

# 2022 Annual Security Report



## Community College of Philadelphia

**2022 Annual Security Report<sup>1</sup>**  
***Community College of Philadelphia***  
***1700 Spring Garden Street***  
***Philadelphia, PA 19130***

### ***Regional Centers:***

Northeast Regional Center  
Northwest Regional Center  
West Regional Center<sup>2</sup>

12901 Townsend Rd, Philadelphia, PA 19154  
1300 W Godfrey Ave, Philadelphia, PA 19141  
4725 Chestnut St, Philadelphia, PA 19139

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<sup>1</sup> This information is provided for the calendar year 2021 in compliance with State and Federal Law, including the Clery Act.

<sup>2</sup> The West Regional Center includes the new Career and Advanced Technology Center (CATC) which opened in Fall 2022.

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## COMMUNITY COLLEGE OF PHILADELPHIA MISSION STATEMENT AND OVERVIEW<sup>3</sup>

Community College of Philadelphia is an open-admission, associate-degree-granting institution which provides access to higher education for all who may benefit. Its programs of study in the liberal arts and sciences, career technologies, and basic academic skills provide a coherent foundation for college transfer, employment, and life-long learning. The College serves Philadelphia by preparing its students to be informed and concerned citizens, active participants in the cultural life of the city, and enabled to meet the changing needs of business, industry and professions. To help address broad economic, cultural and political concerns in the city and beyond, the College draws together students from a wide range of ages and backgrounds and seeks to provide the programs and support they need to achieve their goals. Community College of Philadelphia seeks to create a caring environment which is intellectually and culturally dynamic and encourages all students to achieve:

- Greater insight into their strengths, needs, and aspirations, and greater appreciation of their own cultural background and experience;
- Increased awareness and appreciation of a diverse world where all are interdependent;
- Heightened curiosity and active interest in intellectual questions and social issues;
- Improved ability to pursue paths of inquiry, to interpret and evaluate what is discovered, and to express reactions effectively;
- Self-fulfillment based on service to others, preparation for future work and study, and enjoyment of present challenges and accomplishments.

During the 2021-2022 academic year, the College served approximately 18,986 students. The College employed approximately 1,800 individuals.

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<sup>3</sup> Community College of Philadelphia is committed to the principles of equal employment and equal educational opportunity and does not discriminate on the basis of race, color, ancestry, creed, national origin, age, sexual preference, religion, sex/gender, individuals with disabilities, protected veterans, marital status, genetic information or any other protected category under the applicable local, state or federal law. The individual responsible for handling inquiries regarding the College's non-discrimination policies is the College's Director, Diversity, Equity and Inclusion, Community College of Philadelphia, 1700 Spring Garden Street, Room M2-7, Philadelphia, PA 19130, (215) 751-8036.

## A MESSAGE FROM THE DIRECTOR OF PUBLIC SAFETY

September 28, 2022

Dear Community:

On behalf of Community College of Philadelphia's Department of Public Safety, I thank you for taking the time to read the 2022 Annual Security Report.

I encourage you to read this report in its entirety. In this report, Community College of Philadelphia may be abbreviated as "CCP" or "the College" and the Philadelphia Police Department as "PPD." This Annual Security Report has been produced in accordance with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) and provides information you can use to keep you and your property safe.

All campus crime statistics required under the Clery Act are provided, including the number of persons referred for campus disciplinary action for certain offenses. Information about campus crime prevention and safety awareness programs is also provided.

Maintaining a safe and secure campus is a **community** effort. I encourage you to become familiar with this guide. Read it and learn how you can be more aware of your surroundings, prevent crime and report suspicious incidents to police. When on campus, please help us maintain a safe environment for the entire campus community: report criminal activity immediately, exercise crime prevention techniques, remain vigilant with your personal safety and please use our Security Escort Program.

It is my hope that you will find this report informative and useful and that your time at the College will be enjoyable and safe.

Sincerely,

Randy Merced  
Director of Public Safety

## **PREPARATION OF THIS ANNUAL SECURITY REPORT**

The Department of Public Safety prepares this report in compliance with applicable federal and state laws including the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the Pennsylvania Uniform Crime Reporting Act. This report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Community College of Philadelphia; and on public property within, or immediately adjacent to and accessible from, the campus. For more information see the *Annual Disclosure of Crime Statistics* section of this Annual Security Report.

This report also includes institutional policies related to campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. The full text of this report is available online at <https://www.mycap.online/safety-and-security/annual-security-report>.

This report is prepared in cooperation with the Philadelphia Police Department, and the College's Division of Academic and Student Success, Athletics and Student Activities Offices. Each of these departments provide updated information on their educational efforts and programs to comply with the Clery Act and other applicable laws. Campus crime, arrest and referral statistics include those reported to the Department of Public Safety, Campus Security Authorities, and local law enforcement agencies.

Campus crime information is disseminated using several communications channels including the College web site, campus email, and hard copy distribution. The College distributes a notice of the availability of this Annual Security Report by October 1 every year to every member of the College community. You can get copies of this report at the Department of Public Safety by calling the Department of Public Safety at (215) 751-8111.

## **OVERVIEW OF COMMUNITY OF COLLEGE OF PHILADELPHIA PUBLIC SAFETY**

### **Security of Campus and Campus Facilities**

The Department of Public Safety operates on a 24 hours a day, seven days a week schedule. The Director of Public Safety, Managers of Public Safety, Coordinator of Public Safety Operations, Shift Supervisors, Site Supervisors and Specialists oversee the day-to-day operations. The Main Campus and the Regional Centers are staffed with public safety shift supervisors, plus stationary and roving patrol public safety officers. Public safety officers patrol the interior and exterior of these sites. The roving patrols include the parking lots and other parking areas located on campus.

In addition to roving patrols, the College utilizes surveillance cameras located throughout our sites. The surveillance cameras are monitored by public safety supervisors 24 hours a day. As an added security measure, seven emergency phones (Blue Lights) are located at strategic points in the CBI parking garage. Twenty (21) emergency phones are in the College's primary stacked Parking Garage on 17<sup>th</sup> and 18<sup>th</sup> streets. When the emergency button is pushed, the caller is in immediate contact with the Department of Public Safety. In addition to providing voice contact with the Department of Public Safety, blue light phones also enable a dispatcher to pinpoint the caller's location. Additionally, red phones, which are located in the hallways of buildings at the Main Campus and the Regional Centers, can be used by anyone to report an emergency (Dial **5555** for direct access to the Main Campus Department of Public Safety). An escort service provided by Public Safety Officers is also available.

Additional resources and technology added to enhance the Department of Public Safety include

alert emergency notification boxes (Alertus) strategically deployed throughout the campuses, Voice over IP telephone address systems, Computer terminal pop up emergency messages (Duress alarm), and social media monitoring services (through the Division of Enrollment Management & Strategic Communications).

### **Security Considerations Used in the Maintenance of Campus Facilities**

Security at the College is the responsibility of the Office of the Vice President of Business and Finance. The Director of Public Safety directly oversees all staff and is responsible for ensuring that all policies and procedures are followed. Because the College is situated in an urban environment, a primary consideration in any new construction or renovation planning is the use of higher intensity lighting levels combined with low-lying shrubbery and a minimum of trees to afford safe walkways. The Department of Public Safety advises the Facilities Management Department via a work order system when lighting levels are inadequate. Safety hazards are noted for action and eliminated or corrected via Public Safety. Electronic condition reports are submitted to the appropriate managers.

### **Access to Facilities<sup>4</sup>**

Most campus buildings and facilities are accessible to members of the campus community, guests, and visitors during normal hours of business, Monday through Friday (Monday through Thursday in the summer), and for limited designated hours on Saturday, Sunday, and holidays. Facilities are maintained, and their security monitored, in the interest of students, staff, and faculty. Many cultural and athletic events held in College facilities, such as the Athletic Center and the Auditorium, are open to the public. Other facilities such as the bookstore, library, and cafe are also open to the public. Access to academic and administrative facilities on campus is limited to students, employees, and visitors for the purpose of study, work, teaching, and to conduct other College business. After-hours access may be obtained by using the intercom located by the entry door on Sixteenth Street by the Visitor's lot. Advanced notice of the need for after-hours access is appreciated when possible. The College currently does not have any student housing facilities.

### **ID Cards and Access Control**

The College community includes all visitors, vendors, guests, students, faculty, and staff, at all Main Campus buildings and all Regional Centers. Everyone entering any College building MUST swipe a College ID card, or follow the posted "Visitor Sign-In" procedure if an individual does not have a College ID card.

During peak times, lines may develop. We ask for your patience during this time. This procedure fortifies our safety and security measures and offers additional peace of mind.

If you invite a guest to campus, you must meet that individual at a public safety desk or provide his or her name to the public safety desk in advance. Guests must bring their ID with them to present to public safety officers.

When a department or club hosts an external event, it should sign in visitors and help manage access to the event.

Any student or employee who does not have an ID card must obtain one from Public Safety.

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<sup>4</sup> As necessary throughout the coronavirus pandemic, campus access has been limited to essential personnel and services only.

