

CEDAR CREST COLLEGE

2026 Annual Security & Fire Safety Report

Covering the years 2023, 2024, & 2025

Annual Security Report

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Introduction

The following information is provided to you as part of Cedar Crest College's ongoing commitment to the safety and security of everyone on campus in accordance with the Commonwealth of Pennsylvania Act 73 of 1988 and Public Law 101-542 of 1990 (The Jeanne Clery Disclosure of Campus Security Policy and Campus Crimes Statistics Act). The Chief of Campus Police is the campus official assigned responsibility for receiving and resolving complaints relative to these Acts. If you have any concerns, questions or comments related to these Acts or this document, you may contact:

Roger Hawkey
Chief of Campus Police
Cedar Crest College
100 College Drive
Allentown, PA 18104-6196
610-606-4666
rwhawkey@cedarcrest.edu

Reporting the Annual Disclosure of Crime Statistics

Cedar Crest College prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies surrounding campus, Residence Life and the Vice President of Student Success and Engagement. Each entity provides updated information on their educational efforts and programs to comply with the Act. Campus crime, arrest, and referral statistics include those reported to Campus Police, designated campus officials, including but not limited to, Residence Life personnel and local law enforcement agencies. These statistics also include crimes that have occurred on public property adjacent to campus. A campus map is also attached to this report. All employees and students will receive notice as to where the Annual Security Report can be viewed online. Copies of the report may also be obtained at Campus Police located in the Safety & Facilities Building. All prospective employees may obtain a copy from Human Resources in Blaney Hall or by calling 610-437-4471 (Option: 0) off campus or ext. "0" on campus.

Number of Students Enrolled

Cedar Crest College had **1,674** undergraduate and graduate students enrolled in classes during fall semester of the 2025/2026 academic year.

Number of Students in Campus Housing

The College had a total of **356** students living in campus housing during the fall semester of the 2025/2026 academic year.

Number of Non-Student Employees

There are **429** non-student employees working at Cedar Crest: **89** faculty members, **133** adjuncts, and **207** staff members.

Campus Police

The primary function of the CCC Campus Police is to provide for the safety and welfare of all members of the College community. The Campus Police currently consist of nine full-time officers. Officers are trained and certified in Act 235 (Lethal Weapons Training Act). Officers are qualified to use and to carry firearms and other defensive tools. Officers are also trained in CPR, First Aid, the use of emergency oxygen and the use of an Automated External Defibrillator (AED). Additional courses in police-related topics such as police procedure, crime prevention, criminal investigation, de-escalation, narcotics, etc., are provided whenever possible.

Campus Police is staffed 24 hours a day, seven days a week. In addition to the nine officers, there are three staff members that are utilized for dispatch duty and act as the main switchboard operators for the College. In the event of an emergency, members of the College community can contact the Campus Police by pressing "0" any campus telephone or by calling 610-437-4471 (Option "0") from any off-campus telephone.

Patrols are maintained with two readily identifiable Ford Interceptor SUVs. The patrol vehicles contain basic medical and first-aid equipment, fire extinguishers and traffic cones. Foot patrol is encouraged on campus and inside buildings. Officers on foot are more visible which results in one-on-one contact and encourages a working rapport with the College community. Buildings and grounds are patrolled to determine the presence of unauthorized people, observe any safety violations and the general condition of the College facilities. Roadways and parking areas are patrolled to ensure compliance with the College Traffic and Parking Regulations. Buildings are locked and unlocked according to schedules. Violations of College regulations, as well as the laws of the Commonwealth of Pennsylvania, are dealt with in accordance with college policies, as well as local, state and federal statutes.

Mission Statement

> *It is the mission of the Cedar Crest College Campus Police to serve our college community with pride, respect and dignity in our daily service to Cedar Crest College, its faculty, staff, students and guests, and to carry out our duties with professionalism, courage and strength.*

Campus Police Authority and Jurisdiction

CCC Campus Police officers who have been commissioned have complete police authority to apprehend and arrest anyone involved in illegal acts. Officers have jurisdiction on campus and areas immediately adjacent to the campus. Campus Police officers have the authority to enforce State, Local and Federal laws and College Policies. Cedar Crest College will also hire outside police officers, as special events dictate, to assist with traffic control, security, and enforcement of state, local, and federal laws.

Police powers are granted by the Commonwealth of Pennsylvania. If minor offenses involving CCC rules and regulations are committed by a CCC student, Campus Police officers may also refer the individual for disciplinary action through procedures governed by the Vice President of Student Success & Engagement. Major offenses are reported to the local police, and Campus Police works in partnership with local law enforcement to investigate serious incidents. The prosecution of all criminal offenses is conducted in the Court of Common Pleas of Lehigh County. Campus Police personnel work closely with local police agencies, including the Allentown Police Department, the South Whitehall Township Police Department, the Pennsylvania State Police, and the FBI, as warranted. Currently there are no written memorandums of understanding between Cedar Crest College and the local police departments, pertaining to the investigation of alleged criminal incidents.

Annual Security Report — Geographic Scope and Reporting

Cedar Crest College prepares and publishes this Annual Security and Fire Safety Report (ASR/ASFSR) in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

The crime statistics presented in this report include certain crimes reported to Campus Police, Campus Security Authorities (CSAs), and other sources, as required by the Clery Act. The statistics are based on the location of the incident and are limited to locations that fall within the geographic categories established by federal law.

For purposes of the College's annual Clery crime statistics, the applicable geographic areas include:

- **On-Campus Property** — buildings and property owned or controlled by Cedar Crest College that are reasonably contiguous to one another and directly support or relate to the College's educational purposes, as well as certain additional on-campus property identified under the Clery Act.
- **On-Campus Student Housing Facilities** — any residential facilities located on campus that meet the Clery Act definition of a residential facility. These locations are included within the College's on-campus statistics and are separately identified in the applicable statistical tables.
- **Public Property** — public property immediately adjacent to and accessible from campus, including certain public roadways, sidewalks, and other public property within the geographic area specified by the Clery Act.
- **Non-campus Property and Buildings** — buildings or property owned or controlled by a student organization officially recognized by the College, or buildings or property owned or controlled by the College that are used in direct support of, or in relation to, the College's educational purposes, are frequently used by students, and are not within the same reasonably contiguous geographic area as the main campus.

The Clery Act's geographic definitions are used solely for purposes of determining which locations are included in the College's annual Clery crime statistics. They do not establish or expand the routine patrol jurisdiction of the Campus Police Department, and they should not be interpreted as defining the limits of Campus Police authority or responsibility.

An incident does not become Clery-reportable solely because it occurred within the College's general campus vicinity. Conversely, an incident may be included in the College's Clery statistics even when Campus Police did not respond to or investigate the incident, provided that the incident was reported to a Campus Security Authority or another source covered by the Clery Act and otherwise meets the applicable reporting requirements.

The geographic scope of the annual Clery statistics is separate from the geographic scope of the College's Daily Crime Log. The Daily Crime Log and the ASR serve different purposes and are governed by different geographic and reporting requirements. Accordingly, an incident may appear in the Daily Crime Log without being included in the annual Clery statistics, and an incident may be included in the annual Clery statistics without appearing in the Daily Crime Log.

The College maintains a Clery geography map to assist the campus community and the general public in understanding the locations that comprise the College's Clery geography. The map is intended to illustrate the geographic areas used in determining the College's annual Clery crime statistics and should not be interpreted as establishing the limits of Campus Police patrol jurisdiction.

Clery Geography Map



Background and Clearance Checks

Cedar Crest College conducts post-offer, pre-employment screening with a thorough background check, including some or all of the following as applicable: a Pennsylvania criminal records check, a public records check, a credit check, a Pennsylvania Driving Record Check and Operator's License Check. If applicable, the College also requires a child abuse clearance check and an FBI fingerprint check. The College does not conduct these checks on students.

Sexual Offender Registration

The Campus Sex Crimes Prevention Act of 2000 (CSCPA) requires institutions of higher education to advise the campus community where information concerning registered sex offenders may be obtained. The Pennsylvania State Police maintains Pennsylvania's Megan's Law registry, which provides information concerning registered sexual offenders who reside in, are transient in, attend school, or are employed or carry on a vocation in Pennsylvania. Information concerning registered sexual offenders may be obtained through the Pennsylvania State Police Megan's Law website.

Campus Facilities – Security Considerations

In order to discourage criminal activity, Campus Facilities/Grounds make sure the campus is well-lit at night and that bushes and trees are kept trimmed. During routine patrols, Campus Police officers make note of lights that are not operating, defective door and window locks and safety and fire hazards. A Work Order is sent to Facilities personnel for timely action.

Communication Mediums

Aside from direct, personal contact with the College community, Campus Police uses campus mail, college e-mail, telephone, mass notification alerts, and postings to communicate security matters as needed.

Timely Warnings

In the event that a crime is reported within the CCC Clery Geography (On Campus, Public Property and Non-campus property), that, in the judgment of a Campus Police officer, constitutes an ongoing or continuing threat, a campus-wide ‘‘timely warning’’ will be issued. The warning will be issued through the College e-mail system and, in some instances, the campus’ mass notification system. This warning will be sent to all faculty, staff and students in the Cedar Crest College Community. Brightly colored notices may also be posted on the bulletin boards on each floor of the residence halls and on the Campus Police bulletin board located on the first floor of the Tompkins College Center and other campus buildings. Anyone with information warranting a timely warning should report the circumstances to Campus Police office by phone or in person at the Campus Police dispatch center within the Safety & Facilities Building that is located on the southeast corner of the campus behind Curtis Hall.

Timely Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder/Non-Negligent Manslaughter
- A string of Burglaries or Motor Vehicle Thefts that occur in reasonably close proximity to one another
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger CCC community)
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis)
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known by the Chief of Campus Police, or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- Major incidents of Arson
- Other Clery crimes as determined necessary by the Chief of Campus Police, or designee in his or her absence.

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

Timely Warning Notices are typically written and distributed by the Chief of Campus Police, or designee.

The institution is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.

Mass Notification System

Cedar Crest College has developed a process to notify the campus community in cases of emergency. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples which may warrant an emergency (immediate) notification after confirmation: armed/hostile intruder; bomb/explosives (threat); communicable disease outbreak; severe weather; terrorist incident; civil unrest; natural disaster; hazardous materials incident and structural fire.

