time Safety Escort Service
- Distribution of brochures and pamphlets on crime prevention information
- Emergency Telephones
- Rave Guardian Alert
- Department web page with tips and information
- Building Security Surveys
- Surveillance Cameras
- Lighting and grounds safety surveys
- Guard Tour System
- Fire Equipment Checks

In addition, the Department of Public Safety provides crime prevention presentations and training to members of the campus community;

- Driver Training – Done throughout the year
- Orientation Sessions – Done at all new student orientation sessions
- Resident Assistant Training – Annual
- Hall Security Assistant Training – Annual
- Fire Drills – Twice Yearly
- Wellness Fair – Annual
- Safe Spring Break – Annual
- Alcohol Awareness Week – Annual
- Posting of crime prevention tips and notices – Monthly
- International Student Fair – Twice Yearly
- Freshman Seminar – On Request
- Resident Assistant Program Speakers – On Request

Alcohol and Drug Policy

Many students already have used alcohol by the time they arrive on campus. Some students have only limited experience with the effects of alcohol. Many already have had problems related to alcohol use. A third group of students have not used alcohol at all. For each of these groups of students, it is important to establish and follow personal guidelines for choices about alcohol use and nonuse.

As you think about your choices, it is helpful to remember that there are benefits to using alcohol safely and wisely and benefits from abstaining from alcohol use. For many people, alcohol is a complement to social events, good food and conversation with friends or family. For others, alcohol may be part of family tradition or ritual. Some people simply like the taste of wine with a meal or a cold beer on a hot summer

afternoon. Abstaining from alcohol also has benefits. Alcohol-free lifestyles allow people of all ages to be free to grow in their ability to manage stress and develop life skills without the interference of alcohol. People who abstain have no risk of developing alcoholism. For those with a family history of alcoholism, a choice to remain abstinent will help break the cycle of addiction. Lastly, abstinence from alcohol is a lifesaving choice for people recovering from chemical dependency. Choosing to use or not to use alcohol is a personal choice for which each student is responsible. At any age, we are responsible for the consequences of our decisions. For example, nationwide a high percentage of date or acquaintance rapes on campus are alcohol-related.

Alcohol use affects judgment and can result in vandalism and aggressive or even violent behavior. Sexually transmitted diseases and unplanned pregnancies occur more often when judgment is impaired by alcohol. Driving after drinking can result in legal hassles and crashes causing serious injury or death. For students, excessive alcohol use is a major factor in academic problems. Many times people who have been drinking too much say and do things that can hurt people they care about or love. College is a time for building relationships and alcohol can make that difficult.

Guidelines

Safe and wise choices about using or abstaining from alcohol will enhance health and reduce the risk of experiencing the wide range of alcohol-related problems that some college students have experienced.

Here are a few guidelines to help you think about your choices:

1. The use of alcohol is a personal choice.

No one should feel pressured to drink or be made to feel uneasy or embarrassed because of a personal choice. However, peer pressure and internal pressure to fit in and successfully integrate into the college scene can exist. Many people will choose to use alcohol safely, moderately and appropriately. Others will simply have no desire to experience the effects of alcohol. A small percentage of students may use alcohol unsafely or appear to use it excessively. Everyone has the right to decide how they want to use, or not use, alcohol. If a student feels he/she is struggling with this decision or the pressure of self/others, he/she can always speak to his/her resident assistant or a counselor at Student Counseling and Psychological Services (SCAPS).

2. Alcohol use is not essential for enjoying social events.

The real value of parties and other social activities is meeting new people, being with friends and taking time out from the pressures of school and work. Drinking alcohol should not be seen as a necessary component for having fun and being with friends. If alcohol is used, it can be an enjoyable complement to other activities, not the only reason for socializing. Actually, focusing on alcohol use as the main reason for a party can result in intoxicated people who get sick, cannot carry on a conversation and generally aren't much fun to be with after a while.

3. Know when to abstain from alcohol.

- When under the legal drinking age
- When pregnant or breastfeeding
- When operating equipment: cars, motorcycles, boats, firearms, machinery, etc.

- When studying or working
- When performing in fine arts or competing in athletics
- When taking certain medications

Each of these situations presents specific risks and are times when alcohol use should be avoided. As caring friends, we can help each other choose not to use during these times.

4. Drinking that leads to impairment or intoxication is unhealthy and risky.

Getting drunk is not a condition to be admired, laughed at or taken lightly. Rude, destructive or just plain foolish behavior triggered by alcohol use is socially unacceptable. It also may indicate an alcohol-use problem. Drinking games often result in drunkenness and can present serious risks for those involved. Alcohol poisoning is a potentially fatal condition that is the result of drinking too much, too fast. Warning signs of alcohol poisoning are vomiting, slow or irregular breathing (less than 8–12 breaths per minute or more than 10 seconds between breaths); cold, clammy skin, bluish-skin color or paleness; mental confusion, stupor, coma or unable to rouse a person; no response to pinching the skin; and/or seizures. A person seeing or knowing anyone with these signs must get help immediately.