Students may go to Public Safety at:

- Main Campus: MG-12, Monday-Friday, 7:00 a.m.-10:00 p.m.; Saturday 8:00 a.m.-5:00 p.m.
- Each Regional Center: Main Public Safety Station, Monday-Friday, 7:00 a.m.-3:00 p.m.

ID cards are also required to enter certain offices and services such as the Library, Learning Labs, Student Academic Computing Centers, Athletics Center, and Career Services.

## **CAMPUS LAW ENFORCEMENT**

### ***Location***

The Department of Public Safety, which includes the Operations Center and staff offices, is located in room MG-12 in the Mint Building, 1700 Spring Garden Street. Serving as the radio-dispatching center and monitoring point for alarms and CCTV (Closed Circuit Television) systems, this facility can be reached at any time by dialing 215-751-8111 from any phone or 5555 from campus phones only.

### ***Personnel***

The College currently has a public safety staff of forty-one (41). Sixteen (16) of the officers are College employees, and twenty-five (25) are provided through a private contract security firm. There is always a public safety officer at each of the College sites to oversee all public safety-related matters. Important contact information for the Department of Public Safety is listed below:

Randolph Merced Director of Public Safety Room MG-12F Phone: (215) 751-8188 email: <a href="mailto:rmerced@ccp.edu">rmerced@ccp.edu</a>	Julian Fields Manager of Public Safety Room MG-12E Phone: (215) 751-8369 email: <a href="mailto:jfields@ccp.edu">jfields@ccp.edu</a>
Rasheed Williams Coordinator, Public Safety Operations Room MG-12B Phone: (215) 751-8940 <a href="mailto:rawilliams@ccp.edu">rawilliams@ccp.edu</a>	
Public Safety Desk Northwest Regional Center Phone: (215) 496-6012	Public Safety Desk West Philadelphia Regional Center Phone: (267) 299-5863
Account Manager Allied Universal Security Room MG-12C Phone: (267) 299-5939	Public Safety Desk Northeast Regional Center Phone: (215) 972-6219

### **Authority and Jurisdiction**

The College's Public Safety Officers receive in-service training in such areas as proper handling

of incidents, investigation, and reporting of incidents, fire safety procedures, first aid, CPR and customer relations. Public Safety Officers do not have arrest power, are not authorized to carry or discharge weapons on campus, and do not receive training for certification under Pennsylvania Act 120. Should incidents arise which are beyond the capability of College's Public Safety Officers, Philadelphia's Police Department will respond and assist in the proper handling of an incident. In addition, when circumstances warrant their use, the College will employ closed circuit TV, bulletin boards, voice mail and printed flyers to provide timely notice of criminal activity on and around the campus. [For additional information see the "Timely Warning" and "Emergency Notification System" Sections of this Annual Security Report.]

### **State and Local Law Enforcement Agencies**

Although there is no written memorandum of understanding between the College and the state or local law enforcement agencies, the Department of Public Safety recognizes that accurate reporting is essential in determining time frames and locations of occurrences on campus which, in turn, affects the assignments of officers' patrol areas. The College's Public Safety Officers follow and enforce the policies and procedures set by the College, as well as appropriate local, state and federal laws. All serious incidents commonly referred to as Part I crimes, including murder, rape, robbery, assault, burglary, auto theft, and arson are reported to the Philadelphia Police Department. Additionally, the Philadelphia Police Department supplies the College's Department of Public Safety with a report of incidents that have been reported to them for the neighborhood surrounding the College's Main Campus and Regional Centers.

### **Philadelphia Police Department Partnership**

The College relies on its close working relationships with the Philadelphia Police Department to receive information about incidents involving College students and recognized student organizations off campus. (Currently, however, there are no officially recognized College student organizations with noncampus locations or housing facilities.) If a student is charged with an off-campus violation of federal, state, or local laws, the College reserves the right to take disciplinary action and impose sanctions against the student. Proceedings under the Student Code of Conduct may be carried out before, simultaneously with, or following civil or criminal proceedings off-campus.

### **GENERAL PROCEDURES FOR REPORTING A CRIME OR AN EMERGENCY**

Community members, students, faculty, staff, and guests are encouraged to report all crimes, emergencies, and public safety related incidents to the College's Department of Public Safety and/or local law enforcement in an accurate and prompt manner, particularly when the victim of crime elects to, or is unable to, make such a report. Such accurate and prompt reporting will assist the Department of Public Safety in determining if follow-up actions are required, including issuing a Timely Warning or emergency notification. For detailed information regarding reporting sexual misconduct, relationship violence, and stalking, refer to the Policies Against Sexual Misconduct, Relationship Violence and Stalking beginning on page 16 of this report.

### **Reporting to the Department of Public Safety**

All crimes, emergencies, or public safety related incidents occurring on campus should be reported to the Department of Public Safety. To report a crime, emergency, or public safety related incident to the Department of Public Safety dial 5555 from an **on-campus** phone or (215) 751-8111 from



an **outside phone**. The College's Public Safety Officers respond to all requests for service. The Philadelphia Police Department, upon notification to respond, is the investigating authority for all crimes on campus.

When calling the College's Public Safety Officers for either emergency or non-emergency service, be prepared to:

- Clearly identify yourself;
- State where you are calling from; and
- State briefly the nature of your call.

If possible, stay on the line unless otherwise advised by the officer. If assistance is required from off campus, the officer will summon the appropriate police, fire and/or medical service.

### **Reporting to the Local Law Enforcement**

To report a crime that occurs at an off-campus location, contact the appropriate local police department by calling 911. In the case of an emergency that occurs off the campus property, it is always best to dial 911 and follow the procedures outlined above.

### **Reporting to Other Campus Security Authorities (CSA)**

While the College encourages all campus community members to promptly report all crimes and other emergencies directly to the Department of Public Safety, the College recognizes that some may prefer to report to other individuals or College offices. The Clery Act recognizes certain College officials and offices as "Campus Security Authorities" (CSA) to whom the campus community may report crimes. All CSA's must share crime reports they receive with the Department of Public Safety. While the College has a number of CSA's, the College prefers that crimes be reported to the following offices designated as CSA's:

Office	Location	Phone Number
<b>Department of Public Safety</b>	<b>Mint Building, MG-12</b>	<b>Campus Phone: 5555 Other: 215.751.8111</b>
<b>Office of the Dean of Students</b>	<b>Winnet Student Life Bldg., S1-10</b>	<b>215.751.8161</b>
<b>Division of Academic and Student Success</b>	<b>Mint Building, M2-37</b>	<b>215.751.8160</b>
<b>Office of Diversity and Equity</b>	<b>Mint Building, M2-7</b>	<b>215.751.8876</b>
<b>Department of Human Resources</b>	<b>Annex, A7-142</b>	<b>215.751.8035</b>

## **Voluntary Confidential Reporting**

**Anyone who is the victim of or witness to a crime on campus is encouraged to promptly report the incident to the Department of Public Safety.** Anyone can make an anonymous report of safety violations or other misconduct as provided in [the College's Whistleblower Policy, Memorandum No. 314](#), via telephone at 1-888-261-1669 or at [www.ethicspoint.com](http://www.ethicspoint.com).

## **Pastoral and Professional Mental Health Counselors**

Under the Clery Act, Pastoral or Professional Counselors (as defined below) are not considered Campus Security Authorities when they are acting in that counseling role.

- Pastoral counselor: A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.
- Professional counselor: A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification. This definition applies even to professional counselors who are not employees of the institution, but are under contract to provide counseling at the institution.

When acting within their official capacity, professional and pastoral counselors are not required to report crimes for inclusion in the annual disclosure of crime statistics. The College does not currently employ any pastoral or professional counselors in a counseling capacity. Counselors in the Counseling Center performing Counseling Center duties do not fall into this category.

## **POLICY REGARDING STUDENTS AND EMPLOYEES WITH CRIMINAL RECORDS**

The College is an open-admissions institution and does not ask students about their criminal background as part of the general admissions process. Entrance into some specific programs in the College requires students to submit to criminal background checks and/or child abuse clearances. Certain results on these background checks may prevent a student from entering one of these programs, depending upon the nature of the result and program requirements. Decisions are made on a case-by-case basis. Students who commit crimes while enrolled at the College may be subject to disciplinary action, up to and including expulsion, depending upon the nature of the crime.

Employees may be required to submit to background checks which are appropriate to their position. Certain results on these background checks may prevent an employee from being employed with the College, depending upon the position and the nature of the crime. Decisions are made on a case-by-case basis. Employees who commit crimes while enrolled at the College may be subject to disciplinary action, up to and including termination of employment.

The College also complies with the Pennsylvania Child Protective Services Law and requires all employees, volunteers, and contractors who will have direct contact with children to submit to Pennsylvania State Police criminal background checks, Pennsylvania child abuse history clearances, and fingerprint-based Federal Bureau of Investigation criminal history reports. Certain results on any of these background checks may prevent an employee, volunteer, or contractor from engaging in activities at the College that involve direct contact with children. Employees,

volunteers, and contractors having direct contact with children are also required to provide written notification to the College within seventy-two (72) hours of being arrested or convicted of an offense which would disqualify them from having direct contact with children under the Pennsylvania Child Protective Services Law, or of receiving notice that they have been named as a perpetrator of child abuse in the Pennsylvania Child Abuse database.