Individuals can report emergencies occurring at Cedar Crest College by calling 610-437-4471 Option "0".

In the event of an emergency, Cedar Crest College will initiate and provide, without delay, immediate notifications to the appropriate segment(s) of the College community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employee and visitors.

If the Chief of Campus Police, or designee, in conjunction with members of the Incident Management Team, local first responders, public health officials and/or the National Weather Service, confirms, through investigation and/or other reliable means, that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the CCC community, the CCC Campus Police and Marketing will collaborate to determine the content of the message and will use some or all of the systems described below to communicate the threat to the CCC Community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

Cedar Crest 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 judgment of the first responders (including, but not limited to: CCC Campus Police, local police, and/or the local fire and emergency medical services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of an emergency, the College uses a text message mass notification system. When necessary, the College will send notifications to all registered mobile phones and email addresses. This system is also used to notify the campus community in the event of delays or closure of the College due to severe weather conditions.

All members of the Cedar Crest community are encouraged to keep their information current for this program. Students are automatically enrolled, while faculty and staff have the option to do so. Faculty and staff can sign-up by clicking the link found on the "Employee" page on "My Cedar Crest" and filling out the registration form. It should be noted that anyone with a Cedar Crest College e-mail will receive at least a notification on that account.

Follow-up information will be distributed using some or all of the identified communication systems, except fire alarm.

The local news media may be utilized to disseminate emergency information to members of the larger community, including neighbors, parents, and other interested parties. The larger community can also access emergency information via the Cedar Crest College homepage and/or social media.

If there is an immediate threat to the health or safety of students or employees occurring on campus, an institution must follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed.

Campus Police will immediately dispatch officers to evaluate all emergency situations. At a minimum, the Campus Police will test this emergency response and evacuation procedure on an annual basis. This is the surest way for you to receive notifications critical to everyone's safety and wellbeing.

General Procedures for Reporting a Crime or Emergency

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to Campus Police in an accurate and timely manner. To report a crime or an emergency on the campus of CCC, call Campus Police by pressing "0" (operator) or, from outside the campus phone system, 610-437- 4471 (Option "0"). To report a non-emergency security or public safety related matter, call Campus Police using the same phone numbers. Dispatchers operate these telephone numbers 24 hours a day, 7 days a week. In response to a call, CCC Campus Police will take the required action by dispatching an officer or asking the individual to stop by the Campus Police office to file an incident report. There are also 15 emergency call boxes placed throughout the campus. When an emergency call box is activated, the blue light flashes which helps to identify the location of a call for assistance.

All student related Campus Police incident reports are forwarded to the Dean of Students Office for review and potential judicial action. Campus Police officers will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the Dean of Students Office. If assistance is required from the City of Allentown Police, Fire Department, or other public safety entity, Campus Police will contact the appropriate unit. If a sexual assault should occur, staff on the scene, including Campus Police officers, will offer the victim a wide variety of victims services. Publications that are produced contain information about on-campus and off-campus resources. That information is made available to provide CCC community members with specific information about the resources that are available in the event that they become the victim of a crime.

The information about "resources" is not provided to infer that those resources are "reporting entities" for CCC. Crimes should be reported to CCC Campus Police and/or one of the Primary Campus Security Authorities (CSAs) listed below to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. A crime that was reported only to the Allentown Police Department may not be included in the CCC crime statistics.

Dr. Calley Taylor
VP for Student Success & Engagement
and Dean of Students
321 Cressman Library
484-640-5701
cstaylor@cedarcrest.edu

Dr. Amy Porter
Assistant Dean of Students
Title IX Coordinator
320 Cressman Library
610-424-8286
amy.porter@cedarcrest.edu

Kim Alarcon
Director of Human Resources
203 Blaney Hall
484-229-4209
kimberly.alarcon@cedarcrest.edu

Crimes should be accurately and promptly reported to the CCC Campus Police or the appropriate police agency when the victim of a crime elects to, or is unable to, make such a report.

Voluntary Confidential Reporting

If the victim of a crime does not want to pursue action within the college system or the criminal justice system, they may still want to consider making a confidential report. With permission, the Chief of Campus Police, Dean of Students, or Director of Residence Life can file a report on the details of the incident without revealing a victim's identity. The purpose of a confidential report is to comply with a victim's wish to keep the matter confidential, while taking steps to ensure the future safety of the victim and others. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant and alert the Campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Professional Counselors

College "Professional Counselors," when acting as such, are not considered to be a Campus Security Authority for Clery Act purposes and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, the professional counselors at Cedar Crest College are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary confidential basis to CCC Campus Police.

Professional Counselor: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community, and who is functioning within the scope of his or her license or certification.

Security of & Access to Facilities

It is the responsibility of Campus Police personnel to lock and unlock all campus buildings according to class schedules and campus events. During normal business hours the administrative and academic facilities at CCC are open and accessible to students, staff, faculty, and visitors of the College. Access to institutional facilities by employees is on an as-needed basis. Visitors to the campus seeking access to campus buildings and facilities for special events must do so through an individual host, sponsoring department, Campus Police or the Director of Conference Services.

Campus Police Officers conduct routine patrols of campus buildings to evaluate and monitor security related matters.

Safety and Security in the Campus Residential Community

Cedar Crest College offers housing in four traditional residence halls with a total capacity of 554 beds. Housing is offered to predominately undergraduate students and a smaller population of graduate students. Undergraduate housing is for female students only which the graduate student housing is open to both male and female students. There are four major room types offered to resident students including singles, deluxe singles, doubles, and triples. In addition to these room types, there are also some suite-style rooms that include a full or half bathroom in Butz and Curtis Halls. Security safeguards within the residence halls include restricted card access at each of the main entrances to the residence halls, which are only accessible by scanning a CCC ID card. Housing staff and CCC Campus Police officers monitor security in the residential facilities and encourage building residents to report suspicious or unusual activity.

Access to CCC housing facilities is limited to resident students by their assigned building, their escorted guests, and CCC professional staff.

Guest Registration: Residents must register all guests who will be on campus for more than one hour through the department's "Guest Registration Form" system located in MyCedarCrest. Guests must always carry valid photo identification and provide it immediately upon request from any College official. These visitors may not be in the hall if their host is not present. Residents may not give their CCC identification card to guests to access the halls.

On-Call Duty Rotation: Resident Advisors serve on an on-call duty rotation daily from 8:00 pm – 7:30 am in their respective residence halls. Full-time professional staff, including the Director of Housing & Residence Life, Assistant Director of Residence Life, and Graduate Area Coordinators, are on call twenty-four hours a day on a rotating basis.

Most importantly, residents are reminded of safety and security issues at orientation, the opening floor meetings, and in the Student Handbook. Students are asked to keep their rooms locked at all times even when occupied, to observe building security procedures and to notify Residence Life staff or Campus Police of any unfamiliar guests or unusual incidents within the residence halls. All Residence Life staff members in the halls undergo training each semester for both prevention and response regarding safety and security issues, including drug and alcohol awareness and fire safety training.

Housing Entrance Security

The main door of each residence hall is equipped with a keyless entry system. Persons entering or leaving each residence hall must do so through a primary entrance, and access to primary entrances is restricted to authorized personnel and students with electronic access/ID cards. The use of these electronic access/ID cards is recorded by a computer located in the Campus Police office. Security cameras at these main doors record all entries to the residence halls and are monitored by dispatch personnel. In the event the main door is held open or propped, an alarm will sound at the Campus Police office which will result in a response by Campus Police. All secondary doors to the residence halls are locked and connected to alarms 24 hours a day.

Students are responsible for their access/ID cards and are not permitted to loan their cards to anyone. Students found lending their cards will be subject to disciplinary actions. All authorized personnel entering residence halls should be aware of "tailgating" by individuals not authorized to be there and report any infractions to campus police immediately.

Each residence hall room is equipped with its own fire detection device. The alarm system is centralized at the College switchboard and is monitored 24 hours a day. Should unauthorized exit or entry occur, or, if a fire detector is activated, an alarm will sound both at the site of the problem and at the switchboard. This alarm will audibly and visually identify the site of the problem and display at the switchboard the time, date, location of the problem and print out a complete record of alarms. Once an alarm has been set off and the building is identified, an officer will be dispatched to investigate and to take necessary action.

Door and Window Security

Residence hall windows are equipped with locks, and room keys are issued to each resident upon move-in. If a key is lost or stolen, that loss must be reported to the Director of Residence Life and to Campus Police as quickly as possible. If a room key is lost or a student leaves and does not return their key, a charge of $50 will be assessed for replacement. Keys may not be duplicated. Students are responsible for their keys and are not permitted to loan their keys to anyone. Students found duplicating or lending their room keys may be subject to disciplinary action.

Residence Hall Personnel

The Assistant Director of Residence Life is a twelve-month live-in professional who resides in Moore Hall (oversees Moore Hall). In addition to the AD, there are also live-in Graduate Area Coordinators (GACs) who reside in Butz (oversees Butz and Curtis Halls) and Steinbright Halls. The AD and GACs oversee a combined staff of 3 Head Resident Advisors and 14 Resident Advisors between all the residence halls. RAs are student staff members who live on each floor of the residence halls and provide the following support and services to students: peer helper, educator, administrator, policy enforcer, team member, and role model. Training and development at all levels includes comprehensive in person training at the beginning of each semester and a Resident Advisor manual, which outlines important policies and procedures. Professional and student staff also participate in ongoing professional development sessions throughout the academic year.

Other personnel who enter the residence halls include custodial, facilities and maintenance staff, as well as off-campus vendors. All of the aforementioned personnel receive instruction on building security protocols and are required to sign in and out at Campus Police at the commencing and conclusion of their work in the residence halls. Campus Police officers also conduct routine patrols through the residence halls.

Holiday and Vacation Housing

For each break period, a specific closing time for the halls will be indicated. All students are expected to vacate their rooms by this deadline, unless the student makes arrangements with the Office of Housing & Residence Life to remain in the residence halls over the break due to certain circumstances. Unauthorized occupancy can lead to disciplinary action being taken. Students may be required to relocate to another building for safety or logistical reasons if they remain in the residence halls when they are closed for break.

Break periods are used for general maintenance. Students may expect work crews in the buildings during these times. Failure to comply with residence hall break guidelines may result in fines or disciplinary sanctions.