5. Know personal limits of moderation.

Everyone who chooses to drink alcohol should know his or her personal limit of moderation. It is important that each person set the limit before having any alcohol. It is also important to know a few facts about alcohol and its effects before establishing personal limits.

- Drinking on an empty stomach can have a greater effect on judgment and behavior than expected.
- Alcohol's effects can be greater than expected when a person is feeling tired, stressed out, angry, lonely or other strong emotions.
- Because of differences in body composition and chemistry, females are affected more than males of equal weight after drinking the same amount of alcohol.
- The effects of alcohol vary with body weight and the strength and number of drinks.

6. There are ways to minimize health and safety risks when serving alcohol.

Examples include:

- Emphasize other activities besides drinking.
- Offer a variety of attractive nonalcoholic drinks that are easily available.
- Provide a variety of foods.
- Be sure to have designated drivers who abstain from alcohol.
- Inform guests whether beverages such as punch contain alcohol.
- Stay alert and assume responsibility for helping a guest who may have had too much to drink.
- Create an environment that allows guests to feel comfortable making a personal choice about alcohol use or nonuse.
- Avoid drinking games that can quickly lead to intoxication.

7. Avoid situations where someone else's alcohol or other drug use may put you at risk.

- Make an alcohol-intake plan for the day/evening ahead of time and stick to it. Think about the goal ahead of time and how to achieve it.
- Make a plan for getting to and from an event.
- Eat before drinking, and eat while drinking.

- Space and pace the drinks.
- Drink water between drinks.
- Avoid drinking games.

What to Do on the College at Florham Campus

- If you have questions about developing your own personal guidelines;
- If you are concerned about someone else's use/abuse of alcohol; or
- If your life already has been affected by alcohol-related problems:

Student Counseling and Student Health Services, serves as a campus resource to assist you with questions about psychoactive substance use and abuse. You can drop in or schedule an appointment. (An appointment is recommended as you can talk privately without interruption.) All conversations are strictly confidential and focus on offering information, sharing feelings and making you feel comfortable in exploring your choices and personal guidelines. Counseling and treatment for alcohol and drug abuse is available through the Student Counseling and Student Health Services and off-campus sources.

Alcohol Violations

I.2C:33-15 Possession or Consumption of Alcoholic Beverage by Person Under Legal Age

- Knowingly possesses without legal authority or knowingly consumes an alcoholic beverage in any school, public or private conveyance, public place, public assembly or motor vehicle.

—Disorderly Persons Offense (not less than \$500.00 fine)*

—In addition to the sentence authorized from the offense, the court shall suspend or postpone for six months the driving privileges of the defendant.*

II.2C:33-16 Possession of Alcoholic Beverage on School Property

- Any person of legal age to purchase alcoholic beverages, who knowingly and without express written permission of the school board, its delegated authority or any school principal, brings any alcoholic beverage on any property used for school purposes, which is owned by any school or school board.

—Disorderly Persons Offense

III.2C:33-17 Offering Alcoholic Beverages to Underage Person

- Purposely or knowingly offers or serves or makes available an alcoholic beverage to a person under the legal age for consuming alcoholic beverages or entices that person to drink an alcoholic beverage.

—Disorderly Persons Offense

General Requirements of the Drug-free Schools and Communities Act: Amendments of 1989

The Drug-free Schools and Communities Act Amendments of 1989 (the Act) requires an institution of higher education, as a condition of receiving funds or any other form of financial assistance under any federal program, to certify that it has adopted and implemented a program to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by students (and employees). The following describes the Act's provisions as applied to students.

As part of its drug prevention program for students and employees, Fairleigh Dickinson University annually distributes in writing to each student (and employee) the following information:

- standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by regularly matriculated students (and employees) on its property as a part of any of its activities;
- a description of applicable local, state and federal legal sanctions pertaining to the unlawful possession, use or distribution of illicit drugs and alcohol;
- a description of health risks associated with the use of illicit drugs and the abuse of alcohol;
- a description of available drug and alcohol counseling, treatment, rehabilitation and re-entry programs; and
- a clear statement of the disciplinary sanctions that the University will impose on students (and employees) who violate the standards of conduct.

The University will conduct a biennial review of its drug prevention program to determine its effectiveness, implement needed changes and ensure that disciplinary sanctions are consistently enforced.