## **TIMELY WARNINGS**

The College will issue a Timely Warning to the campus community for Clery-reportable crimes occurring on the College's Clery Act geography that are reported to Campus Security Authorities or local police agencies, and that are considered by the College to represent a serious or continuing threat to students and employees. Whether an incident constitutes a serious or continuing threat to students and employees is a case-by-case determination.

### **Decision Criteria for a Timely Warning**

The Director of the Department of Public Safety, or their designee, reviews all reports to determine if whether a timely warning will be issued. The decision whether to issue a timely warning is decided on a case-by-case basis in light of all the facts surrounding a crime, including, but not limited to, the possible risk of compromising law enforcement efforts.

Typically, timely warnings will be issued for major incidents of arson, murder/nonnegligent manslaughter, and robbery. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by the Department of Public Safety. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other College community members and a timely warning would not be distributed. As another example, sexual misconduct cases are often reported long after the incident occurred. Consequently, in those situations, the College may be unable to distribute a "timely" warning to the College community. Sex offenses will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the Department of Public Safety. Cases involving property crimes will be assessed on a case-by-case basis and a timely warning will be issued if there is a discernible pattern of crime.

### **Content for a Timely Warning**

The amount and type of information presented in a timely warning will vary depending on the circumstances of the crime. If there is certain information that could compromise law enforcement efforts, it may be withheld from the timely warning notice. Generally, the warning will specify the type of crime reported, the time and location at which the reported crime occurred, and specific advice to the campus community regarding steps to take to avoid becoming a victim. The Director of the Department of Public Safety, or their designee, will determine the content for each timely warning.

### **Timing for a Timely Warning**

Although the Clery Act does not define "timely," the intent of a warning is to enable our College community to protect itself. This means that a warning is issued as soon as pertinent information is available so that it can be used as a preventive tool, and not solely constitute a description of the incident.

### **How Timely Warning Notices are Issued/Disseminated**

Timely warning notices will be made to the entire campus community through the use of the campus-wide e-mail system. The Department of Public Safety (or designee) also has the

discretion to issue the warning, via others tools, as necessary (including the emergency text messaging system if practical). When issuing a timely warning, some specific information may be withheld if there is a possible risk of compromising law enforcement efforts to investigate and/or solve the crime.

*In certain circumstances, an incident may not meet the criteria of a Clery-reportable crime occurring in a Clery-reportable location but may constitute a potential threat to the College community. For instances in which a timely warning is not required, the Director of the Department of Public Safety, or their designee, may choose to issue a “community alert” notifying the College community of the threat. The content of a community alert may vary depending on the type of incident reported and the location in which it occurred.*

## **DAILY CRIME LOG**

The Department of Public Safety also maintains a daily crime log which is normally updated each business day and contains all crimes/incidents reported to the Department of Public Safety. This log identifies the type, location, date and time reported, date and time occurred, and current disposition of each incident reported to the Department of Public Safety. The Daily Crime Log for the most current sixty days is available for viewing during regular business hours at the office for the Department of Public Safety located in the Mint Building in MG-12. Any portion of the Daily Crime Log that is older than 60 days will be made available within two business days of a request for public inspection.

## **EMERGENCY RESPONSE AND EVACUATION PROCEDURE**

Department of Public Safety Officers are trained as campus first responders and are prepared to take action in any emergency situation that may arise on campus. An Emergency Management Team (EMT) is in place to allow the immediate response by individuals performing specific roles and functions already predefined. An Emergency Operations Plan has been developed by the Emergency Management Team as part of the College’s ongoing effort to protect Community College of Philadelphia students, faculty, and staff. The College’s emergency response and evacuation procedures are available on [the Public Safety website](#). The development of this plan is based on a realistic assessment of potential incidents that could affect our community and the capabilities to react to those situations. It is a comprehensive approach following the Incident Command and National Incident Management System and may effectively be applied to any critical incident.

The College’s emergency notification system permits the near simultaneous distribution of broadcast e-mails, voice and text messages. Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, the system is used to distribute emergency notifications. The emergency notification system is tested twice a year at the beginning of each semester. At least one of those tests is accompanied by a link to the College’s emergency response and evacuation procedures. The tests may be announced or unannounced. The College documents the description of the test; date; time, send rate; any issues (e.g., unsuccessful deliveries); and resolution. **All members of the College community are reminded to update their contact information on a regular basis.** Additionally, the College may send emergency messages via voice over internet phones which are located in all classrooms and office suites. Messages may also appear on monitors in public areas throughout College sites.

## **Emergency Notification System**

Emergency notifications are issued to the campus community upon the confirmation of a significant emergency or dangerous situation that involves an immediate (imminent or impending) threat to the health or safety of students or employees. The Director of Public Safety, along with other appropriate individuals determines whether circumstances warrant the issuance of an emergency notification. Upon such confirmation, the College 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 professional judgement of responsible College authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The decision to issue an emergency notification is made by the Director of Public Safety or his/her designee on a case-by-case basis. The content of the emergency notification will be determined by the Director of Public Safety or his/her designee, who will determine how much information is appropriate to disseminate at different points in time, and to whom such information should be disseminated.

Emergency notifications are disseminated with the goal of notifying as many people as possible, as rapidly as possible. (*i.e.*, active threats, bomb threats, a dangerous chemical spill, etc.) These alerts are sent via email, and also by text messages from the campus emergency notification system. All students, faculty, and staff are automatically enrolled into the College's emergency notification system based on the contact information available for that employee or student in Banner. Individuals who wish not to be enrolled in emergency notifications can send a request to [publicsafety@ccp.edu](mailto:publicsafety@ccp.edu). Individuals with disabilities are encouraged to contact either the Center on Disability at (215) 751-8307 or the IT Help Desk at (215) 751-6000 for assistance in accessing the Campus Alert system. Additionally, a broadcast message may be made utilizing voice over internet phones that are located in all classrooms and office suites. For situations that may require notice to the surrounding community, such as situations that may require the College to be closed, see the notifications procedures in the *Evacuation* section of this Annual Security Report.

## **Evacuations**

Evacuations are rare events and occur most typically in the circumstance of a fire or bomb threat situation. While an evacuation order requires a timely exit from the area, it is still important, if possible, to secure personal property, lock offices and take any other measures that are possible in quick order to ensure the safety of personal and College property. If an evacuation of an area is ordered, it is essential that all employees, students, and staff participate in the evacuation. Critical minutes and essential security resources can be wasted if there is not complete cooperation with the evacuation process. All faculty and staff should view themselves as assisting agents in an emergency circumstance. All faculty and staff should be familiar with the required emergency procedures and coach students and visitors through the required steps necessary to ensure the safety of property and people during the emergency.

During an emergency, the College's public safety staff, floor wardens, building captains and the EMT are empowered to take immediate action to ensure the safety of all students, staff and visitors. It is essential that individuals follow the directions issued by public safety staff, floor wardens, building captains and the EMT staff and not countermand their orders or fail to follow their requested actions. It is particularly important in an evacuation situation that students, faculty, and staff not attempt to reenter an area which has been evacuated until an all-clear signal has been provided. **Keep in mind that an evacuation may only involve one floor or one building and not the entire site.**

It is essential that fire and safety hazards not be created during a College closing or evacuation

situation. In each work or instructional area, clear responsibilities must be established to turn off all heating devices in laboratories and offices, and shut down all devices involving gas or other potentially hazardous emissions. In the process of evacuating an office, files that are open on computer systems should be saved and office systems powered down if time permits. Many emergencies are accompanied by a temporary loss of power, which means that electronic files can be lost if not saved at the onset of an emergency.

Instructions to evacuate will be issued by Public Safety, police or College officials. Faculty, students and staff are to evacuate quickly, but in a calm and orderly fashion to a safe area-either an Area of Refuge (fire tower) or an assembly area away from the buildings. If necessary, First Responders will direct individuals to an on-campus evacuation/relocation site as determined by the nature of the emergency. Remain calm and, if able, assist disabled persons or those in need. If you observe something unusual or suspicious, handle it and notify first responders. Remain in a safe area until receiving notification to return to the facility.

For situations that require the College to be closed, Public Safety Officers will not allow individuals to enter the facilities. Announcements of closing will be announced via the College's emergency notification system. Other methods of notification are as follows:

Campus website:

[www.CCP.edu](http://www.CCP.edu)

Department of Public Safety website:

<https://www.myccp.online/departement-public-safety>

A message will be placed on the College's internal voicemail system. To access the message from your home, employees should call (215) 751-8999. You will then be prompted to enter your voicemail number and your voicemail identification number.

An e-mail communication will be sent to each employee and student with a Community College of Philadelphia e-mail account.

A message will be placed on Cable Channel 53. This channel is only available to Philadelphia residents.

The College will provide closing information to radio and television stations. The KYW College weather closing numbers are 238 for day classes and 2238 for evening classes.