Guest Housing

During the summer months Cedar Crest College houses international workers in the residence halls on campus. These workers are hired by Dorney Park & Wildwater Kingdom, a company not affiliated with Cedar Crest College, to fill various positions within the amusement park. The workers are issued ID badges from the park and access cards from the college. All policy and procedures of the College must be adhered to while these workers are staying on campus. The only exception to the rules is that overnight guests are not permitted.

Room Selection and Room Changes

All returning resident students are required to complete the online housing application to secure housing for the following academic year. In addition, students must be financially clear and registered for 12 or more credits in order to select a room.

No room changes may be made during the first and last 14 calendar days of any semester. There is a formal mediation process to assist roommates in resolving conflicts. Students should contact their resident hall staff member for assistance. All requests for changes must be submitted in writing with the signatures of all parties on a room change form. Students relocating rooms must follow proper check-in and check-out procedures. Students found occupying a room that has not been assigned by the Director of Housing & Residence Life must immediately move back to their originally assigned room and sanctions may apply.

Security Education, Information, and Communication

Students participate in two fire drills per semester in their residence halls; any residence hall having an unsatisfactory fire drill is required to have an additional one. During fire drills students are required to evacuate the building as quickly as possible. Campus Police conduct thorough building inspections including keying into all rooms to make sure all students are in compliance. Students who remain in the building during these drills are subject to disciplinary action.

Residence hall staff are also trained by the Allentown Fire Department on fire extinguisher use and related topics on an annual basis. Additional information on fire extinguishers can be found here.

Security related workshops and short courses such as the R.A.D. (Rape Aggression Defense) program can be organized by contacting the Chief of Campus Police.

Students, faculty, and staff can learn how to defend themselves (should they choose to do so) in different situations that could arise in everyday life. They learn from certified instructors. This program is taught in all 50 states, Canada, and Britain. The R.A.D. Program deals specifically with defense against abduction for the purpose of rape and focuses on how women are attacked. The first class is dedicated to educating women about the terminology of various types of sexual assault, crime statistics, date rape drugs (i.e. Rohypnol, GHB, etc.) and their effects, process of investigation, and the importance of risk awareness and avoidance. The next two classes involve the practical application of realistic self-defense techniques for women to prevent abduction and sexual assault. The fourth class (optional) is a simulation exercise in which the female students use the techniques learned against trained "aggressors". The R.A.D. program has a free lifetime return and practice policy. R.A.D. is not a martial arts program.

Fliers are distributed regularly to students, faculty and staff on a variety of topics, including self-protection in the home, on the highway and outdoors. Crime prevention programs include orientation workshops, individual floor meetings, residential community-wide presentations and educational programs. Campus Police will also work with student groups to organize programs focused on campus and personal safety issues.

Emergency Action Guidelines

CCC maintains an Emergency Response Plan that outlines responsibilities of campus units during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions.

College units are responsible for developing emergency response and continuity of operations plans for their areas and staff. Campus emergency management provides resources and guidance for the development of these plans. Emergencies occurring on campus should be reported to Campus Police in the Safety & Facilities Building or by calling 610-437-4471 option "0".

In conjunction with other emergency agencies, the College conducts emergency response drills and exercises each year, such as tabletop exercises, field exercises, and tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

Additional information can be found here.

Emergency Response and Evacuation Drills

In order to better prepare for emergencies on campus, Cedar Crest College regularly tests its emergency response and procedures through various drills that can incorporate a tabletop discussion, a larger, more practical Functional Drill or a Full-Scale Drill. These drills will usually involve the College's Incident Management Team, Campus Police, and some or all of the entire campus community. The college also frequently requests assistance from emergency services in the City of Allentown to assist in these drills, with their equipment and expertise. The following is a synopsis of the drills held for the last three years:

2023: The College conducted fire drills in the Butz, Curtis, Moore Residence Halls on September 19th, 2023, and in the Steinbright Residence Hall on September 19th, 2023. The fire alarms were activated by Campus Police officers, and an evacuation compliance check was completed for all rooms in the halls. There were no reported issues with the evacuation of the buildings; however, several strobe lights failed to activate in Steinbright Hall, and a work order was generated and the issue was repaired. Another drill was conducted on March 30th, 2023, in the Butz, Curtis, Moore, and Steinbright Residence Halls. Aside from one student failing to evacuate the building, there were no reported issues. On July 13th, 2023, Fire drills were again conducted in the Butz, Curtis, Moore, and Steinbright Residence Halls and, aside from several Dorney Park Residents failing to evacuate, there were no other reported issues.

On January 17th, 2023, Campus Police held a four-hour training session on responding to an active shooter situation in Alumnae Hall. Officers were instructed by personnel from Lehigh University.

On March 13th, 2023, the College held an emergency drill at the Hamilton Boulevard Building on the topic of an Active Shooter/Hostage situation. This involved role-playing staff, Campus Police officers, The Emergency Response Team from the City of Allentown, along with hostage negotiators from the City of Allentown and a scenario where shots were fired and hostages were taken inside of a campus building and the work in resolving such a scenario without injury to the hostages.

On August 22nd, 2023, the Chief and Assistant Chief of Campus Police held a lecture and answered questions, at the Faculty Workshop on the topic of "Run, Hide, Fight" involving an active shooter on campus.

On November 17th, 2023, the College Conducted a "Shelter in Place/Lock-Down Drill" for the entire campus. The College's emergency notification system was utilized to notify the community of the start and finish of the exercise and Building Coordinators and officers checked all the buildings for compliance and reported on any issues.

On December 19th, 2023, the College hosted a Tabletop Emergency Exercise on the topic of evacuation of the campus. This was attended by the College's Incident Management Team, members of the Lehigh County 911

Center, Allentown EMS, Campus Police and others from the community. The tabletop was conducted by the Director of Lehigh County's Emergency Management Agency.

2024: The College's IMT conducted a tabletop training session on the topic of storm management: The IMT Training Tabletop Session on Storm Management, held on December 6, 2024, aimed to enhance the institution's preparedness for severe weather events. The key objectives were to discuss and plan the campus's response to a storm, including ensuring safety, managing resources, and maintaining communication. Significant discussions included ensuring essential staff are present and accommodated on campus before the storm hits, maintaining a five-day stockpile of food supplies, verifying generator functionality and snow removal equipment readiness, and preparing communication protocols for timely updates. The meeting also covered insurance documentation, financial strategies, emergency funding options, and logistical preparations. Formal decisions were made regarding student evacuation advisories, remote instruction preparedness, food supply maintenance, and staff accommodation arrangements.

On February 21st, 2024, the College conducted fire drills in the Butz, Curtis, Moore and Steinbright Residence Halls. The fire alarms were activated by Campus Police officers, and an evacuation compliance check was conducted of all rooms in the halls. There were no reported issues with the evacuation of the buildings however, the fire alarm panels in Butz and Steinbright Halls failed to clear and remained in a "trouble" mode until serviced by the fire panel vendor.

On April 16th, 2024, the College conducted a "Shelter in Place/Lock-Down Drill" for the entire campus. The College's emergency notification system was utilized to notify the community of the start and finish of the exercise and Building Coordinators and officers checked all the buildings for compliance and reported on any issues.

2025: On March 3, 2025, the College Conducted a "Shelter in Place/Lock-Down Drill" for the entire campus. The College's emergency notification system was utilized to notify the community of the start and finish of the exercise and Building Coordinators and officers checked all the buildings for compliance and reported on any issues.

On November 13, 2025, the College conducted fire drills at Butz and Moore Halls. The fire alarms were activated by Campus Police officers, and an evacuation compliance check was conducted of all rooms in the halls. There were no reported issues with the evacuation of the buildings.

On November 14, 2025, the College conducted fire drills at Curtis and Steinbright Halls. The fire alarms were activated by Campus Police officers, and an evacuation compliance check was conducted of all rooms in the halls. There were no reported issues with the evacuation of the buildings.

Emergency Evacuation Procedures

The emergency evacuation procedures are tested at least twice each year. Students and employees learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. The CCC Campus Police does not tell building occupants in advance about the designated locations for long-term evacuations because those decisions are

affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, CCC Campus Police staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At CCC evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

General Evacuation Procedures

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify CCC Campus Police 610-437-4471 option "0" Police Emergency dial 911.

1. Remain Calm
2. Do NOT use elevators, use the stairs.
3. Assist the physically impaired. If they are unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform CCC Campus Police or the responding fire department of the individual's location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Make sure all personnel are out of the building.
6. Do not re-enter the building.

Shelter-in-Place Procedures – What it Means to "Shelter-in-Place"

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic "Shelter-in-Place" Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belonging (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest College building quickly. If police or fire department personnel are on the scene, follow their directions.

How You Will Know to "Shelter-in-Place"

A shelter-in-place notification may come from several sources, CCC Campus Police, Housing staff members, other College employees, local police, or other authorities utilizing the College's emergency communications tools.

How to "Shelter-in-Place"

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be:
   - An interior room;
   - Above ground level; and
   - Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (College staff will turn off the ventilation as quickly as possible.)
6. Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list in to CCC Campus Police so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

Crime Prevention Programs

Crime prevention programs on personal safety and theft prevention are sponsored by various CCC campus organizations throughout the year. Campus Police personnel practice community-oriented policing and facilitate programs for students, parents, faculty, new employee orientations, student organizations and community organizations.

During the 2025 calendar year, CCC offered approximately 52 crime prevention and security awareness programs. Topics such as self-defense (1), personal safety (2), residence hall security (1), drug and alcohol abuse awareness (3), domestic violence (11), dating violence (11), sexual assault prevention (12), stalking (8), and consent (3) are some examples of the programs offered.

All crime prevention and security awareness programs encourage students and employees to be responsible for their own security and the security of others. Participants in these programs are asked to be alert, security-conscious, and involved. For additional questions regarding crime prevention, contact Campus Police at 610-437-4471.

Automated External Defibrillators (AEDs)

AEDs are located throughout campus and are inspected and maintained in accordance with College procedures.

Pennsylvania Good Samaritan Act

Pennsylvania provides certain civil-liability protections to individuals who provide emergency care, first aid, or rescue at the scene of an emergency, subject to the requirements and limitations established by law. Individuals should contact emergency services and provide assistance consistent with their training and circumstances.