State and Federal Legal Sanctions Concerning Drugs and Alcohol

Federal law penalizes the manufacture, distribution, possession with intent to manufacture or distribute and simple possession of drugs (“controlled substances”) [Controlled Substances Act 21 U.S.C. Sections 841, 843 [b], 844, 845, 846 (1988)]. The following is a list of the punishments prescribed for each crime/offense:

Crime/Offense	Jail Time	Fine (\$)
1st Degree Crime	10–20 years max	\$100,000
2nd Degree Crime	10 years max	\$100,000
3rd Degree Crime	5 years max	\$7,500
4th Degree Crime	up to 18 months max	\$7,500
Disorderly Persons (offense)	up to 6 months max	\$1,000
Petty Disorderly (offense)	up to 30 days max	\$500

Controlled Dangerous Substances

Controlled dangerous substances (CDS) are classified into five different schedules (I–V):

New Jersey Laws: Criminal Statutes

I.2C:35-3 Leader of a Narcotic Trafficking Network

- Conspires with others as an: organizer (or) financier, supervisor (or) manager
 - To manufacture or distribute: Methamphetamine, Lysergic Acid Diethylamide (LSD), and Phencyclidine
 - Any CDS in Schedule I or II
- First Degree Crime (Life Term)*

II.2C:35-4 Maintaining or Operating a CDS Production Facility

- Knowingly maintains or operates a premise used to manufacture: Methamphetamine, Lysergic Acid Diethylamide
 - Any CDS in Schedule I or II
- First Degree Crime*

III.2C:35-5 Manufacturing, Distributing or Unlawfully Dispensing Controlled Dangerous Substances

- Knowingly or purposely: manufactures, distributes or dispenses (or possesses with intent to dispense) a

CDS (or analog); or creates, distributes or possesses (or possesses with intent to distribute) any counterfeit CDS. Possession with intent to distribute.

—*Degree of crime dependent on drug and amount involved*

IV.2C:35-5.1 Distribution, Manufacture or Possession with Intent to Distribute Anabolic Steroids

—*Third Degree Crime*

V.2C:35-6 Employing a Juvenile in a Drug Distribution Scheme

- Any person 18 years of age who knowingly uses, solicits, directs, hires or employs

—*Second Degree Crime*

VI.2C:35-7 Distribution or Possession with Intent to Distribute a CDS Within 1,000 Feet of School Property or School Bus

Property or School Bus

- Violates 2C:35-5 within 1,000 feet of school property or school bus

—*Third Degree Crime — three-year minimum*

—*Marijuana less than one ounce — one-year minimum*

VII.2C:35-8 Distribution to Person under 18 or Pregnant Female

—Twice term of imprisonment

—Twice the fines

—Twice the term of parole ineligibility

VIII.2C:35-9 Strict Liability for Drug-induced Deaths

- Any person who manufactures, distributes or dispenses Methamphetamine, Lysergic Acid Diethylamide,

Phencyclidine, or any other Schedule I or II, or controlled analog thereof is strictly liable for a death that results from injection, inhalation or ingestion of that substance.

—*First Degree Crime*

IX.2C:35-10 Possession, Use or Being under the Influence

—Violation of this section by a person while on any property used for school purposes, or within 1,000 feet of any school property, school bus or on any school bus, who is not sentenced to a term of imprisonment, shall be required to serve not less than 100 hours of community service.

—Degree of crime dependent on drug and amount involved.

X.2C:35-11 Imitation CDS

- Distribution, possession, manufacturing, etc.

—Third Degree Crime

New Jersey Laws: Drug Paraphernalia

XI.2C:36-1 Drug Paraphernalia Defined:

- All equipment, material and products of any kind, used or intended for use in planting, growing or harvesting, manufacturing, compounding, testing, preparing or introducing a CDS into the human body.

• Drug paraphernalia includes kits, scales, balances, dilutants, adulterants, sifters, blenders, grinders, spoons, capsules, balloons, envelopes, water paper, roach clips, ceramic pipes and chillers.

XII.2C:36-2 Use or Possession of Drug Paraphernalia with Intent to Use —Disorderly Persons Offense

University Policy and Procedures on Alcohol and Other Drugs

The use, possession or distribution of alcohol or alcohol containers is not permissible on University grounds except at authorized University functions and areas. Only those students aged 21 and older would be permitted to consume alcohol at any such functions or areas.

It is illegal for students under 21 years of age to possess or consume alcoholic beverages on campus.. Any student found responsible for violating Article X, Item K of the Code of Student Rights, Responsibilities and Conduct or Section 1, Item 20 of the Residence Hall Community Code is subject to the judicial procedures from the residence halls or the University. Article X, Item K of the Code of Student Rights, Responsibilities and Conduct reads,

- “1. Underage purchase, possession, consumption or distribution of alcohol;
2. the providing of alcohol to underage individuals and/or the enabling or encouraging of underage individuals to purchase, possess, consume or distribute alcohol;
3. violation of the alcoholic beverages policy;
4. and/or public intoxication” will be subject to disciplinary actions.

The use, possession or distribution of illegal drugs and drug paraphernalia is not permissible on University grounds, including the residence halls. Use and possession of drugs in any vehicle on campus is likewise prohibited.

It is unlawful for any person, knowingly or purposely, to obtain or possess, actually or constructively, an anabolic steroid, unless the substance was obtained directly or pursuant to a valid prescription. Any person who violates this section is guilty of a crime of the fourth degree and subject to charges of violation of the Code of Student Rights, Responsibilities and Conduct.

Parents and/or guardians may be contacted when a student violates University alcohol and/or drug policy.