The establishment of phone chains within work groups is encouraged to facilitate information sharing during an emergency situation.

The College, through its Division of Enrollment Management & Strategic Communications, also uses social media channels including [Twitter](#) and [Facebook](#) to communicate campus closings or any other emergency notification to the College and the surrounding community.

If the emergency occurs on a day and time before the start of classes, notification of all members of the College community will occur according to normal weather closing policies and procedures. Also, notification of all department heads will be made. Additional Public Safety personnel will be called in and assigned as needed to maintain order.

*It is important to remember that closings can affect one building or the entire campus. For*



*example, a campus-wide closing may affect all sites and all buildings (i.e., city-wide emergency). A building closing may only affect that particular building (i.e., building fire). A regional site closing may affect one site but would have no effect on the other sites or Main Campus operations.*

### **Persons with Disabilities Evacuation Procedure**

At the sound of the evacuation alarm (a constant ringing of the bells and strobe lights), a faculty or staff member should take the following steps:

Assign two (2) individuals (faculty, staff or students) to accompany anyone who needs help due to a disability to the nearest fire tower landing. Upon entering the tower:

- One assistant will remain with the disabled individual.
- One assistant will note the landing location (this information and these instructions have been placed at the landing) and proceed down the tower, exiting the building.
- If officials are on-site, report the location needing assistance to them.
- If officials are not on-site, report to a Public Safety Officer or Reception Desk the location needing assistance.
- Individuals with impairment, but who are otherwise ambulatory, will wait at the landing and descend after the foot traffic clears.

### **ALCOHOL AND ILLEGAL DRUGS AND SUBSTANCE ABUSE**

The use, possession or sale of alcoholic beverages and/or illegal drugs by any student, staff member, faculty member, visitor or vendor is forbidden in any of the facilities of the College. These policies are further addressed in the [Student Handbook](#), the [Employee Handbook and/or Collective Bargaining Agreements](#), and in [Policy 310, Drug and Alcohol Free Workplace and other Substance Abuse Prevention Programs](#).

In addition to College disciplinary actions and applicable sanctions, any student who violates these alcohol and drug policies may be subject to criminal prosecution and penalties under applicable local, state, and federal laws. Where appropriate or necessary, College officials will cooperate with local, state, and federal authorities to ensure compliance with laws for unlawful use, possession manufacture, distribution or sale of illicit drugs or alcohol and will advise employees and students that convictions or violations of these laws can lead to fines and/or imprisonment. For a brief review of the legal sanctions under local, state, and federal law for the unlawful possession or distribution of illicit drugs and alcohol see [Policy 310, Drug and Alcohol Free Workplace and other Substance Abuse Prevention Programs](#).

Health risks associated with alcohol and other drug consumption include impaired judgment, vision, speech, coordination, memory, sensation, and perception. Long-term use of alcohol and other drugs can negatively impact many of the body's systems and cause physical and psychological dependence. In accordance with the Drug-Free Schools and Communities Act, Amendments of 1989 (PL101- 226 20 U.S.C. sec. 1145g), College regulations, state laws pertaining to alcoholic beverages (including state laws pertaining to underage drinking), and state and federal laws prohibiting the possession, use, distribution and sale of illicit drugs shall be strictly and consistently enforced. Any violation of the College's Student Code of Conduct, the Employee Handbook and/or applicable collective bargaining agreement or violation of federal, state or local laws shall subject the offender to the College disciplinary process and/or criminal prosecution. It is the policy of the Community College of Philadelphia to maintain a drug-free

workplace, in compliance with the Drug-Free Workplace Act of 1988.

An Employee Assistance Program (EAP) has been established to provide professional counseling and rehabilitation programs for employees in need of these services due to alcohol and/or substance abuse. For more information regarding the EAP, employees can call 1(800) 437-0911. Counselors are available for students at the College's campuses to respond to student needs and concerns related to drug and alcohol use. Information about counseling services is available by contacting the Counseling Center at (215) 751-8169 (Main Campus), (267) 299-5980 (Northeast Regional Center), (267) 299-5982 (Northwest Regional Center), or (267) 299-5981 (West Regional Center).

## **CAMPUS SECURITY, CRIME PREVENTION AND SAFETY AWARENESS PROGRAMS**

In an effort to provide our students, faculty, staff and community with information about the campus security procedures and practices, crime prevention, and safety awareness tips to keep themselves and others safe, the College provides a variety of educational programs. All programs are offered to faculty and staff as requested. Some of the available programs available are outlined below. If you or your organization would like to request a specific program, please contact, the Director of Public Safety, Randy Merced at (215) 751-8188.

- **Active Shooter Response Training (AKA Hostile Intruder Response Training).** The Department of Public Safety aims to enhance preparedness through a "whole community" approach by providing tools and resources to help you prepare for and respond to an active shooter incident. Active Shooter Response Training is offered to staff and faculty on a regular basis and upon request.
- **Emergency Communications Awareness and Response Training (E-CART).** The Department of Public Safety provides training for campus emergency communications and response. The training is offered to staff and faculty on a regular basis and upon request.
- **Personal Safety Awareness:** The Department of Public Safety offers orientation training to the College and provides useful tips on how to best be prepared for personal safety awareness while on campus. The training is offered to staff and faculty on a regular basis and upon request.
- **Campus Security Authority:** The Department of Public Safety also conducts student, staff and faculty safety orientations regarding Campus Security Authority (CSA) training.

## **POLICIES AGAINST SEXUAL MISCONDUCT, RELATIONSHIP VIOLENCE, AND STALKING**

Community College of Philadelphia is committed to maintaining an academic and working environment free of unlawful discrimination and harassment, including sexual harassment or sexual misconduct, which includes but is not limited to dating violence, domestic violence, sexual assault, and stalking, whether such conduct arises under Title IX, the Violence Against Women Act (VAWA), under state law or regulations, or otherwise. The College will address claims of sexual harassment or misconduct, including dating violence, domestic violence, sexual assault or stalking pursuant to the [Policy Against Non-Title IX Sexual Misconduct, Relationship Violence and Stalking](#) ("Non-Title IX Policy") or the [Policy Against Title IX Sexual Harassment](#) ("Title IX Policy"). Each policy sets forth relevant procedures which are available to employees and students and which the College will follow when it receives reports of sexual misconduct, including dating



violence, domestic violence, sexual assault, and stalking. The Non-Title IX policy is broader than the Title IX policy and applies to sexual misconduct that although not rising to the level of Title IX sexual misconduct, is likely to have a substantial effect on an individual College community member, on College life or activities, or that poses a threat of danger to any member of the College community. Which policy applies to an incident of dating violence, domestic violence, sexual assault or stalking will depend on several factors including but not limited to the facts alleged, the parties involved, and where the incident occurred.

Below is a summary of the [Title IX Policy](#) and the [Non-Title IX Policy](#) as applicable to reports of dating violence, domestic violence, sexual assault, and stalking. The College encourages students and employees to review each policy in full [on the College's Policy Website](#). These policies set forth the College's processes for handling reports of dating violence, domestic violence, sexual assault, stalking and other forms of sexual harassment or misconduct. These policies also provide notice to employees and students who have been victims of dating violence, domestic violence, sexual assault, stalking or other forms of sexual harassment or misconduct with a list of available resources within the College and the community, including but not limited to counseling and mental health resources, victim advocacy resources, and student or employee services available on campus to assist students with their educational or workplace needs.

## **Definitions**

As set forth in the Title IX and Non-Title IX Policies, dating violence, domestic violence, sexual assault, and stalking are defined as follows:

**Dating Violence:** Dating violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of Domestic Violence.

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

- A current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the Commonwealth of Pennsylvania; or
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the Commonwealth of Pennsylvania.

**Sexual Assault:** Sexual assault includes any forcible or non-forcible sexual act directed against another person without the consent of said person, including instances where the person is incapable of giving consent. Sexual assault includes the offenses of rape, fondling, incest, statutory rape, forcible sodomy (oral or anal sexual intercourse), and sexual assault with an object. These terms and other forms of sexual assault are further defined by the Code of Federal Regulations and the Pennsylvania Crimes Code.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a

reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

Stalking as defined by the Pennsylvania Crimes Code is also prohibited conduct.

**Consent:** The College defines consent as words or actions that show a knowing and voluntary agreement to engage in mutually agreed sexual activity. Consent must be ongoing throughout sexual activity and can be revoked at any time. Silence or absence of resistance will not necessarily imply consent. Assent (an affirmative statement or action) shall not constitute consent if it is given by a person who is unable to make a reasonable judgment concerning the nature or harmfulness of the activity because of their intoxication, unconsciousness, youth, mental deficiency or incapacity (also known as “**Incapacitation**”), or if the assent is the product of threat, force, or coercion. Consent to prior sexual activities does not constitute consent to future acts. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another person.