Bias Policy

The College is committed to maintaining a respectful and welcoming living, learning and working environment for all students, faculty, and staff. As such, the College has established the Bias Incident Resource Team. The Resource Team is the first response from the College in coordinating responses to bias and hate incidents. The Resource Team ensures that affected individuals have access to appropriate resources, to assist the College in facilitating a coordinated campus response to bias related incidents and situations. The Resource Team is not an adjudicating committee. Bias incidents are expressions, acts, or behaviors — verbal, written, or physical — which are directed against or target an individual or group based on perceived or actual characteristics, such as, race, ethnicity, color, religion, gender, gender identity, gender expression, pregnancy, national origin, age, disability, sexual orientation, familial status, veteran status, or any other characteristic protected from discrimination under law. Bias incidents include hate crimes as defined under federal and applicable state laws, statutes, or regulations. Incidents do not need to be hate crimes to be reported. All incidents of bias or hate crimes may violate College policies regarding student, faculty, and staff conduct, as well as laws against discrimination. The College strongly encourages the reporting of all hate crimes and bias incidents. The Bias Incident Resource Team does not replace processes and policies for reporting and addressing acts of discrimination, harassment or violence, including but not limited to those established in student, faculty, and staff handbooks or by the offices of the Dean of Students, Human Resources, the Provost, or Campus Police. Retaliation of any kind against a student or member of the faculty, staff or College community for submitting a good faith bias incident report, participating in a bias follow-up procedure or refusing to participate in a bias follow-up procedure is explicitly prohibited.

Hazing Report and Policy

Hazing

Cedar Crest College is committed to maintaining an educational environment where all members of the College community are treated with dignity and respect. Hazing will not be tolerated in any form. Hazing is prohibited for any College-recognized or sanctioned student organization, any student, employee, volunteer, contractor, or any other person associated with an organization operating under the sanction of or recognized by Cedar Crest College. The prohibition applies regardless of whether the conduct occurs on or off campus.

Definition of Hazing

Cedar Crest College prohibits students, employees, officers, contractors, and volunteers from engaging, or attempting to engage in hazing. The College defines hazing as any intentional, knowing, or reckless act committed by a person (whether individual or in concert with other persons) against another person or persons regardless of the willingness of such person or persons to participate, that is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization and causes or creates risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization, of physical or psychological injury. Hazing includes but is not limited to:

- Whipping, beating, striking, electronic shocking, placing of harmful substances on someone's body, or similar activity;
- Causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics;
- Causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
- Causing, coercing, or otherwise inducing another person to perform sexual acts;
- Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- Any activity against another person that includes a criminal violation of local, state, or federal law; and
- Any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, state or federal law including the destruction or removal or property (theft).

For purposes of the College's Hazing policy, the phrase "student organization" means "an organization at the College (such as club, society, association, athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the College." While student organizations that are not recognized or established by the College are not subject to the College's disciplinary jurisdiction, individuals who engage in violations of the standards of conduct outlined in the College's Hazing policy will be held accountable regardless of whether the student organization in which the Hazing activities occurred is recognized or established by the College.

Reporting Hazing

Cedar Crest College encourages all members of the community who believe that they have witnessed, experienced, or are aware of conduct that constitutes hazing to report the violation. Incidents can be reported using the Incident Reporting Form.

Any individual who experiences or witnesses hazing is strongly encouraged to report the incident immediately. Any incident involving an in-progress crime or emergency should be reported immediately to the local law enforcement agency with jurisdiction by dialing 911. Reports can be made in person, by phone, or by email using the contact information below:

For a complaint against a student organization(s) or a specific student(s)

- Directly to Campus Police either in person at Campus Police, by calling 610-437-4471 or by emailing cedarcrestcampuspolice@cedarcrest.edu
- Directly to the Dean of Students Office either in person at Cressman Library, third floor, or by calling 610-606-4628
- Directly to the office of the Title IX Coordinator either in person at Cressman Library, room 320, by calling 610-424-8286, or by emailing titleix@cedarcrest.edu
- By filing a report online by utilizing the Incident Reporting Form

For a complaint against a staff member(s)

- Directly to Campus Police either in person at Campus Police, by calling 610-437-4471 or by emailing cedarcrestcampuspolice@cedarcrest.edu
- Directly to the Office of Human Resources either in person at Blaney Hall, room 203, or by phone 484-229-4209
- Directly to the office of the Title IX Coordinator either in person at Cressman Library, room 320, by calling 610-424-8286, or by emailing titleix@cedarcrest.edu
- By filing a report online by utilizing the Incident Reporting Form

Review and Investigation of Reports

Upon receiving a report of Hazing, the College will review the available information to determine whether the reported conduct may constitute a violation of the College's Hazing Policy and identify the appropriate office response for addressing the matter. Depending on the nature of the allegations, reports may be reviewed or investigated by one or more of the following:

- Campus Police
- Dean of Students Office
- Human Resources
- Title IX Coordinator
- Other College officials with appropriate jurisdiction

When appropriate, the College may coordinate with local law enforcement agencies while conducting its own administrative review. The College may take interim administrative measures when reasonably necessary to protect the safety of the College community, preserve the integrity of the investigative process, or prevent continued misconduct. Interim actions are administrative measures and are not disciplinary sanctions. If an investigation is initiated, it will be conducted promptly, thoroughly, and impartially. Individuals and organizations involved will be afforded the opportunity to provide relevant information during the investigation. Upon completion of the investigation, findings will be referred to the appropriate College official responsible for determining whether a policy violation occurred and for imposing disciplinary sanctions in accordance with

applicable College policies and procedures. Student matters are generally resolved through the Student Code of Conduct. Employee matters are addressed under applicable employment policies and procedures.

Possible Sanctions

Individuals or organizations found responsible for violating the College's Hazing Policy may be subject to one or more sanctions, including:

- Educational sanctions;
- Additional training;
- Probation;
- Loss of privileges;
- Restitution;
- Suspension of organizational activities;
- Revocation of organizational recognition;
- Suspension;
- Expulsion;
- Termination of employment; or
- Referral for criminal prosecution when appropriate

Sanctions are determined based upon the nature and severity of the conduct and the applicable College disciplinary procedures.

Campus Hazing Transparency Report

As required by the Stop Campus Hazing Act, Cedar Crest College publishes a Campus Hazing Transparency Report. The Hazing Transparency Report summarizes findings involving recognized or established student organizations that have been found responsible for violating the College's Hazing Policy. The report is maintained on the College's website and is updated no fewer than twice each year following final organizational findings.

Each published entry includes the information required by federal law, including:

- The student organization involved;
- A general description of the violation;
- Whether alcohol or drugs were involved;
- The College's findings;
- Sanctions imposed; and
- Applicable dates associated with the investigation and final determination

The Campus Hazing Transparency Report is separate from Clery Act crime statistics and may contain different information because each reporting requirement serves a different legal purpose.

The transparency report can be found here.

Hazing Statistics

Beginning with the October 1, 2026, Annual Security and Fire Safety Report, Cedar Crest College publishes statistics for hazing incidents reported to Campus Security Authorities or local law enforcement that occurred within Clery geography and meet the federal definition of hazing.

Hazing statistics published in the ASFR are distinct from findings published in the Campus Hazing Transparency Report.

Any student organization recognized or established by the College that is found to be responsible for violating the College's Hazing policy will be recorded in the Campus Hazing Transparency Report. However, all reports of hazing involving student organizations that occur in the College's Clery Geography will be included in the crime statistics regardless of whether the organization is established or recognized by the College.

Hazing Laws

Federal Stop Campus Hazing Act (H.R. 56460)

In December of 2024, President Biden signed the Stop Campus Hazing Act into law. The law represents a significant step in national efforts to prevent hazing by improving hazing reporting and prevention efforts on college campuses. This law requires all higher education institutions to implement more transparency in a Campus Hazing Transparency Report and prioritize prevention efforts campus wide.

The Stop Campus Hazing Act amends section 485(f) of the Higher Education Act, otherwise known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) to require institutions of higher education to collect, publish, and disclose hazing statistics, maintain a Campus Hazing Transparency Report, adopt specified policy statements, and provide research-informed hazing prevention and awareness programs.

The full text of the law can be found here.

Pennsylvania Timothy J. Piazza Anti-Hazing Law (18 Pa. C.S. §2801)

On October 19, 2018, Pa. Governor Tom Wolf signed into law the Timothy J. Piazza Anti-Hazing Law, which amended Pennsylvania's existing Anti-Hazing Law, increasing the penalties for individuals or organizations who engage in hazing and requiring additional reporting by colleges and universities. The law establishes criminal offenses for hazing, aggravated hazing, organizational hazing, and institutional hazing. The law also requires institutions of higher education to adopt anti-hazing policies, implement enforcement procedures, provide prevention education, maintain public reports of hazing violations, and recognize statutory safe harbor protections for individuals who seek emergency assistance during a hazing incident.

The full text of the law can be found here.

Local Laws and Tribal Laws

There are no applicable local or tribal laws relating to hazing in the College's jurisdiction.

Hazing Prevention and Awareness Programs

Cedar Crest College provides hazing prevention and awareness programs designed to prevent hazing before it occurs and to promote a culture of respect, accountability, and responsible leadership. These programs are provided to students through new student orientation, student organization leadership training, athletics programming, and advisor training throughout the year.

- Programming includes information regarding:
- The College's prohibition against hazing
- The definition of hazing
- The responsibilities of students, employees, and recognized student organizations
- How to recognize hazing behaviors
- How to report suspected hazing
- Reporting options and available resources
- Investigation and disciplinary procedures
- Applicable federal and Pennsylvania law
- Ethical leadership

These prevention efforts are intended to foster safe organizational practices, encourage early reporting, promote shared responsibility for preventing hazing, and educate the campus community regarding the Campus Hazing Transparency Report and annual Clery hazing statistics.

Alcohol Policy

Cedar Crest College complies with the Commonwealth of Pennsylvania's liquor laws. All students are expected to know and abide by these laws and to follow the procedures of the College that support them. Students and organizations that violate any law or policy are subject to disciplinary action by the College. Students will not be protected from legal action taken by public agencies or Campus Police officers responsible for enforcing the law, even when college disciplinary action has been taken for the violation of the Community Standards for Social Conduct and/or other campus regulations. Cedar Crest College prohibits the unlawful possession, use, and sale of alcoholic beverages.