University Policy Statement for Illegal Drugs

Illegal drugs are not permitted on University property, including in the residence halls or in any vehicle on campus. Any student found responsible for violating Article X, Item E of the Code of Student Rights, Responsibilities and Conduct is subject to suspension from the residence halls or the University. Section E of the Code of Student Rights, Responsibilities and Conduct prohibits, “Enabling of or actual illegal use, possession, illegal distribution, transfer or sale of narcotics, hallucinogenic agents, other controlled or dangerous substances and drug paraphernalia on or off campus.” Students found in violation of the aforementioned policy will also be subject to criminal prosecution.

Sexual Assault

Reporting a Sex Offense

If you are the victim of sexual assault or rape:

- Get to a safe place and consider contacting the Department of Public Safety and/or the local

police (911). If you notify the Department of Public Safety, the local police will automatically be notified.

- Get immediate medical attention to:

- identify external and internal injuries that may require treatment;

- be tested and receive preventative treatment for venereal diseases;

- receive treatment to prevent unwanted pregnancy;

- obtain and preserve evidence should you choose to prosecute. (Don't bathe, shower, douche, eat, drink, smoke or urinate, if possible, as these acts may destroy potential evidence.)

Call FDU Student Health Services

- Contact the Morris County Rape Crisis Center 24-hour Hotline Confidential Service.

Advocates are available 24 hours a day to offer information to all survivors of sexual assault companionship through medical exams and procedures and/or emotional support to survivors wishing to report the crime.

- Utilize Available Campus Services:

- Public Safety** at (973) 443-8888, 24 hours a day

To report the assault, for assistance in reporting to local police authorities, for transportation to medical facilities and for assistance contacting specific FDU staff on weekends or after office hours.

- Student Health Services**, 9 AM. to 5 PM, Monday through Friday

Confidential service offers treatment of minor injuries, information and referral related to your specific medical needs.

- Student Counseling and Psychological Services**,

9 AM. to 5 PM, Monday through Friday

Confidential service offers short-term counseling, information and referral related to your specific emotional needs. Counselors also are available to serve as student advocates within the campus community.

- Dean of Students**, 9 a.m. to 5 PM, Monday through Friday

To file campus disciplinary charges against your assailant, to discuss options regarding limiting on-campus contact with your assailant, changing residence and/or specific academic accommodations.

- Know Your Rights — Read the New Jersey Campus Sexual Assault Victim's Bill of Rights (below).

New Jersey Campus Sexual Assault Victim's Bill of Rights

The following rights shall be accorded to victims of sexual assaults that occur on the campus of any public or private institution of higher education in the state and where the victim or alleged perpetrator is a student at the institution or when the victim is a student involved in an off-campus sexual assault.

A. The right to have any allegation of sexual assault treated seriously; the right to be treated with dignity; and the right to be notified of existing medical, counseling, mental health or student services for victims of sexual assault, both on campus and in the community, whether or not the crime is reported to campus or civil authorities." Campus

authorities” as used in this act shall mean any individuals or organizations specified in an institution’s statement of campus security as the individuals or organizations to whom students and employees should report criminal offenses.

B. The right to have any allegation of sexual assault investigated and adjudicated by the appropriate criminal and civil authorities of the jurisdiction in which the crime occurred, and the right to the full and prompt cooperation and assistance of campus personnel in notifying the proper authorities. The provisions of this subsection shall be in addition to any campus disciplinary proceedings that may take place.

C. The right to be free from pressure from campus personnel to refrain from reporting crimes, or to report crimes of lesser offenses than the victims perceive the crimes to be, or to report crimes if the victim does not wish to do so.

D. The right to be free from any suggestion that victims are responsible for the commission of crimes against them; to be free from any suggestion that victims were contributory negligent or assumed the risk of being assaulted; to be free from any suggestion that victims must report the crimes to be assured of any other right guaranteed under this policy; and to be free from any suggestion that victims should refrain from reporting crimes in order to avoid unwanted personal publicity.

E. The same right to legal assistance and the right to have others present in any campus disciplinary proceeding that the institution permits to the accused; and the right to be notified of the outcome of any disciplinary proceedings against the accused.

F. The right to full, prompt and victim-sensitive cooperation of campus personnel in obtaining, securing and maintaining evidence, including a medical examination if it is necessary to preserve evidence of assault.

G. The right to be informed of, and assisted in exercising, any rights to be confidentially or anonymously tested for sexually transmitted diseases or human immunodeficiency virus; the right to be informed of, and assisted in exercising, any rights that may be provided by law to compel and disclose the results of testing of sexual assault suspects for communicable diseases.

H. The right to have access to counseling under the same terms and conditions as they apply to other students seeking such counseling from appropriate campus counseling services.

I. The right to require campus personnel to take reasonable and necessary action to prevent further unwanted contact of victims with their alleged assailants, including but not limited to, notifying the victim of options for and available assistance in changing academic and living situations after an alleged sexual assault incident if so requested by the victim and if such changes are reasonably available.