### **Reporting Allegations of Dating Violence, Domestic Violence, Sexual Assault, or Stalking**

Employees or students who are victims of dating violence, domestic violence, sexual assault, or stalking are encouraged to seek immediate medical attention if necessary and report the incident to law enforcement as soon as possible. Seeking medical attention and reporting the incident to law enforcement as soon as possible will also enable timely preservation of evidence, which may be critical to proving that a crime occurred or may be helpful in obtaining a protective order. In the event of an emergency, individuals should dial 911 or contact the Department of Public Safety at (215) 751-8111 or X5555 (for on-campus emergencies only).

Under both the Title IX and Non-Title IX Policies, incidents of dating violence, domestic violence, sexual assault, or stalking can also be reported to:

Title IX Coordinator Mint Building, Room M2-7 1700 Spring Garden Street Philadelphia, PA 1913 (215) 751-8036 <a href="mailto:titleix@ccp.edu">titleix@ccp.edu</a>	Department of Public Safety Mint Building, Room MG-12 1700 Spring Garden Street Philadelphia, PA 19130 (215) 751-8111 or Ext. 5555 <a href="mailto:publicsafety@ccp.edu">publicsafety@ccp.edu</a>
Students may also report to:  Office of the Dean of Students Winnet Student Life Building, Room S1-10 1700 Spring Garden Street Philadelphia, PA 19130 (215) 751-8161 <a href="mailto:judicial@ccp.edu">judicial@ccp.edu</a>	

Reports of dating violence; domestic violence; sexual assault or stalking under the Title IX Policy may also be made to employees designated as “**Persons With Authority.**” **Persons With Authority** include the following College employees: President and Vice-Presidents; Deans and Associate Deans; Directors; Department Heads and Associate Department Heads; and Managers.

Aside from Persons with Authority, all other employees who receive a report of dating violence, domestic violence, sexual assault, or stalking must report to the Title IX Coordinator. All reports will be shared with the Director of Public Safety.

Lastly, although the College encourages individuals to provide identifying information when making reports to maximize the College's ability to effectively investigate and respond to the report. The College will, however, accept anonymous reports via [EthicsPoint](#), the College's confidential reporting system, or via the Department of Public Safety's [confidential online reporting system](#). Please note that anonymous complaints will limit the College's ability to fully investigate and respond to complaints.

### **The Complainant May Also Report to Law Enforcement**

A Complainant has the right to pursue criminal action against the Respondent, including seeking a protective order. Whether or not the Complainant chooses to pursue criminal action is within the discretion of the Complainant. If requested by the Complainant, the College will provide reasonable assistance or other support in notifying law enforcement of the report. The College will cooperate with a criminal investigation to the extent permitted by law. An individual may choose to pursue criminal action at any time. The College encourages individuals contemplating pursuing criminal action to consult with law enforcement as soon as possible after the alleged incident in order to ensure that any physical and other forms of evidence are preserved in as timely a fashion as possible. The College will conduct its own investigation regardless of whether an individual files a criminal complaint, subject to any requests by law enforcement to delay or temporarily postpone its investigation. The College reserves the right to notify law enforcement of reports of dating violence, domestic violence, sexual assault, or stalking if the College determines that such notification is necessary to protect the health and safety of the College community or the public.

When a complaint of dating violence, domestic violence, sexual assault, or stalking is made, the College will provide both parties with written notice of their rights and options, as described in the Non-Title IX and Title IX Policies.

### **Investigation and Hearing Process**

The investigation and hearing process which applies to complaints of dating violence, domestic violence, sexual assault, or stalking will depend upon whether the claim arises under the Title IX Policy or the Non-Title IX Policy. The Title IX Coordinator carries ultimate responsibility for determining which policy applies to a particular complaint. In all cases, the investigation and hearing process is carried out in a prompt, fair, and impartial manner by College officials who do not have a conflict of interest or bias for or against either party.

### **Title IX Investigation and Hearing Process**

For claims under [Title IX Policy](#), the Title IX Coordinator will contact the Complainant to explain the process for filing a formal complaint. The Title IX Coordinator will review the allegations to determine if they constitute prohibited conduct under the Title IX Policy. Whether or not the Complainant decides to file a formal complaint, the Title IX Coordinator will still explain and offer supportive measures to the Complainant as explained below.

The Title IX Coordinator will explain that informal resolution procedures are available to resolve formal complaints if both parties agree in writing to participate in informal resolution. Either party may withdraw from the informal resolution process at any time. Informal resolution is not available

for reports involving an employee as the Respondent and a student as the Complainant.

If a formal complaint is filed, the Title IX Coordinator will provide both parties with simultaneous written notice that a formal complaint has been filed. The written notice will explain the investigation process and advise both parties that they may select an advisor of their choice who may participate in any meetings or hearings related to the investigation. The advisor may or may not be an attorney, and may or may not be selected from the list of advisors maintained by the College.

If the Respondent is a student, the Judicial Affairs Officer, within the Office of the Dean of Students, will be responsible for investigating the report. The investigation and disciplinary process for Title IX claims will be in accordance with the Title IX Policy's Investigation and Hearing Procedures and Protocols.

If the Respondent is an employee, the Title IX Coordinator will investigate the report. The investigation and disciplinary process will be in accordance with the Title IX Policy's Investigation and Hearing Procedures and Protocols, the Employee Handbook, and any applicable Collective Bargaining Agreement.

If the Respondent is a third party, the Title IX Coordinator will determine if the College has jurisdiction to investigate the report under the Title IX Policy, and if so, the Title IX investigator will investigate the report. Although the College cannot pursue disciplinary action against a third party Respondent, the College will make reasonable efforts to assist the Complainant in other ways, including providing supportive measures to the Complainant.

The burden of proof and responsibility for gathering evidence for the investigation rests with the College. The investigator will conduct interviews with the Complainant, Respondent and relevant witnesses; and collect and review relevant documents. The investigator will draft an investigation report that fairly summarizes the relevant evidence. Both parties will have equal opportunity to review the gathered evidence at least 10 days before the investigation report is finalized, and an equal opportunity to submit written responses to the evidence. Both parties will then have equal opportunity to review the finalized investigation report at least 10 days prior to the hearing and submit additional responses to the investigation report.

The College will conduct a live hearing, either in person or via video conference. If the Respondent is a student, the Hearing Officers will be appointed in accordance with the Student Code of Conduct. If the Respondent is an employee, the Hearing Officer will be appointed by the College's President. Both parties will have an advisor of their choice present the relevant evidence and conduct cross-examination of the parties and witnesses. The standard of evidence used at the hearing will be a preponderance of the evidence standard, that is, the Hearing Officers will determine whether it is more likely than not that the alleged conduct occurred.

Both parties will receive simultaneous written notice of the outcome of the hearing and any disciplinary sanctions. The written notice will include the standard of evidence used; the procedural history of the process; the findings of fact supporting the determination; a written analysis of each allegation and the determination; any disciplinary sanctions for the Respondent; any remedies for the Complainant; and will specify when the outcome of the hearing becomes final. The written notice will also provide instructions for either party to file an appeal.

The College seeks to resolve Title IX complaints within 90 days, and will advise the parties in writing if resolution is expected to take longer and the reason for the delay.

## **Non-Title IX Investigation and Hearing Process**

For claims under the [Non-Title IX Policy](#), if the Respondent is a student, then the Judicial Affairs Officers, within the Office of the Dean of Students, will be responsible for investigating the report. The investigation and disciplinary process will be in compliance with the Student Code of Conduct.

If the Respondent is an employee, the Title IX Coordinator will investigate the report. The investigation and disciplinary process will be in accordance with the procedures set forth in the Anti-Discrimination and Harassment Policy, the Employee Handbook, and any applicable Collective Bargaining Agreement.

If the Respondent is a third party, the Title IX Coordinator will investigate the report according to the procedures set forth in the Anti-Discrimination and Harassment Complaint Policy. Although the College will not be able to pursue disciplinary action against a third party Respondent, the College will make reasonable efforts to assist the Complainant in other ways including providing interim measures to the Complainant.

The Non-Title IX investigation process will include conducting interviews of the parties and any witnesses, and reviewing any relevant documents. The College will use a preponderance of the evidence standard (i.e., more likely than not) to determine whether the alleged conduct occurred. Both parties will have an equal opportunity to present relevant witnesses and other evidence. Both parties will have equal right to an advisor of their choice at the hearing, although the advisor may not participate in the hearing. The College will seek to resolve Non-Title IX matters within sixty (60) days, and will advise the parties in writing if resolution is expected to take longer and the reason for the delay. Both parties will receive simultaneous notice of the outcome, and any sanctions imposed upon the Respondent to the extent those sanctions relate to the Complainant. The notice will also set forth each party's appeal rights. Although informal resolution procedures may be available to resolve certain Non-Title IX complaints, informal resolution will not be appropriate for allegations of sexual assault.

## **Sanctions**

Violations of the Non-Title IX or Title IX Policy may result in disciplinary action, up to and including termination of an employee or expulsion of a student, subject to the relevant policies and procedures governing the disciplinary process applicable to the alleged Respondent.