College Alcohol Regulations

1. Students 21 years of age or older may possess or consume alcoholic beverages in accordance with Cedar Crest College policies.
2. Students of legal drinking age, 21 years of age, and their guests who are of age may responsibly consume alcohol in residence hall rooms or at college-sponsored events where alcohol is being served.
3. When one student is 21 years of age and the roommate is under 21, only the student who is 21+ years old may possess and consume alcohol.
4. Students under 21 years of age are prohibited from possessing and/or consuming alcoholic beverages.

5. Students under 21 years of age, and their guests regardless of their age, may not possess or consume alcohol in residence hall rooms.
6. Alcohol may not be stored in community spaces, such as communal refrigerators.
7. Possession, consumption and/or provision of alcohol in public areas of the campus are not permitted. Public areas are defined as those areas of the campus that are readily accessible to students, faculty, staff and guests. Such areas include all outside areas, athletic fields, lobbies, classrooms, lounges, building corridors and offices. Campus Police have the authority to confiscate alcohol in the possession of any individual under 21 years of age and may confiscate alcohol of individuals over 21 years of age if circumstances dictate such action to be necessary. Confiscated alcohol and paraphernalia will not be returned and will be discarded or destroyed by the College.
8. There shall be no kegs or beer balls in the residence halls, nor shall there be any common sources containing alcohol, such as bathtubs, punch bowls, baby pools, trash cans, etc.
9. When all official residents of the room are under the age of 21, no alcoholic beverages are permitted in the residence hall room.
10. Visibly intoxicated persons showing signs of alcohol abuse may be removed from campus by police, campus police or medical personnel.
11. Violating other policies while under the influence of alcohol will constitute a violation of the Alcohol Policy as well.
12. Campus Police has the authority to administer a breathalyzer test in those situations where underage drinking is suspected of having occurred or to more accurately determine the blood alcohol level of any person who appears to be under the influence to the point where they are a danger to themselves or others. A student has the right to refuse a breathalyzer test. If a test is refused, the test will be considered a “positive test” and summary action and sanctions may apply.
13. Providing alcohol to underage individuals is prohibited, including leaving alcohol unattended in locations where those under 21 may serve themselves. The student who serves alcohol to a person regardless of age shares responsibility with that person for any violation of the Cedar Crest College policies.

Campus Events with Alcohol

1. All student-sponsored events with alcohol must be registered with both the Office of Student Engagement and the Dean of Students. Student Clubs and Organizations should fill out the Student Event with Alcohol Notification Form at least 10 working days prior to the date of the scheduled event. The person signing the registration for an event where alcohol is to be served must be 21 years of age or older.
2. Events must have a stated purpose (dancing, entertainment, etc.) other than the consumption of alcohol. Themes that encourage the consumption of alcohol (i.e. happy hours and drinking games) are prohibited.
3. Complete guidelines for events where alcohol is to be served can be obtained from the Student Club and Organization Handbook through the Office of Student Engagement.

Amnesty Policy

The policy may apply when a student receives emergency medical assistance that is (a) related to the consumption of alcohol, and (b) sought by a person not serving in an official college capacity. This policy may also apply to any student who seeks medical assistance for another student experiencing a medical emergency based upon alcohol consumption. The student will not be charged or sanctioned for violations of college alcohol-related policies. Students receiving medical assistance in compliance with this policy shall not be referred for prosecution for any state, local or federal crime or misdemeanor solely related to the possession, consumption or supplying of alcohol, unless otherwise provided for in this policy. The student will be required to consult with the Assistant Dean of Students or designee and may be required to participate in an appropriate educational program. Nothing in this policy shall prevent an individual who is obligated by federal, state, or local law, or college policy, practice, or procedure, from reporting, charging, or taking other action related to the possible criminal prosecution of any student.

No individual may receive amnesty more than once. Records of all requests for assistance under this policy shall be maintained by the Dean of Student's Office. Participation in any program as a result of this policy shall not be noted on the student's judicial record. In the event an individual who previously utilized the amnesty policy is involved in a subsequent alcohol-related incident, the subsequent incident and any resulting charges shall be treated as a second offense.

Arrest Policy

Students who are arrested by any law enforcement agency are required to inform the Assistant Dean of Students within 72 hours of their arrest. Students arrested may be subject to College disciplinary action when their conduct violates College standards. Failure to report this information to the Assistant Dean of Students will result in a "Failure to Comply" charge and may result in further disciplinary action.

Weapons Policy

Weapons are prohibited on the campus of Cedar Crest College. All federal, state and local laws regarding the possession, use and sale of weapons are in force on campus. Sworn law enforcement officers attending training at the Joni Berner Esq. '75 Expert Witness Training Center and Crime Scene Laboratory are exempt from this policy. Campus Police officers carry pepper spray, batons, conducted energy weapons, and firearms. CCC Campus Police have the lawful authority to use force, up to and including deadly force that is reasonably necessary to effectively bring an incident under control, while protecting the lives of the officer and others.

Drug and Controlled Substance Policy

Cedar Crest College complies with the state, federal and local drug laws. All students are required to know and abide by state and federal drug laws. Please consult the Commonwealth of Pennsylvania Controlled Substances, Drugs, Device, and Cosmetic Act. Cedar Crest College shares the concern of the medical profession and law enforcement agencies for the serious effects that can result from the use of dangerous drugs and narcotics.

Marijuana remains an illegal drug under federal law. Although Pennsylvania's state law and medical marijuana program provide access to medical marijuana for patients with specific medical conditions, this law does not supersede the federal law (the Controlled Substances Act), which flatly bars the use of marijuana even in states that have authorized its use for medical purposes or otherwise. In addition, The Drug Free Schools and Community Act applies to Cedar Crest College. Cedar Crest College opposes and prohibits the possession and use of illegal drugs and narcotics by its students on campus. The College will cooperate with the enforcement of state and federal laws.

The College may take disciplinary action against a student who violates these laws to the extent of separation from the College. Students who wish to seek counseling regarding the use of drugs and their effects are urged to consult with Health and Counseling Services

Drug Free Schools and Communities Act

The U.S. Department of Education has issued regulations implementing the provisions of the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989. These regulations require that the College distribute information annually to you in writing concerning the possession, use, or distribution of alcohol and illicit drugs at the College.

The Drug-Free Workplace Act of 1988 (P.L. 100-690) and the Drug-Free Schools and Communities Act Amendments of 1989 (P.L. 101-206) require that each college and university receiving federal financial assistance provide annually the following information in writing to all students and employees:

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees on its property or as part of its activities.
- A description of the applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol.
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
- A description of the four major areas to reduce prescription drug abuse.
- A description of any drug or alcohol counseling, treatment, rehabilitation or re- entry programs that are available to employees or students.
- A clear statement that the institution will impose disciplinary sanctions on students and employees (consistent with local, state and federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct. A disciplinary sanction may include the completion of an appropriate rehabilitation program.

<u>Standards of Conduct</u>

Students: The unauthorized use, distribution, or possession of any controlled substance or illegal drug or alcohol in violation of Pennsylvania State Law on Cedar Crest College premises or at activities sponsored by or affiliated with the College is in violation of the Student Code of Conduct.

Employees: The sale, purchase, transfer, use or possession of illegal drugs by employees on College premises or while on College business is prohibited. Further, the use of any legally obtained drug, including alcohol, to the point where such use adversely affects the employee's job performance, is prohibited.

Criminal Sanctions Under Local, Pennsylvania, and Federal Law

The following description is a summary only and is not a substitute for legal advice. Anyone needing legal advice should consult an attorney.

City of Allentown: Please see the Commonwealth of Pennsylvania sanctions for alcohol for Title 18 § 6308.

Commonwealth of Pennsylvania:

Alcohol: A person less than 21 years of age commits a summary offense if he or she attempts to purchase, consume, possess, or knowingly and intentionally transport any liquor or malt or brewed beverage. Violations of this law are punishable by fines up to $500, imprisonment up to 90 days, and mandatory loss of driving privileges in the Commonwealth of Pennsylvania.

Misrepresentation of age to purchase alcohol is also punishable by fines up to $500, imprisonment up to one year and loss of driving privileges. Altering, selling, or manufacturing false identification is punishable by a fine of up to $1000 (first offense) and up to $2500 (second and subsequent offense) plus loss of driving privileges. Selling or furnishing alcoholic beverages to those under 21 is punishable by a mandatory fine of up to $1000 (first offense) and $2500 (second and each subsequent offense). All persons, while in the Commonwealth of Pennsylvania, are subject to the Pennsylvania Liquor Code and Crimes Code.

Pennsylvania law provides that a person with a blood alcohol content (BAC) or .08% or greater who operates a motor vehicle is considered driving under the influence and is subject to prosecution under Pennsylvania law.

Drugs: The Controlled Substance, Drug, Device and Cosmetic Act, 35 Pa. C.S.A. 780-101 et seq., establishes five schedules of controlled substances based on dangerous and medical uses. It prohibits the manufacture, distribution, sale or acquisition of controlled substances except in accordance with the Act as well as acquisition by misrepresentation, forgery, or the knowing possession of controlled substances.

Federal: The Federal drug laws, The Controlled Substances Act, 21 U.S.C. 801 et seq., are similar to the Pennsylvania Controlled Substances, Drug, Device and Cosmetic Act, but contain, for the most part, more severe penalties. Schedules of controlled substances are established, and the law prohibits the knowing or intentional manufacture, distribution, dispensing, or possession with intent to distribute or dispense a controlled substance. If the quantity of controlled substances is large (e.g., 1000 kg. of a mixture or substance containing marijuana), the maximum penalties are lifetime imprisonment, a $4,000,000 fine or both.

Lesser quantities of controlled substances (e.g., 100 kg. of a mixture or substance containing marijuana) result in maximum penalties of life imprisonment, a $2,000,000 fine, or both. The distribution of small amounts of marijuana for no remuneration or simple possession or a controlled substance carries a maximum of one year's imprisonment, a $5,000 fine, or both, with the penalties for the second offense doubling. Double or triple

penalties are imposed against persons 18 or older who distribute to person under the age of 21. Double penalties also apply to the distribution or manufacture of a controlled substance in or on or within 1000 feet of the property of a school or college.