Campus Sex Crimes Prevention Act of 2000

The Campus Sex Crimes Prevention Act of 2000 which became effective October 28, 2002, requires state law enforcement agencies to inform colleges and universities about students and employees who are registered sex offenders. Any college or university that receives federal funding must make this information available to any member of the campus community who requests it. Fairleigh Dickinson University is a recipient of federal funding. Information about registered sex offenders may be requested at the Department of Public Safety at the College at Florham Campus.

University Crime Statistics

The following chart outlines the College at Florham campus crime statistics. The following is a summary explanation of crime definitions. All definitions are taken from the Federal Bureau of Investigation's Uniform Crime Reporting Handbook as required by the Clery Act regulations.

Murder – The willful (non-negligent) killing of one human being by another.

Sex Offense Forcible – Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against that person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Sex Offense Nonforcible – Unlawful nonforcible sexual intercourse.

Robbery – 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 putting the victim in fear.

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

Burglary Unlawful entry of a structure to commit a felony or theft.

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

Arson – 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.

Arrests for Clery Act purposes is defined as persons processed by arrest, citation or summonses.

Referred for disciplinary action is the referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

January – December 2009

Type of Offense	On Campus	On Non campus University Controlled property	In contiguous Public Areas	Campus Residences	Hate Crime
1. Alleged Crimes					
Aggravated Assault	0	0	0	1	0
Arson	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0

Murder	0	0	0	0	0
Robbery	0	0	0	0	0
Sex Offenses Forcible	0	0	0	0	0
Nonforcible	1	0	0	0	0
II. Arrests					
Liquor Law Violations	2	0	0	3	0
Drug Abuse Violations	4	0	0	4	0
Weapon Law Violations	0	0	0	0	0
III. Non Arrest Campus Referrals					
Alcohol	2	0	0	132	0
Drugs	0	0	0	1	0
Weapons	0	0	0	0	0

January – December 2008

Type of Offense	On Campus	On Non campus University Controlled property	In contiguous Public Areas	Campus Residences	Hate Crime
1. Alleged Crimes					
Aggravated Assault	0	0	0	0	0
Arson	0	0	0	0	0
Burglary	3	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Murder	0	0	0	0	0
Robbery	0	0	0	0	0
Sex Offenses Forcible	0	0	0	0	0

Nonforcible	0	0	0	0	0
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II. Arrests

Liquor Law Violations	1	0	0	2	0
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Drug Abuse Violations	1	0	3	4	0
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Weapon Law Violations	2	0	0	0	0
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III. Non Arrest Campus Referrals

Alcohol	3	0	0	131	0
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Drugs	0	0	0	16	0
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Weapons	0	0	0	0	0
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January – December 2007

Type of Offense	On Campus	On Non campus University Controlled property	In contiguous Public Areas	Campus Residences	Hate Crime
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1. Alleged Crimes

Aggravated Assault	0	0	0	0	0
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Arson	0	0	0	0	0
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Burglary	0	0	0	6	0
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Motor Vehicle Theft	0	0	0	0	0
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Murder	0	0	0	0	0
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Robbery	1	0	0	0	0
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Sex Offenses Forcible	0	0	0	0	0
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Nonforcible	0	0	0	0	0
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II. Arrests

Liquor Law Violations	4	0	0	1	0
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Drug Abuse Violations	0	0	0	9	0
Weapon Law Violations	2	0	0	0	0

III. Non Arrest Campus Referrals

Alcohol	7	0	0	97	0
Drugs	5	0	0	8	0
Weapons	0	0	0	0	0

* Hate crimes are crimes that manifest evidence of prejudice based on race (Q), religion ®, sexual orientation (S), gender (U) or disability (V). Those which are linked to reportable crime categories in the above chart will be coded appropriately (e.g. 1 HC-Q on the Aggravated Assault line under the Hate Crime column means one case of aggravated assault which was a hate crime based on race).

A Final Word

Your safety and well being is of utmost importance to the University. Any suggestions or ideas you may have on how Fairleigh Dickinson University can promote improved safety standards will be welcomed. You are also invited to contact the campus Department of Public Safety at any time if you have a question or need any additional information.

College at Florham Campus
 Department of Public Safety
 The Barn
 973 443-8888

**FAIRLEIGH DICKINSON UNIVERSITY
COLLEGE AT FLORHAM
DEPARTMENT OF PUBLIC SAFETY
FIRE SAFETY STANDARDS AND MEASURES**

Overview:

The Higher Education Opportunity Act of 2008 requires all academic institutions that maintain on-campus student housing facilities to produce and maintain annual fire safety reports. Included in the fire safety report are the following: fire safety practices, fire safety standards and measures and fire/fire safety related statistics. As required by law, this report shall serve as public disclosure as it relates to Fairleigh Dickinson University-College at Florham fire safety program.

General Statement:

The on-campus housing facilities at the College at Florham are: Rutherford Hall, Hamilton Twombly, Florence Twombly, Park Avenue Apartment, Stirling Hall, York Hall, Ellsworth Hall, Barclay Hall, Penn Hall, Rice Hall, Wilder Hall, Vanderbilt Hall and Danforth Hall.