## **Protective Measures**

When the College receives a report of dating violence, domestic violence, sexual assault, or stalking under the Title IX or Non-Title IX Policy, the College will provide written notice to the parties that upon request, it will provide reasonably available supportive or interim measures (collectively "protective measures")<sup>5</sup> pending the outcome of the investigation and hearing process. Protective measures may include changes to academic, living, or working situations, such as a "no contact" directive pending the outcome of the investigation, provision of a security escort, modifications of class schedules or deadlines, emergency removal from the College's education program and activity or other protective measures which the College deems reasonable. The College may make certain protective measures permanent measures to be applied even after the investigation and/or

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<sup>5</sup> The Non-Title IX Policy refers to these measures as interim measures, while the Title IX Policy refers to these measures as supportive measures.

disciplinary process is complete, when appropriate under the circumstances. Protective measures are available regardless of whether the Complainant chooses to report the crime to law enforcement, and regardless of whether the Complainant chooses to pursue a formal complaint. Requests for protective measures may be made by the Complainant or the Respondent and should be directed to the Title IX Coordinator.

### **Confidentiality**

The College is committed to protecting the privacy of all parties involved in a report of dating violence, domestic violence, sexual assault, or stalking, to the extent permitted by applicable law and subject to the College's reporting obligations. The College will treat all reports with sensitivity, and reports, investigations and findings of hearing proceedings will only be shared in compliance with the Title IX or Non-Title IX Policy, as applicable. Protective measures will be kept confidentially to the extent possible, and shared only on a need to know basis. Information pertaining to reports made under the Title IX or Non-Title IX Policy will be kept in a secure manner.

### **Training**

Title IX and Non-Title IX investigators and hearing officers are trained annually on handling sexual misconduct complaints including complaints of dating violence, domestic violence, sexual assault, and stalking in a way that protects the safety of victims and promotes accountability.

### **EDUCATIONAL PREVENTION AND AWARENESS PROGRAMS TO PREVENT SEXUAL MISCONDUCT, RELATIONSHIP VIOLENCE AND STALKING**

The College engages in comprehensive educational programming to prevent sexual misconduct, including domestic violence, dating violence, sexual assault and stalking. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for the campus community that:

- Identify domestic violence, dating violence, sexual assault, and stalking as prohibited conduct
- Define what behavior constitutes domestic violence, dating violence, sexual assault, and stalking including how those terms are defined
- Define what behavior and actions constitute consent to sexual activity
- Provide safe and positive options for bystander intervention
- Provide information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to minimize the risk of potential attacks
- Provide support for survivors of dating violence, domestic violence, sexual assault, and stalking

Sexual Violence and Awareness and Prevention programs are overseen by the Director of the College's Women's Outreach and Advocacy Center (WOAC) (Winnet Building, Room S1-19) and the Title IX Coordinator (Mint Building Room M2-7). The Title IX Coordinator and the Director of the WOAC are responsible for the College's primary sexual misconduct prevention and awareness programs which include bi-annual training for new students on sexual misconduct at New Student Orientation, as well as bi-annual sexual harassment training for employees. The College also offers ongoing online training to all employees and students on preventing sexual misconduct throughout the year, as well as various workshops and conferences for employees and students regarding issues of sexual misconduct.

## **Bystander Intervention**

Bystander intervention is when a bystander takes steps to intervene in an act of violence or the acts leading up to the violence. By safely using bystander intervention tools, bystanders can help de-escalate situations, give victims the chance to remove themselves from the situation or seek help, and contribute to preventing sexual violence on campus. Some methods that bystanders could consider using to intervene include:

- Causing a distraction – doing something to cause the aggressor to focus on something else
- Using humor – making a joke to distract someone who may be creating a risky situation so the person at risk has an opportunity to leave
- Calling for help – calling Public Safety or the police to intervene if you do not feel safe doing so yourself
- Getting others involved with you to intervene – finding another person who might be able to intervene or that can intervene with you
- Using code words – using code words to alert someone you feel uncomfortable or to help someone at risk
- Showing support – offering support to the person saying no to an aggressor by standing with them and reiterating what they have said until the other person leaves

## **Risk Reduction**

Below are some tips to help reduce the risk of becoming a victim of sexual violence. Please note that regardless of any risk reduction methods, victims are never to blame for being assaulted or abused.

- Know the signs - Recognize the warning signs or red flags of an abusive partner or relationship
- Use the buddy system – Look out for your friends and ask them to look out for you
- Stay alert – Be aware of your surroundings when moving around campus
- Get a protective order - Get a protective order against a past abuser
- Know your resources – Know who you can contact for help both on and off campus; know where emergency phones or other communications are
- Protect your drink – when out in social settings, be sure not to leave your drink unattended
- Trust your instincts – if something does not feel right, it likely is not right
- Empower yourself and others – empower victims to tell their stories and take a stand against sexual misconduct

## **INFORMATION REGARDING REGISTERED SEX OFFENDERS**

Pennsylvania's Megan's Law requires the Pennsylvania State Police to create and maintain a registry of persons who reside in, are employed in, or are a student in the Commonwealth, or are a transient, and who have either been convicted of, entered a plea of guilty to, or have been adjudicated delinquent of certain sexual offenses in Pennsylvania or another jurisdiction. Members of the public, including members of the College community, may search for registered Sex Offenders or Sexually Violent Predators living, working, or studying in their community through the web site maintained by the Pennsylvania State Police, Megan's Law Section at <http://www.pameganslaw.state.pa.us>.



## PREPARATION OF THE ANNUAL DISCLOSURE OF CRIME STATISTICS

As required by federal law, Community College of Philadelphia's yearly crime statistics for this report are compiled on a calendar-year basis in accordance with the definitions of crimes provided by the FBI for use in the Uniform Crime Reporting (UCR) system. The report includes statistics for the previous three years concerning crimes that occurred on campus reported to the Office of Public Safety, or to Campus Security Authorities. In addition, these statistics also include persons referred for campus disciplinary action for categories required under the Clery Act, including liquor law and drug abuse violations, and illegal weapons possession. Statistical information for certain off-campus locations or property owned or controlled by the College as well as public property within or immediately adjacent to and accessible from the campus are collected or requested from the Philadelphia Police Department.<sup>6</sup> For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year during which the crime was reported. All Public Safety Officers both in-house and contract are trained on the Clery Act and its requirements.

The crime statistics tables located at the end of this report are reflective of the requirements mandated by Federal law. The statistics reported also include those required by the Pennsylvania Uniform Crime Reporting Act.

## STUDENT RIGHT TO KNOW

In accordance with the Federal Campus Safety and Security Act of 1990 and the Pennsylvania College and University Security Act of 1988, all incidents are tabulated and recorded in the College's Annual Security Report. The document is available at the [College's Consumer Information website](#). Copies are also available in the Office of Public Safety. The statistics which appear under the heading "Campus Crime Statistics" show the number, and types of incidents reported for the most recent calendar years at each campus. Calendar years extend from January 1st through December 31st.

Community College of Philadelphia reports its statistics annually to the Pennsylvania State Police and U.S. Department of Education. The Office of Student Life and the Office of Public Safety work closely regarding any situation involving students that might require emergency response or law enforcement intervention. Reports are shared between the offices regarding any student arrested or accused of a serious violation of the *Student Code of Conduct*, which could have an impact on the College Community. Additionally, the College will, upon written request, disclose to the alleged victim of a crime of violence (as defined by section 16 of title 18 of the United States Code) or non-forcible sex offense, the results of any disciplinary proceeding against a student who is the alleged perpetrator, or if the alleged victim is deceased as a result of the crime or offense, to the next of kin of the alleged victim.

## SPECIFIC INFORMATION ABOUT CLASSIFYING CRIME STATISTICS

The following statistics are published in accordance with the standards and guidelines used by the Federal Bureau of Investigation Uniform Crime Reporting Handbook and the Clery Act.

The **number of victims** involved in a particular incident is indicated for the following crime classifications: Murder/Non-Negligent Manslaughter, Negligent Manslaughter, Rape, Fondling, Incest, Statutory Rape, Aggravated Assault. For example, if an aggravated assault occurs and there are three victims, this would be counted as three aggravated assaults in the crime statistics chart.

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<sup>6</sup> Although the College made a reasonable, good faith effort to obtain crime statistics from the Philadelphia police districts with jurisdiction over the College's Clery geography, the College did not receive any responses for the reporting period.



The **number of incidents** involving a particular offense is indicated for the following crime categories (includes one offense per distinct operation): Robbery, Burglary, and Arson. For example, if five students are walking across campus together and they are robbed, this would count as one instance of robbery in the crime statistics chart. In cases of motor vehicle theft, each vehicle stolen is counted.

In cases involving Liquor Law, Drug Abuse, and Weapons violations, each person who was arrested is indicated in the arrest statistics. If an arrest includes offenses for multiple liquor or drug abuse violations, it is only counted as a Drug Abuse Violation as that is the more egregious offense. The statistics captured under the “Referred for Disciplinary Action” section for Liquor Law, Drug Abuse, and Weapons violations indicate the number of students referred to the Dean of Students Office for disciplinary action for violations of the law. Incidents involving employees are reported to the Office of Human Resources. If an individual is both arrested and referred for disciplinary action for an offense, the statistics include the arrest only.