Students who have been convicted under a state or federal law prohibiting the possession or sale of a controlled substance are ineligible for federal student aid for specific periods (ranging from one ear to an indefinite period depending on the nature of the offense and whether the student is a repeat offender).

Health Risks and Consequences

	Effect on Mind	Effect on Body	Overdose	Addiction Yes/No	Examples
Alcohol	Impairs coordination, judgment, reasoning, and memory.	Slurred speech, loss of motor coordination, weakness, headache, lightheadedness, blurred vision, dizziness, nausea, vomiting, low blood pressure, and slowed breathing.	Mental confusion, stupor, coma, or inability to wake up, vomiting, seizures, slow breathing (fewer than 8 breaths per minute), irregular breathing (10 seconds or more between breaths), hypothermia (low body temperature), bluish skin color, paleness.	Yes	Types: Beer, wine, liquor, and malt liquor
Depressants	Impairs memory, judgment, coordination, and can cause confusion; may induce sleep, relieve anxiety and muscle spasms,	Slurred speech, loss of motor coordination, weakness, headache, lightheadedness, blurred vision, dizziness, nausea, vomiting, low	Shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, and possible death.	Yes	Rx: Valium, Xanax, Halcion, Ativan, Klonopin, Restoril. Lunesta, Ambien, and Sonata Non-Rx: GHB, Rohypnol (Roofies)

	and prevent seizures.	blood pressure, and slowed breathing.			
Hallucinogens	Distortions of thought associated with time and space, confusion, anxiety, depression, paranoia, sleep problems.	Elevated heart rate, increased blood pressure, sweating, loss of appetite, tremors, sleeplessness, dilated pupils, impaired motor coordination.	Respiratory depression, coma, convulsions, seizures, and death due to respiratory arrest. LSD and shrooms: death due to suicide, accidents, and dangerous behavior.	Yes	Rx: N/A Non-Rx: MDMA, ecstasy, LSD, acid, shrooms, PCP, ketamine
Inhalants	Damages area of the brain responsible for thinking, moving, seeing, and hearing. Cognitive abnormalities range from mild impairment to severe dementia.	Slurred speech, loss of motor coordination, euphoria, slowed bodily functions, slight stimulation, loss of inhibition, loss of consciousness.	Loss of consciousness and/ or death, "Sudden sniffing death," Asphyxiation.	Yes	Names/Forms: Huff, Whippets, butane, aerosols
Marijuana	Memory and learning problems, and loss of coordination.	Sedation, bloodshot eyes, increased heart rate, increased appetite, and decreased blood pressure.	No deaths from overdose of marijuana have been reported.	Yes	Names/Forms: cannabis, weed, hash, 710 (oil), wax, budder, shatter

Opioids	When appropriately prescribed reduces tension and pain, anxiety, and aggression. Unwanted effects include drowsiness, inability to concentrate, and apathy	Slowed physical activity, constriction of the pupils, flushing of the face and neck, constipation, nausea, vomiting, and slowed breathing.	Constricted pupils, cold clammy skin, confusion, convulsions, extreme drowsiness, slowed breathing, coma, and respiratory failure	Yes	Rx: OxyContin, Vicodin, codeine, morphine, methadone, and fentanyl Non-Rx: Heroin
Stimulants	Produce a sense of exhilaration, enhance self-esteem, improve mental and physical performance, increase activity, reduce appetite, extend wakefulness for prolonged period, and “get high”. Chronic, high-dose use results in agitation, hostility, panic, aggression, and suicidal or homicidal tendencies. Paranoia may also occur.	Dizziness, tremors, headache, flushed skin, chest pain with palpitations, excessive sweating, vomiting, and abdominal cramps.	High fever, convulsions, and cardiovascular collapse.	Yes	Rx: Adderall, Concerta, Ritalin NonRx: Cocaine, methamphetamine
Tobacco	Increases dopamine stimulates the	Increased blood pressure, breathing and heart rate,	Nicotine poisoning, difficulty	Yes	Forms: Cigarettes, cigars, bidis, smokeless tobacco, Nicotine

	Central Nervous System.	chronic bronchitis, cancer, heart disease.	breathing, vomiting, fainting, headache, weakness and increased or decreased heart rate, possible death.		

Much of the above information is drawn from the U.S. Department of Justice's website. For more detailed information about the street names, short-term effects, long-term effects, trafficking trends, treatment resources and other information pertaining to these and other illicit drugs, please visit the National Institute on Drug Abuse.

Abuse of Prescription Drugs

The Centers for Disease Control and Prevention have classified prescription drug abuse as an epidemic. The 2011 Prescription Drug Abuse Prevention Plan expands upon the Obama Administration's National Drug Control Strategy and includes action in four major areas to reduce prescription drug abuse:

Education: A crucial first step in tackling the problem of prescription drug abuse is to educate parents, youth, and patients about the dangers of abusing prescription drugs, while requiring prescribers to receive education on the appropriate and safe use, and proper storage and disposal of prescription drugs.

Monitoring: Implement prescription drug monitoring programs (PDMPs) in every state to reduce "doctor shopping" and diversion and enhance PDMPs to make sure they can share data across states and are used by healthcare providers.

Proper Medication Disposal: Develop convenient and environmentally responsible prescription drug disposal programs to help decrease the supply of unused prescription drugs in the home.

Enforcement: Provide law enforcement with the tools necessary to eliminate improper prescribing practices and stop pill mills.

Drug and Alcohol Counseling Opportunities

Students

In-person College Counseling Services are located in Curtis Hall for all traditional students, and residential SAGE students. Services are offered free of charge for a wide range of issues revolving around substance abuse, misuse, dependency, and recovery. The staff provides services that span education/prevention, crisis intervention, and brief counseling.

Virtual Counseling is available to all students utilizing Telus Mental Health Services. Services are offered free of charge for a wide range of issues revolving around substance abuse, misuse, dependency, and recovery. Telus provides services that span education/prevention, crisis intervention, and brief counseling. More information can be found here.

Any contact with the Counseling Services staff is held in the strictest confidence. No information is reported to anyone except with written permission or in rare circumstances such as when the student presents a clear and imminent danger to him/herself or others, when the counselor is mandated to report the abuse of a child or elder, or when the court has ordered disclosure. The services the office provides may be from one session to ongoing sessions throughout the year.

Employees

An Employee Assistance Program (EAP) has been established to provide professional counseling and rehabilitation programs for staff that are in need of these services due to substance abuse. Supervisors or managers who are faced with an employee substance abuse problem may consult with the Office of Human Resources to determine an appropriate course of action. Resources that employees may consider using include:

Alcoholics Anonymous (AA)
https://www.aalv.org/

Lehigh County Drug & Alcohol
17 South Seventh St.
Allentown, PA 18101
610-782-3555
https://www.lehighcounty.org/Departments/Human-Services/Drug-Alcohol

College Sanctions (Students and Employees)

The College will impose appropriate sanctions on students or employees who violate the standards of conduct as set forth in the above sections.

Students: Violations of the Student Handbook will result in (a) disciplinary action as outlined in the Policies and Procedures section of the Student Handbook, and (b) legal action consistent with local, state and federal laws. Possible disciplinary actions include warning, probation, suspension from housing, educational programming, and other sanctions as deemed appropriate, including referral for prosecution. Please refer to the Student Handbook of the College website for more information. As permitted by the Family Educational Rights and Privacy Act (FERPA), the College may notify parents/guardians of a student who is under the age of 21 any time he or she is found responsible for violating the College's policies relating to alcohol or drug use.

Employees: In compliance with the Drug-Free Workplace Act of 1988, which requires prime federal contractors with contracts of $25,000 or more and direct federal grantees to certify the contracting and granting agencies

that they maintain a drug-free workplace, Cedar Crest College certifies that the requirements for providing a "drug-free workplace" have been established and enforced. The College prohibits unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including alcohol, in the workplace. Additionally, while the College respects the privacy of its employees, it also recognizes that it has an obligation to maintain a drug/alcohol free workplace because substance abuse can have a harmful effect on the learning environment. Therefore, employees are expected to report for work physically and mentally able to safely and effectively perform their essential functions. Compliance with this requirement is considered to be an essential job qualification for all faculty and staff. Violations of this policy will result in disciplinary action up to and including dismissal.

An Employee Assistance Program (EAP) has been established to provide professional counseling and rehabilitation programs for employees that are in need of these services due to substance abuse.

As a condition of employment/continued employment, all employees must abide by the provisions of this policy. Staff employed under the terms of a grant must notify the College of any drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction. The College will notify the contracting or granting agency within ten (10) days after receiving notice from an employee or from an outside agency of an employee's criminal drug statute conviction for conduct in the workplace. Within thirty (30) days of receiving notification of an employee's drug statute conviction, the College will initiate appropriate personnel actions, which may include imposing a sanction or requiring satisfactory participation in a drug abuse assistance or rehabilitation program through the EAP or another approved agency.

Prohibited Acts

The following acts and the causing thereof within the Commonwealth, including upon the campus of Cedar Crest College, are hereby prohibited:

1. The possession or use of illegal drugs as defined by federal or Pennsylvania law.
2. The manufacture, distribution, or intended distribution of illegal drugs is prohibited.
3. The possession or use of prescription medication in a manner other than is described on the prescription label including, but not limited to being in possession of or using prescription medication without a prescription is prohibited
4. The unauthorized distribution or intended distribution of prescription medication is prohibited.
5. The misuse of over-the-counter medications is prohibited.
6. The possession or use of drug paraphernalia (i.e., bongs, pipes, etc.), including those that are homemade, is prohibited. Drug paraphernalia includes any device that can be used to store, smoke, transport, etc., marijuana or other illegal drugs.
7. Residential students may also face discipline procedures related to the smell of marijuana in the residential facilities. Residents and guests will be held accountable if they are in a room/location where there is the odor of marijuana, even if the odor is "carried in" by a resident or guest. In addition, residents will be held accountable if there is the odor of marijuana coming from their room or person.

Cedar Crest College prohibits the unlawful possession, use, and sale of illegal drugs on campus. CCC Campus Police is responsible for the enforcement of federal and state drug laws.