At Fairleigh Dickinson University-College at Florham, all residential housing facilities are fully sprinklered and covered by fire alarm systems.

Each fire alarm system is monitored 24 hours a day, seven days a week by Public Safety. The fire alarm systems are tested and maintained by a licensed contractor, in compliance to the current New Jersey N.F.P.A. requirements. Quarterly fire sprinkler inspections and ongoing testing and maintenance of all fire suppression systems, in compliance with the current New Jersey N.F.P.A. requirements are conducted by a licensed contractor, under the direction of the Facilities Department.

All floors of the residential buildings have wall mounted fire extinguishers.

Each residential building is equipped with smoke detectors and carbon monoxide detectors.

Each student is has access to a copy of the College at Florham Student Handbook via the University Website (www.fdu.edu), which outlines the Fire and Safety Regulations under Residence Hall Community Standards. Also listed in the Student Handbook are the fines and sanctions for any Fire Safety violations (see Residence Hall Community Standards)

All rooms, including classrooms, lecture halls, laboratories, and offices have posted emergency procedures, which outline the procedures and instructions for fire/explosion emergencies. All emergency management personnel maintain Emergency Operations Plan/Field Guides, which cover fire/explosion incidents. The Incident Command system is outlined.

To date, there are no immediate future plans to make changes to the fire alarm systems or fire sprinkler systems.

College at Florham-Fire Emergencies

1. The first person to become aware of a fire emergency should activate pull station and if safe to do so, call Public Safety at 973-443-8888 or 9-1-1 and provide the location and nature of the emergency.

2. When the fire alarm is activated and sounds, evacuate the building immediately using the primary evacuation path. Follow the exit signs to safely and calmly exit the buildings. Leave all personal belongings behind, unless instructed otherwise. Walk without delay, do not run. Do not use the elevators. If possible, assist others who may not be capable with following the evacuation plan or those who have recognized disabilities and may need assistance during an emergency.
3. Upon exiting the building, it is important to move as far away from the building as possible and proceed to the pre-determined assembly/staging areas identified for the building. This will reduce your exposure to hazards, allow for others to exit safely and provides a clear area for emergency responders to arrive and do their job. Any information relating to the fire emergency can then be relayed to Public Safety, the police or the fire department.
4. Do not attempt to re-enter the building until Public Safety, the police or fire department gives permission to do so once the scene is safe.

Pre-Determined Assembly/Staging Areas:

Residential Buildings:

Rutherford Hall
 Hamilton Twombly
 Florence Twombly
 Park Avenue Apartments
 Building
 Stirling Hall #1
 York Hall #2
 Ellsworth Hall #3
 Barclay Hall #4
 Penn Hall #5
 Rice Hall #6
 Wilder Hall #7
 Vanderbilt Hall #8
 Danforth Hall #9

*Parking Lot #3, South Side is located along the Park Avenue Apartments resident parking lot)

Academic Buildings:

Hennessy Hall (Mansion)
 Mansion
 CAF-Library
 Student Center
 Dean of Student's Office (Library Annex)
 Center
 Campus Facilities Building
 Educational Opportunity Fund Office
 Center
 Chaine House

Assembly/Staging Areas:

Softball Field
 Courtyard of Rutherford Hall
 Courtyard of Rutherford Hall
 Outer Parking Lot in Front of the
 Parking Lot #3, South Side
 Parking Lot #3, South Side
 Parking Lot #3, South Side
 Parking lot #3, South Side
 Parking Lot #3, South Side
 Parking Lot #3, South Side
 Parking Lot #3, South Side
 Parking Lot #3, South Side
 Parking Lot #3, South Side

Assembly/Staging Areas

Grass area in front of the
 Grass area in front of the Library
 Grass area near the Library
 Grass area near the Student
 Center
 Grass area behind the Library Annex
 Grass area near the Student
 Center
 Grass area near the Student Center

The Barn	Parking lot #5 (commuter lot)
Wellness Center	Softball field
Gatehouse/FDU Credit Union	Soccer field beyond parking lot
Florham Institute for Lifelong Learning lot	Soccer field beyond parking lot
Dreyfuss Building	Courtyard area
Recreation Center	Courtyard area
Rothman Institute (Admissions)	Courtyard area
New Academic Building (NAB)	Courtyard area
Science Building	Grass area beyond parking lot #10

Supervised Fire Drills:

The Department of Public Safety conducts supervised fire drills four (4) times a year. All fire drills are unannounced. The fire evacuation drills are conducted by activating each individual fire alarm system in each on-campus student housing building. Two (2) fire evacuation drills are conducted during the daytime hours and two (2) fire evacuation drills are conducted after dusk. All corresponding fire drill reports are forwarded to Facilities and any malfunctions or errors in systems are then repaired and/or corrected. During 2009, Public Safety conducted four (4) supervised fire drills in all residential and academic buildings.