Hate Crime statistics include any of the following offenses that are motivated by the perpetrator’s bias against the victim: murder and non-negligent manslaughter, sexual assault (rape, fondling, incest, or statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny theft, simple assault, intimidation, and destruction/damage/vandalism of property. Hate crimes must be recorded by the category of bias that motivated the crime: race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability.

### **Geography Definitions as Defined by the Clery Act**

#### **On-Campus-Defined as:**

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls (Note: The College currently does not have any residence halls); and
2. Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or retail vendor).

#### **Non-Campus Building or Property-Defined as:**

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

#### **Public Property-Defined as:**

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

## **Clery Reportable Offense Crime definitions as Set Forth in the Uniform Crime Reporting Handbook**

**Aggravated Assault:** 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.

**Arson:** 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.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle.

**Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

**Manslaughter by Negligence:** The killing of another person through gross negligence.

**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 by putting the victim in fear.

**Weapons: Carrying, Possessing, Etc.:** 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.

**Drug Abuse Violations:** 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.

**Liquor Law Violations:** 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.

## **Sex Offenses Defined per the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program**

**Sex Assault (Sex Offenses):** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent (includes Rape, Fondling, Incest, and Statutory Rape as defined below).

- A. Rape:** 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.

- B. 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 or physical incapacity
- C. Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- D. Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

### **VAWA Offenses as Defined by the Clery Act**

**Stalking<sup>7</sup>:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

**Dating Violence<sup>8</sup>:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

**Domestic Violence<sup>9</sup>:** A felony or misdemeanor crime of violence committed:

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

### **Offenses Reportable Only if they are Hate Crimes**

**Larceny-Theft:** the unlawful taking, carrying, leading or riding away of property from the

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<sup>7</sup> Under Pennsylvania law, stalking occurs when a person either: (1) engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or (2) engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person. **For purposes of the annual crime statistics, however, the VAWA definitions above control.**

<sup>8</sup> "Dating Violence" is not defined under Pennsylvania law.

<sup>9</sup> "Domestic Violence" is not defined under Pennsylvania law.

possession or constructive possession of another.

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

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

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

# CAMPUS CRIME REPORT:

January 1-December 31 for the years 2019, 2020, 2021

## Main Campus – Clery Crimes

	On Campus			Noncampus			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
<b>CLERY CRIMES</b>									
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses: Rape	1	0	0	0	0	0	1	0	0
Sex Offenses: Fondling	3	0	0	0	0	0	0	0	0
Sex Offenses: Incest	0	0	0	0	0	0	0	0	0
Sex Offenses: Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	2	0	2
Aggravated Assault	0	0	0	0	0	0	2	0	0
Burglary	0	0	0	0	0	0	0	1	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>1</b>	<b>2</b>
<b>HATE CRIMES</b>									
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses: Rape	0	0	0	0	0	0	0	0	0
Sex Offenses: Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses: Incest	0	0	0	0	0	0	0	0	0
Sex Offenses: Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction / Damage / Vandalism of property	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HATE CRIMES By Category</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Relationship Violence</b>									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Main Campus – Clery Crimes

	On Campus			Noncampus			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
<b>Alcohol, Drugs, Weapons</b>									
Liquor Law Violations/Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Violations/Referrals	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Arrests	0	0	0	0	0	0	0	0	0
Drug Abuse Violations Referrals	0	0	0	0	0	0	0	0	0
Weapons Possession/Arrests	0	0	0	0	0	0	0	0	0
Weapons Possession/Referrals	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Main Campus – Non-Clery Crimes

Non-Clery Crimes									
	On Campus			Noncampus			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
Simple Assault	3	0	0	0	0	0	0	0	0
Forgery	0	0	0	0	0	0	0	0	0
Fraud	0	30	2	0	0	0	0	0	0
Theft	33	14	5	0	0	0	18	13	5
Vandalism	0	16	4	0	0	0	0	0	0
Disorderly Conduct	0	0	23	0	0	0	0	0	5
Embezzlement	0	0	0	0	0	0	0	0	0
Receiving Stolen Property	0	0	0	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0	0
Sex Assault (Other)	0	0	1	0	0	0	0	0	0
Gambling	0	0	0	0	0	0	0	0	0
Offenses Against Family	0	0	0	0	0	0	0	0	0
Driving Under Influence	0	0	0	0	0	0	0	0	0
Drunkenness	0	0	0	0	0	0	0	0	0
Vagrancy	0	0	50	0	0	0	0	0	0
All Other Offenses	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>33</b>	<b>60</b>	<b>85</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>	<b>13</b>	<b>10</b>

**CAMPUS CRIME REPORT**  
**JANUARY 1-DECEMBER 31 for the years 2019, 2020, 2021**

# Northeast Regional Center – Clery Crimes

	On Campus			Noncampus			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
<b>CLERY CRIMES</b>									
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses: Rape	0	0	0	0	0	0	0	0	0
Sex Offenses: Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses: Incest	0	0	0	0	0	0	0	0	0
Sex Offenses: Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HATE CRIMES</b>									
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses: Rape	0	0	0	0	0	0	0	0	0
Sex Offenses: Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses: Incest	0	0	0	0	0	0	0	0	0
Sex Offenses: Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction / Damage / Vandalism of property	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HATE CRIMES By Category</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Relationship Violence</b>									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



# Northeast Regional Center – Clery Crimes

	On Campus			Noncampus			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
<b>Alcohol, Drugs, Weapons</b>									
Liquor Law Violations/Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Violations/Referrals	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Arrests	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Referrals	0	0	0	0	0	0	0	0	0
Weapons Possession/Arrests	0	0	0	0	0	0	0	0	0
Weapons Possession/Referrals	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Northeast Regional Center – Non-Clery Crimes

Non-Clery Crimes									
	On Campus			Noncampus			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
Simple Assault	0	0	0	0	0	0	0	0	1
Forgery	0	0	0	0	0	0	0	0	0
Fraud	0	0	0	0	0	0	0	0	0
Theft	1	0	1	0	0	0	3	1	1
Vandalism	0	0	0	0	0	0	0	0	0
Disorderly Conduct	0	0	2	0	0	0	0	0	0
Embezzlement	0	0	0	0	0	0	0	0	0
Receiving Stolen Property	0	0	0	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0	0
Sex Assault (Other)	0	0	0	0	0	0	0	0	0
Gambling	0	0	0	0	0	0	0	0	0
Offenses Against Family	0	0	0	0	0	0	0	0	0
Driving Under Influence	0	0	0	0	0	0	0	0	0
Drunkenness	0	0	0	0	0	0	0	0	0
Vagrancy	0	0	1	0	0	0	0	0	0
All Other Offenses	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>1</b>

**CAMPUS CRIME REPORT – NORTHWEST REGIONAL CENTER**  
**January 1 – December 31 for the years 2019, 2020, 2021**

# Northwest Regional Center - Clery Crimes

	On Campus			Noncampus			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
<b>CLERY CRIMES</b>									
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses: Rape	0	0	0	0	0	0	0	0	0
Sex Offenses: Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses: Incest	0	0	0	0	0	0	0	0	0
Sex Offenses: Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	1	0
Aggravated Assault	0	0	0	0	0	0	1	0	0
Burglary	0	0	0	0	0	0	0	1	0
Motor Vehicle Theft	0	0	0	0	0	0	1	0	0
Arson	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>
<b>HATE CRIMES</b>									
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses: Rape	0	0	0	0	0	0	0	0	0
Sex Offenses: Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses: Incest	0	0	0	0	0	0	0	0	0
Sex Offenses: Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction / Damage / Vandalism of property	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HATE CRIMES By Category</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Relationship Violence</b>									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Northwest Regional Center – Clery Crimes

	On Campus			Noncampus			Public Property		
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<b>Alcohol, Drugs, Weapons</b>									
Liquor Law Violations/Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Violations/Referrals	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Arrests	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Referrals	0	0	0	0	0	0	0	0	0
Weapons Possession/Arrests	0	0	0	0	0	0	0	0	0
Weapons Possession/Referrals	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# Northwest Regional Center – Non-Clery Crimes

Non-Clery Crimes									
	On Campus			Noncampus			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
Simple Assault	0	0	0	0	0	0	0	0	0
Forgery	0	0	0	0	0	0	0	0	0
Fraud	0	0	0	0	0	0	0	0	0
Theft	1	0	0	0	0	0	0	4	0
Vandalism	0	0	0	0	0	0	0	0	0
Disorderly Conduct	0	0	1	0	0	0	0	0	1
Embezzlement	0	0	0	0	0	0	0	0	0
Receiving Stolen Property	0	0	0	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0	0
Sex Assault (Other)	0	0	0	0	0	0	0	0	0
Gambling	0	0	0	0	0	0	0	0	0
Offenses Against Family	0	0	0	0	0	0	0	0	0
Driving Under Influence	0	0	0	0	0	0	0	0	0
Drunkenness	0	0	0	0	0	0	0	0	0
Vagrancy	0	0	1	0	0	0	0	0	0
All Other Offenses	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>1</b>