Reasonable Suspicion or Mandated Screening

A student may be subject to testing at any time when the departmental chair or director, program director, or head of an academic unit or designee determines there is reasonable suspicion to believe the student is under the influence or using illegal or prohibited drugs. Students may also be subject to drug testing based upon the requirements of an academic program. Reasonable suspicion drug testing may be based on objective, reliable information as determined by the departmental chair or director, program director, or head of an academic unit or designee. Reasonable suspicion may include, without limitation:

1. Observed possession or use of substances appearing to be prohibited drugs.
2. Arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances.
3. Observed abnormal appearance, conduct or behavior reasonably interpretable as being caused by the use of prohibited drugs or substances. Among the indicators which may be used in evaluating a student's abnormal appearance, conduct or performance are class attendance, significant GPA changes, increased injury rate or illness, physical appearance changes, motivational level, emotional condition, mood changes and legal involvement.

If suspected, the departmental chair or director, program director or head of an academic unit, or designee will notify the student of the testing requirement, and the student must stay with a faculty or staff member until testing occurs. All testing will be performed by designated laboratories determined by the College. Testing shall be in accordance with industry standards and in accordance with any applicable federal and state laws. The collection procedures shall be designed to ensure the security and integrity of the specimen provided by each student and those procedures shall follow chain of custody guidelines.

Note: The possession and/or use of illegal substances may be determined by means other than urinalysis. The student is responsible for the cost of the drug screening.

Students who fail or refuse a drug test administered during their academic and co-curricular endeavors (i.e. nursing program, athletic team, etc.) will be subject to discipline up to and including expulsion.

Definitions and Terms

Administer - The direct application of a controlled substance, other drug or device, whether by injection, inhalation, ingestion or any other means, to the body of a patient or research subject.

Contraband - Any controlled substance, other drug, device or cosmetic possessed by a person not authorized by state of federal law to possess such controlled substance, other drug, device or cosmetic or obtained or held in a manner contrary to the provisions of this act. The foregoing includes, but is not limited to, medical marijuana.

Deliver/Delivery - The actual, constructive or attempted transfer from one person to another of a controlled substance, other drug, device or cosmetic whether or not there is an agency relationship.

Drug - (i) substances recognized in the official United States Pharmacopoeia, or official National Formulary or any supplement to either of them; and (ii) substances intended for use in the diagnosis, cure, mitigation, treatment or prevention of disease in human or other animals; and (iii) substances (other than food) intended to affect the structure or any function of the human body or other animal body; and (iv) substances intended for use as a component of any article specified in clause (i), (ii) or (iii), but not including devices or their components, parts or accessories.

Drug Paraphernalia - All equipment, products and materials of any kind that are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body a controlled substance in violation of this act.

Furnish - To supply, give or provide to or allow a minor to possess on premises or property owned or controlled by the person charged.

Manufacture - The production, preparation, propagation, compounding, conversion or processing of a controlled substance, other drug or device or the packaging or repackaging of such substance or article, or the labeling or relabeling of the commercial container of such substance or article, but does not include the activities of a practitioner who, as an incident to administration or dispensing such substance or article in the course of professional practice, prepares, compounds, packages or labels such substance or article. The term "manufacturer" means a person who manufactures a controlled substance, other drug or device.

Marijuana - Consists of all forms, species and/or varieties of the genus Cannabis sativa L., whether growing or not; the seeds thereof; the resin extracted from any part of such plant; and every compound, manufacture, salt, derivative, mixture or preparation of such plant, its seeds or resin and specifically includes medical marijuana, in all forms, as it is a Schedule I narcotic under Federal law. CBD is included in the prohibited materials in this policy as it may contain THC. For purposes of this policy, Marijuana shall not include products made from the mature stalks of such plant, fiber produced from such stalks, oil or cake made from the seeds of such plant, any other compound, manufacture, salt, derivative, mixture, or preparation of such mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of such plant which is incapable of germination and which is not used, or intended for use, for human consumption. For purposes of this policy, the term used for human consumption means either: (i) Ingested orally or (ii) Applied by any means such that THC may enter the human body. For purpose of this policy the term intended for use for human consumption means any of the following: (i) Designed by the manufacturer for human consumption; (ii) Marketed for human consumption; or (iii) Distributed, exported, or imported, with the intent that it be used for human consumption.

Narcotic - Any of the following, whether produced directly or indirectly by extraction from substances of vegetable origin, or independently by means of chemical synthesis or by a combination of extraction and chemical synthesis:

(i) opium, (ii) any opiate having an addiction forming or addiction sustaining capacity similar to morphine, but not including the isoquinoline alkaloids of opium, (iii) any compound, manufacture, salt, derivative, or preparation of opium or any opiate, and (iv) any substance, compound, manufacture, salt, derivative, or preparation thereof, which is chemically identical with any of the substances referred to in (i), (ii) or (iii).

Opiate - Any substance having an addiction-forming or addiction-sustaining liability similar to morphine or being capable of conversion into a drug having addiction- forming or addiction sustaining liability. It does not include the dextrorotatory isomer of 3-methoxy-nmethlmorphinan and its salts (dextromethorphan). It does include the racemic and levorotatory forms.

Prescription/Prescription Order - An order for a controlled substance, other drug or device for medication, which is dispensed to or for an ultimate user, but does not include an order for a controlled substance, other drug or device for medication which is dispensed for immediate administration to the ultimate user (e.g., an order to dispense a drug to a bed patient for immediate administration in a hospital is not a prescription order).

Production - The manufacture, planting, cultivation, growing or harvesting of a controlled substance, other drug, device and cosmetic.

Cedar Crest's Response to Sexual Assault, Stalking, Domestic Violence and Dating Violence

Cedar Crest College prohibits the offenses of sexual assault, staling, domestic violence and dating violence (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the college community. Toward that end, Cedar Crest issues this statement of policy to inform the campus community of our programs to address sexual assault, stalking, domestic violence and dating violence as well as procedures for institutional disciplinary action in cases of alleged dating violence domestic violence, sexual assault or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a College official.

Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

Domestic Violence

- 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 violence 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 violence or family violence laws of the jurisdiction in which the crime of violence occurred.
- For the purpose of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Dating Violence – 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 based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- For the purposes of this definition-
    - Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
    - Dating Violence does not include acts covered under the definition of domestic violence.
- For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Sexual Assault – An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the Nation Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim if incapable of giving consent."

- Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

Stalking

- Engaging in a course of conduct directed at a specific person that would cause a reasonable person to-
    - Fear of the person's safety or the safety of others; or
    - Suffer substantial emotional distress

- For the purposes of this definition-
  - *Course of conduct* means two or more acts, including but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
  - *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
  - *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- For the purposes of complying with the requirements of this section and section §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Policy on Discrimination, Harassment and Misconduct

Cedar Crest College is committed to providing a workplace and educational environment, as well as other benefits, programs, and activities, that are free from sexual harassment and retaliation for engaging in a protected activity.

Cedar Crest College values and upholds the equal dignity of all members of its community and strives to balance the rights of the parties in the grievance process during what is often a difficult time for all involved.

To ensure compliance with federal, state, and local civil rights laws and regulations, and to affirm its commitment to promoting the goals of fairness and equity in all aspects of the education program or activity, Cedar Crest College has developed policies and procedures that provide a prompt, fair, and impartial process for those involved in an allegation sexual harassment or retaliation.

Cedar Crest College does not discriminate in its admissions practices except as permitted by law, in its employment practices, or in its educational programs or activities on the basis of sex/gender. As a recipient of federal financial assistance for education activities, Cedar Crest College is required by Title IX of the Education Amendments of 1972 to ensure that all of its education programs and activities do not discriminate on the basis of sex/gender. Sex includes sex, sex stereotypes, gender identity, gender expression, sexual orientation, and pregnancy or parenting status.

Cedar Crest College also prohibits retaliation against any person opposing discrimination or participating in any discrimination investigation or complaint process internal or external to the institution. Sexual harassment, sexual assault, dating and domestic violence, and stalking are forms of sex discrimination, which are prohibited under Title IX and by Cedar Crest College policy.

Any member of the institutional community, guest, or visitor who acts to deny, deprive, or limit the educational, employment, residential, or social access, opportunities and/or benefits of any member of the Cedar Crest College community on the basis of sex is in violation of the Sexual Misconduct Policy.

Any person may report sex discrimination (whether or not the person reporting is the person alleged to have experienced the conduct), in person, by mail, by telephone, by video, or by email, to the Title IX Coordinator or Deputy Coordinators. A report may be made at any time (including during non-business hours) by utilizing the online reporting form, this form can be submitted anonymously.

Questions regarding Title IX, including its application and/or concerns about noncompliance, should be directed to the Title IX Coordinator. For a complete copy of the policy or for more information, please visit www.cedarecrest.edu/title-ix or contact the Title IX Coordinator.

Prohibited Conduct

Discrimination

Cedar Crest College is committed to providing leadership in extending equal opportunities to all individuals and prohibits any form of discrimination and harassment on the basis of sex, race, color, Published 8.24.2026 87 age, religion, national or ethnic origin, sexual orientation, gender identity or expression, pregnancy, marital or family status, medical condition, genetic information, veteran status, or disability in any decision making regarding admissions, employment, or participation in a College program or activity in accordance with the letter and spirits of federal, state, and local non-discrimination and equal opportunity laws , such as Title IX of the Education Amendments of 1972, Titles VI and VII of the Civil Rights Act of 1964, The Age Discrimination in Employment Act, The Americans with Disabilities and ADA Amendments Act, The Equal Pay Act and the Pennsylvania Human Relations Act.

When brought to the attention of the College, any such discrimination will be appropriately remedied according to the procedures outlined in this policy.

Harassment

Conduct that creates or attempts to create an intimidating, hostile or offensive environment for another person is prohibited. Such conduct includes, but is not limited to, action(s) or statement(s) that threaten harm or intimidate a person, stalking, voyeurism (or peeping), or any other form of unwanted contact. This policy also applies to harassment on the basis of race, color, religion, gender or sex, gender identity or expression, pregnancy, national origin, age, disability, sexual orientation, familial status or any other characteristic protected from discrimination under law.