Fire Reporting:

Any student or employee should report that a fire occurred to the following campus persons or organizations:

- Any Public Safety officer or by calling (973-443-8888)
- Public Safety Director (973-443-8929)
- Public Safety Assistant Director (974-443-8891)
- Dean of Students (973-443-8935)
- Director of Campus Life (973-443-8586)
- Any Residence hall staff member (973-443-8586)
- Any Residence hall Resident Assistant (973-443-8586)
- Any College at Florham Facilities employees (973-443-8926)

Fire Safety Training:

All Resident Assistants receive CERT (Community Emergency Response Team) training annually which includes fire safety. The Department of Public Safety all receive fire safety training and live fire extinguisher training in conjunction with the Florham Park Volunteer Fire Department. The Department of Public Safety hosts Fire Safety Awareness Programs each semester. All Department of Public Safety personnel have NIMS (National Incident Management System) IS-700, ICS-100 and ICS-200 training.

Definitions:

Fire-Any instance of open flame or other burning in a place not intended to contain the burning or in uncontrolled manner

Cause of Fire-An instance of open flame or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of intentional or unintentional actions, mechanical failure, or act of nature.

Fire Drill-A supervised practice of mandatory evacuation of a building for a fire.

Fire Related Injury-Any instance in which a person is injured as a result of fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of fire. The term “person” may include students, employees, visitors, firefighters or any other individuals.

Fire Related Death-Any instance in which a person:

Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or

Dies within one year of injuries sustained as a result of the fire

Fire Sprinkler System-Is an active fire protection measure, consisting of water supply system, providing adequate pressure and flow-rate to a water distribution piping system, onto which fire sprinklers are connected.

Fire Safety System-Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

Value of Property Damage-The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity.

This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

*Definitions as per Section 668.49 of H.E.O.A.-Fire Safety

Residence Halls: Fire Protection Systems

Building	Sprinkler System	Fire Alarm	Smoke Detectors	Caron Monoxide Detectors	Wall Mounted Fire Extinguishers
Rutherford Hall	✓	✓	✓	✓	✓
Hamilton Twombly	✓	✓	✓	✓	✓
Florence Twombly	✓	✓	✓	✓	✓
Park Avenue Apartments	✓	✓	✓	✓	✓

Stirling Hall #1	✓	✓	✓	✓	✓
York Hall #2	✓	✓	✓	✓	✓
Ellsworth Hall #3	✓	✓	✓	✓	✓
Barclay Hall #4	✓	✓	✓	✓	✓
Penn Hall #5	✓	✓	✓	✓	✓
Rice Hall #6	✓	✓	✓	✓	✓
Wilder Hall #7	✓	✓	✓	✓	✓
Vanderbilt Hall #8	✓	✓	✓	✓	✓
Danforth Hall #9	✓	✓	✓	✓	✓

**Residence Hall
Community Standards**

The following regulations are enacted to protect the general welfare of the residential community. Infractions of any of these regulations may result in disciplinary actions including, but not limited to, fines, loss of privileges, a change in residency or other disciplinary penalties. Conduct that is inconsistent with the goals and objectives of Fairleigh Dickinson University will not be tolerated. Students are required to become familiar with, and abide by, their rights and responsibilities as outlined in this publication and the Code of Student Rights, Responsibilities and Conduct.

Fire and Safety Regulations

A. Tampering with, modifying or disconnecting any fire equipment, including fire alarms, fire extinguishers, smoke/heat detectors, sprinklers or emergency lighting is prohibited.

B. Students and their visitors are required to immediately evacuate any campus building when an alarm sounds or when instructed to do so by a University staff member. Once outside, students should assemble at least 50 feet away from the building. Students may not re-enter any part of the building until authorization has been given by public safety or the fire department.

C. Practices/items considered to be a fire hazard or a danger to the University community will not be permitted. The following are not permitted in the residence halls: 1) firearms; 2) fireworks or explosives; 3) hazardous or flammable chemicals or solvents; 4) ammunition; 5) weapons, including but not limited to bows and arrows, illegal knives as defined by New Jersey law, BB guns, air guns, slingshots, chukka sticks, Chinese stars,

blackjacks or other dangerous instruments; and 6) candles, punks, incense sticks, incense and potpourri burners. Decorative candles with unburned wicks are permitted; and 7) halogen lamps. These items may be confiscated by the Office of Residence Life. All items confiscated can be claimed in the Office of Residence Life when the student presents the confiscation form left. At that time, the resident will be asked to sign a release agreeing not to return the items to the residence halls. Items left for more than 30 days after the date of confiscation will be discarded unless previous arrangements are made. The Office of Residence Life will not be responsible for items that are discarded.

D. Fire regulations prohibit the placement or suspension of flammable materials either from ceilings or light fixtures or in a manner that could block the egress from a room, suite, apartment, corridor or building. In addition, flammable materials may not be stored under any stairwell. Holiday trees or other live items such as sprays of green, wreaths, etc., and Hanukkah candles are not permitted in the residence halls.

E. Actions such as participating in sports and horseplay in hallways and stairwells, water battles, food fights and practical jokes are dangerous and disruptive practices and will not be tolerated.