**CAMPUS CRIME REPORT:**  
**January 1 – December 31 for the years 2019, 2020, 2021**

# West Regional Center – Clery Crimes

	On Campus			Noncampus			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
<b>CLERY CRIMES</b>									
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses: Rape	0	0	0	0	0	0	0	0	0
Sex Offenses: Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses: Incest	0	0	0	0	0	0	0	0	0
Sex Offenses: Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	1	0	0
Burglary	0	0	0	0	0	0	1	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>HATE CRIMES</b>									
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Sex Offenses: Rape	0	0	0	0	0	0	0	0	0
Sex Offenses: Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses: Incest	0	0	0	0	0	0	0	0	0
Sex Offenses: Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction / Damage / Vandalism of property	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HATE CRIMES By Category</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Relationship Violence</b>									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# West Regional Center- Clery Crimes

	On Campus			Noncampus			Public Property		
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<b>Alcohol, Drugs, Weapons</b>									
Liquor Law Violations/Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Violations/Referrals	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Arrests	0	0	0	0	0	0	0	0	0
Drug Abuse Violations/Referrals	0	0	0	0	0	0	0	0	0
Weapons Possession/Arrests	0	0	0	0	0	0	0	0	0
Weapons Possession/Referrals	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# West Regional Center – Non-Clery Crimes

Non-Clery Crimes									
	On Campus			Noncampus			Public Property		
	2019	2020	2021	2019	2020	2021	2019	2020	2021
Simple Assault	0	0	0	0	0	0	0	0	0
Forgery	0	0	0	0	0	0	0	0	0
Fraud	0	0	0	0	0	0	0	0	0
Theft	1	0	2	0	0	0	19	3	2
Vandalism	0	0	0	0	0	0	5	0	1
Disorderly Conduct	0	0	0	0	0	0	32	0	0
Embezzlement	0	0	0	0	0	0	0	0	0
Receiving Stolen Property	0	0	0	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0	0
Sex Assault (Other)	0	0	0	0	0	0	0	0	0
Gambling	0	0	0	0	0	0	0	0	0
Offenses Against Family	0	0	0	0	0	0	0	0	0
Driving Under Influence	0	0	0	0	0	0	0	0	0
Drunkenness	0	0	0	0	0	0	0	0	0
Vagrancy	0	0	2	0	0	0	0	0	0
All Other Offenses	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>56</b>	<b>3</b>	<b>3</b>



# The Pennsylvania Uniform Crime Reporting Act

## Crime Statistics: State Mandated Calculations

The Pennsylvania Uniform Crime Reporting Act requires the release of crime statistics and rates to students and employees, and it requires that those statistics be available to applicants and new employees upon request. The rate is based on the actual number of Full Time Equivalent (FTE) students and employees, calculated according to a state- mandated formula. The index in the table below is based on incidents per 100,000 FTEs.

### **Crime Rate Calculation for State Compliance and Statistical Reference**

Crime rates are indicators of reported crime activity and are standardized by population. An offense rate, defined as the number of offenses per 100,000 population, is derived by first dividing the College's population by 100,000 and then dividing the number of offenses by the resulting figure.

For example: On the Main Campus in 2021 there were a total of 15,990 FTE faculty, staff and students and there were 5 "Theft" incidents.

- 15,990 divided by 100,000 = 0.1599
- Divide 5 ("Thefts") by .1599 = 31.27
- The rate for "Theft" offenses in 2021 was 31.27 per 100,000 people.

**Please note:** Please note: Due to the COVID-19 pandemic, the majority of students and employees were working or taking classes remotely during the period used to calculate the FTE for the 2021 reporting period. As such, the College did not record students or employees being on campus for this time period. For purposes of calculating the 2021 Crime Index, the College has included all students and employees in the FTE calculation for Main Campus only.

### **Note on Police reporting**

Although the College made a reasonable, good faith effort to obtain crime statistics from the Philadelphia police districts with jurisdiction over the College's locations, the College did not receive any responses for the reporting period. The numbers reported on the following pages for 2021 refer to crimes that were directly reported to the Department of Public Safety.

# Pennsylvania Uniform Crime Statistics

## MAIN CAMPUS

Murder & Non-Negligent Manslaughter by Negligence													
	Manslaughter	by Negligence	Rape	Fondling	Incest	Statutory Rape	Robbery	Aggravated Assault	Burglary	Theft	Motor Vehicle Theft	Arson	FULL TIME EQUIVALENT
2019 Total	0	0	1	0	0	0	2	2	0	18	0	0	12126
2019 Crime Index	0.00	0.00	8.25	0.00	0.00	0.00	16.49	16.49	0.00	148.44	0.00	0.00	
2020 Total	0	0	0	0	0	0	0	0	0	13	0	0	11611
2020 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	111.96	0.00	0.00	
2021 Total	0	0	0	0	0	0	2	0	0	5	0	0	15990
2021 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	12.51	0.00	0.00	31.27	0.00	0.00	

Main Campus Demographics Data		2019	2020	2021	Rate per/100000
	Student Polulation (FTE)	11206	10133	14601	
	Faculty and Staff (FTE)	920	1478	1389	
	Total	12126	11611	15990	

2019	0.12126
2020	0.11611
2021	0.1599

Please note: Due to the COVID-19 pandemic, the majority of students and employees were working or taking classes remotely during the period used to calculate the FTE for the 2021 reporting period. As such, the College did not record students or employees being on campus for this time period. For purposes of calculating the 2021 Crime Index, the College has included all students and employees in the FTE calculation for Main Campus only.

# Northeast Regional Center

	Murder & Non-Negligent Manslaughter	Manslaughter by Negligence	Rape	Fondling	Incest	Statutory Rape	Robbery	Aggravated Assault	Burglary	Theft	Motor Vehicle Theft	Arson	FULL TIME EQUIVALENT
2019 Total	0	0	0	0	0	0	0	0	0	1	0	0	2459
2019 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.67	0.00	0.00	
2020 Total	0	0	0	0	0	0	0	0	0	1	0	0	2258
2020 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44.29	0.00	0.00	
2021 Total	0	0	0	0	0	0	0	0	0	0	0	0	0
2021 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

  

NERC Campus Demographics Data		2019	2020	2021		Rate per/100000
Student Polulation (FTE)		2296	1999	0		2019 0.02459
Faculty and Staff (FTE)		163	259	0		2020 0.02258
Total		2459	2258	0		2021 0

Please note: Due to the COVID-19 pandemic, the majority of students and employees were working or taking classes remotely during the period used to calculate the FTE for the 2021 reporting period. As such, the College did not record students or employees being on campus for this time period. For purposes of calculating the 2021 Crime Index, the College has included all students and employees in the FTE calculation for Main Campus only.

# Northwest Regional Center

	Murder & Non-Negligent Manslaughter	Manslaughter by Negligence	Rape	Fondling	Incest	Statutory Rape	Robbery	Aggravated Assault	Burglary	Theft	Motor Vehicle Theft	Arson	FULL TIME EQUIVALENT
2019 Total	0	0	0	0	0	0	0	0	0	1	0	0	1087
2019 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	92.00	0.00	0.00	
2020 Total	0	0	0	0	0	0	1	0	1	4	0	0	830
2020 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	92.00	0.00	120.48	481.93	0.00	0.00	
2021 Total	0	0	0	0	0	0	0	0	0	0	0	0	0
2021 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

  

NWRC Campus Demographics													
Data	2019	2020	2021							Rate per/100000			
Student Polulation (FTE)	1029	738	0						2019	0.01087			
Faculty and Staff (FTE)	58	92	0						2020	0.0083			
Total	1087	830	0						2021	0			

Please note: Due to the COVID-19 pandemic, the majority of students and employees were working or taking classes remotely during the period used to calculate the FTE for the 2021 reporting period. As such, the College did not record students or employees being on campus for this time period. For purposes of calculating the 2021 Crime Index, the College has included all students and employees in the FTE calculation for Main Campus only.

# West Regional Center

	Murder & Non-Negligent Manslaughter	Manslaughter by Negligence	Rape	Fondling	Incest	Statutory Rape	Robbery	Aggravated Assault	Burglary	Theft	Motor Vehicle Theft	Arson	FULL TIME EQUIVALENT
2019 Total	0	0	0	0	0	0	0	0	0	1	0	0	412
2019 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	242.72	0.00	0.00	
2020 Total	0	0	0	0	0	0	0	0	0	3	0	0	38
2020 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7894.74	0.00	0.00	
2021 Total	0	0	0	0	0	0	0	0	0	2	0	0	0
2021 Crime Index	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

  

WPRC Campus Demographics Data	2019	2020	2021	Rate per/100000
Student Population (FTE)	389	20	0	0.00412
Faculty and Staff (FTE)	23	18	0	0.00038
Total	412	38	0	0

Please note: Due to the COVID-19 pandemic, the majority of students and employees were working or taking classes remotely during the period used to calculate the FTE for the 2021 reporting period. As such, the College did not record students or employees being on campus for this time period. For purposes of calculating the 2021 Crime Index, the College has included all students and employees in the FTE calculation for Main Campus only.