F. Cooking in the residence halls is limited to the kitchens in the Park Avenue apartments and the designated kitchen areas in the remaining halls. Only apartment residents are permitted appliances for food preparation in their kitchens. Due to fire safety and sanitary standards, all other residents are not permitted to have appliances used for preparing food and/or appliances that contain a heating element in their residence hall rooms or suites. Hotpots and coffeemakers are allowed in rooms. Students may have one microwave oven per room. Microwave ovens can be no larger than .6 cubic feet. Unauthorized appliances will be subject to confiscation.

G. Refrigerators up to 4.5 cubic feet are permitted in any residence hall unless designated otherwise by the Office of Residence Life. Only one refrigerator is permitted per bedroom.

H. Residents are not permitted to bring or install space heaters and air conditioners in their rooms. During emergencies, only University-approved heaters will be allowed.

I. In accordance with local fire codes, non-surge protected extension cords of any type and multi-plug adapters are prohibited in the residence halls. Only UL-approved, grounded, surge-protected, multiple-outlet strips are permitted in residence hall rooms.

J. The construction of freestanding lofts is permitted with prior approval from the director of residence life or his or her designee.

K. Window screens must not be unfastened or removed. Students are prohibited from screaming and yelling from windows. Under no circumstances will throwing objects from any window in the residence halls be tolerated. Such conduct poses a danger to the health and safety of other residents. Residents assigned to a room from which an object is thrown will be subject to disciplinary action. Stereo speakers cannot be placed in the window. In addition, displays in windows that are deemed inappropriate by the University will be removed. Attachments to or through a window are strictly prohibited.

L. Students are prohibited from entering public restrooms designated for the opposite sex, janitors' closets, boiler rooms and other unauthorized areas. In addition, students are not permitted on building roofs for any reason.

- M.** The storage of bicycles is not permitted in hallways, stairwells or lobby areas. Residents are to chain bicycles to racks provided by the University. Bicycles chained to the exterior of any building will be removed.
- N.** Motorized vehicles are not permitted inside any residence hall nor are they permitted to be chained to the exterior of any building.
- O.** Students are to maintain sanitary standards that protect the safety, health and well-being of residents. Authorized representatives of the University have the right to enter any space at any time to inspect facilities. Rooms, suites or apartments continually found unacceptable may result in the residents of that area having their residence hall agreement terminated immediately.
- P.** Due to health concerns and as per New Jersey state law, all residence halls are designated as smoke-free. Smoking of any kind in student rooms and public areas such as hallways, stairwells, laundry rooms, lounges and lobbies is prohibited. Students may not smoke in a 50-foot radius of any residence hall. Smoking devices, including but not limited to pipes, bongos and/or hookahs are not permitted in the residence halls or on campus.
- Q.** The throwing of food, bottles, snowballs or any object which presents a health and safety hazard or is damaging or disruptive is strictly prohibited in and around residential facilities.
- R.** Proper operation of residence hall elevators is imperative to the safety and convenience of all residents. Tampering with elevators, including sounding the emergency alarm or using the emergency phone, may lead to automatic loss of University housing. In addition, any student found vandalizing an elevator will be responsible for the cost of repairing the unit. If the elevator should malfunction, **RESIDENTS SHOULD NOT ATTEMPT TO EXIT THE ELEVATOR CAR AND SHOULD WAIT FOR ASSISTANCE.**
- S.** Attempting to damage, tamper or interfere with the operation of a security camera is prohibited.
- T.** Fraudulent use of a key to enter another student's room or inserting inappropriate objects into a lock or card reader that may damage or destroy it is prohibited.
- U.** The use of any type of grill is prohibited in or around any residence hall area. Grills are permitted in the designated barbecue areas only.
- V.** Students are to use designated entrances/exits only. The use of emergency exits, windows and other means of egress are prohibited, except in the case of an emergency.
- W.** Filming or videotaping in or around the residence halls is not permitted without receiving prior written approval through the Office of Residence Life. This includes class assignments as well as special projects that may be required.

Fines and Sanctions:

Fire Safety/Sanction Code

- XIII.Y. A Possession of halogen lamp, toaster oven, unapproved extension cord or unapproved appliances (first offense). One (1) Point Sanction

XIII.A. A Failure to leave the building during a fire alarm. One (1) Point Sanction

XIII.Y. A Burning candle/incense, possessing hazardous or flammable chemical/solvents/paints and storage/possession of holiday trees, live sprays of greens, wreaths, Hanukkah candles (first offense). One (1) Point Sanction

XIII.G. & Y. B Tampering with fire-safety equipment including smoke detectors, exit signs, blocking exit doors and discharging fire extinguishers. Six (6) Point Sanction

XIII.G. & Y. B Pulling a fire alarm. Six (6) Point Sanction

College at Florham-Fire Statistics in Residential Buildings:

	Residential Buildings		
	2007	2008	2009
Fires	0	0	0
Injuries	0	0	0
Deaths	0	0	0
Property Damage	0	0	0