Sexual Harassment

This policy prohibits any form of sexual harassment. Sexual harassment is defined as conduct on the basis of sex that satisfies one or more of the following:

- An employee of the College conditioning the provision of an aid, benefit, or service of the College on an individual's participation in unwelcome sexual conduct;
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the College's education program or activity; or

- "Sexual assault", "dating violence", "domestic violence" or "stalking" as defined above. Anyone experiencing sexual harassment in any College program is encouraged to report it online, to Cedar Crest's Title IX Coordinator or Deputy Coordinators, or by methods identified in the Complaint Resolution Process Section.

Some examples of possible sexual harassment include:

- A professor insists that a student have sex with him/her in exchange for a good grade. This is harassment regardless of whether the student complies with the request.
- A student repeatedly sends sexually oriented jokes/memes on an email list the student created, even when asked to stop, causing one recipient to avoid the sender on campus and in the residence hall in which they both live.
- Two supervisors frequently rate several employees' bodies and sex appeal, commenting suggestively about their clothing and appearance.

Consensual Relationships

There are inherent risks in any romantic or sexual relationship between individuals in unequal positions (such as faculty and student, supervisor and employee). These relationships may be less consensual than perceived by the individual whose position confers power. The relationships also may be viewed in different ways by each of the parties, particularly in retrospect.

Furthermore, circumstances may change and conduct that was previously welcome may become unwelcome. Even when both parties have consented at the outset to a romantic or sexual involvement, this past consent may not remove grounds for a later charge of a violation of application sections of the faculty/staff handbook. For the personal protection of members of this community, relationships in which power differentials are inherent (faculty-student, staff-student, administrator-student) are generally discouraged. Consensual romantic or sexual relationships in which one party maintains a direct supervisory or evaluative role over the other party are unethical.

Sexual Misconduct

This policy prohibits any form of sexual misconduct. Acts of sexual misconduct may be committed by any person upon any other person, regardless of the sex, gender, sexual orientation, and/or gender identity of those involved. The definition of consent below will be used in the interpretation and application of this policy:

Consent is

- knowing, and
- voluntary, and
- clear permission
- by word or action
- to engage in sexual activity.

Individuals may perceive and experience the same interaction in different ways. Therefore, it is the responsibility of each party to determine that the other has consented before engaging in the activity.

If consent is not clearly provided prior to engaging in the activity, consent may be ratified by word or action at some point during the interaction or thereafter, but clear communication from the outset is strongly encouraged.

For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Reasonable reciprocation can be implied consent. For example, if someone kisses you, you can kiss them back (if you want to) without the need to explicitly obtain their consent to being kissed back.

Consent can also be withdrawn once given, as long as the withdrawal is reasonably and clearly communicated. If consent is withdrawn, that sexual activity should cease within a reasonably immediate time.

Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous intimate relationship is not sufficient to constitute consent. If an individual expresses conditions on their willingness to consent (e.g., use of a condom) or limitations on the scope of their consent, those conditions and limitations must be respected.

Proof of consent or non-consent is not a burden placed on either party involved in a complaint. Instead, the burden remains on Cedar Crest College to determine whether its policy has been violated. The existence of consent is based on the totality of the circumstances evaluated from the perspective of a reasonable person in the same or similar circumstances, including the context in which the alleged misconduct occurred and any similar and previous patterns that may be evidenced.

The following are types of prohibited sexual misconduct under this policy:

- **Sexual Harassment (defined above)**
- **Non-Consensual Sexual Intercourse** is defined as any sexual penetration or intercourse (anal, oral, or vaginal) however slight with any object by a person upon another person that is without consent and/or by force.
  Sexual penetration includes vaginal or anal penetration by a penis, tongue, finger, or object, or oral copulation by mouth-to-genital contact or genital-to-mouth contact.
- **Non-Consensual Sexual Contact** is defined as any intentional sexual touching however slight with any object by a person upon another person that is without consent and/or by force.
  Sexual touching includes any bodily contact with the breasts, groin, genitals, mouth, or other bodily orifice of another individual or any other bodily contact in a sexual manner.
- **Sexual Exploitation** is defined as taking non-consensual or abusive sexual advantage of another; and the conduct does not fall within the definitions of sexual harassment, non-consensual sexual intercourse, or non-consensual sexual contact. Examples of sexual exploitation include, but are not limited to:
  - Sexual voyeurism (such as watching a person undressing, using the bathroom, or engaging in sexual acts without the consent of the person observed).

- Taking photographs, video recording, or audio recording of another in a sexual act or in any other private activity without the consent of all persons involved in the activity.
- Exceeding the boundaries of consent (such as allowing another person to hide in a closet and observe sexual activity or disseminating sexual pictures without the photographed person's consent).
- Engaging in sexual activity with another person while knowingly infected with human immunodeficiency virus (HIV) or other sexually transmitted disease (STD) without informing the other person of the infection.
- Administering alcohol or drugs (such as "date rape" drugs) to another person without the person's knowledge or consent.

- **Relationship Violence** includes domestic violence and dating violence which are defined as follows: "Domestic violence" means felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of victim services, includes the use or attempted use of physical abuse or sexual abuse, or pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by a person who-
  - is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;
  - is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
  - shares a child in common with the victim; or
  - commits acts against a youth or adult victim who is protected from those acts under family or domestic violence laws of the jurisdiction.
- **Dating Violence** means violence committed by a person-
  - Who is or has been in a social relationship of a romantic in intimate nature with the victim; and
  - Where the existence of such a relationship shall be determined based on a consideration of the following factors:
    - The length of the relationship
    - The type of relationship
    - The frequency of interaction between the persons involved in the relationship
- **Stalking** is defined as course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. Examples include, but are not limited to:
  - Sending multiple unwanted text messages, phone calls, or electronic communications.
  - Following, watching, photographing, or otherwise tracking an individual without his or her permission.
  - Sending unwelcome gifts, notes, or other items to another person.
- **Retaliation** is defined as any adverse action taken against a person participating in a protected activity because of the participation in that protected activity. Retaliation against an individual for engaging in a

protected activity, including, but not limited to a good faith allegation of harassment or discrimination, supporting a reporting party or for assisting in providing information relevant to a claim of harassment or discrimination is a serious violation of College policy and will subject such individuals to disciplinary action up to and including expulsion. Acts of alleged retaliation should be reported immediately to the Title IX Coordinator and will be promptly investigated. In the event the Title IX Coordinator is the individual at issue, allegations of retaliation should be reported to the Provost. Cedar Crest College will take all appropriate actions to protect individuals who fear, in good faith, that they may be subjected to retaliation.

- **Other Offenses** this policy prohibits offenses of discriminatory, harassing, and/or retaliatory nature not included in the previous sections as follows:
    - Intimidation, defined under this policy as implied threats or acts that cause a reasonable fear of harm in another on the basis of actual or perceived membership in a protected class.
    - Hazing, defined under this policy as any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in, a group or organization. The express or implied consent of the victim will not be a defense.
    - Bullying, defined under this policy as repeated and/or severe behavior that is likely to intimidate or intentionally harm or control another person physically or emotionally, and which is not protected by freedom of expression. This includes behavior that may occur online (also known as cyber bullying), in person, by telephone, mail, or any other action, device or method.
    - Violation of any other College rule, when it is motivated b sex or gender or the actual or perceived membership of the victim in a protected class, may be pursued using this policy and process.

Jurisdictional Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

- **Domestic Violence:** Under Pennsylvania law, “domestic violence” means the occurrence of one or more of the following acts between family or household members: intentionally, knowingly, or recklessly causing or attempting to cause bodily injury; placing, by physical menace, another in fear of imminent serious bodily injury; or other acts specified in 71 P.S. § 180-3(e) (formerly § 2333(e) of the Administrative Code of 1929).

  Under Pennsylvania Protection From Abuse Act, however, “abuse” is defined as the occurrence of one or more of the following acts between family or household members, sexual or intimate partners or persons who share biological parenthood: (1) Attempting to cause or intentionally, knowingly or recklessly causing bodily injury, serious bodily injury, rape, involuntary deviate sexual intercourse, sexual assault, statutory sexual assault, aggravated indecent assault, indecent assault or incest with or without a deadly weapon. (2) Placing another in reasonable fear of imminent serious bodily injury. (3) The infliction of false imprisonment pursuant to 18 Pa.C.S. § 2903 (relating to false imprisonment). (4) Physically or sexually abusing minor children, including such terms as defined in Chapter 63 (relating to child protective services). (5) Knowingly engaging in a course of conduct or repeatedly committing acts toward another

person, including following the person, without proper authority, under circumstances which place the person in reasonable fear of bodily injury. The definition of this paragraph applies only to proceedings commenced under this title and is inapplicable to any criminal prosecutions commenced under Title 18 (relating to crimes and offenses).

The Clery Act defines Domestic Violence as 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;
- 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.

- **Dating Violence:** Dating Violence is not specifically defined by Pennsylvania state statute.

  The Clery Act defines Dating Violence as 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 with consideration of the length of the relationship, the type of prelateship, and the frequency of interaction between the person involved in the relationship.

- **Sexual Assault:** under Pennsylvania law, sexual assault occurs when a person engages in sexual intercourse or deviant sexual intercourse with a complainant without the complainant's consent.
  The Clery Act defines Sexual Assault as any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. This includes rape, fondling, incest, and statutory rape as defined by the Clery Act.

- **Rape:** Under Pennsylvania law, rape occurs when a person engages in sexual intercourse with a complainant: (1) by forcible compulsion; (2) by threat of forcible compulsion that would prevent resistance by a person of reasonable resolution; (3) who is unconscious or where the person knows that the complainant is unaware that the sexual intercourse is occurring; (4) where the person has substantially impaired the complainant's power to appraise or control his or her conduct by administering or employing, without the knowledge of the complainant, drugs, intoxicants or other means for the purpose of preventing resistance; or (5) who suffers from a mental disability which renders the complainant incapable of consent.
  The Clery Act defines Rape as the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

- **Stalking:** 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.
  The Clery Act defines Stalking as 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.

- **Consent:** The state of Pennsylvania does not have a definition of consent, in relation to sexual activity. The college defines consent as follows: Consent is knowing, voluntary, and clear permission by word or action to engage in mutually agreed upon sexual activity. Since individuals may experience the same interaction in different ways, it is the responsibility of each party to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Consent to a specific sexual contact (such as kissing or fondling) cannot be presumed to be consent for another specific sexual activity (such as intercourse). A current or previous dating relationship is not sufficient to constitute consent. Silence or the absence of resistance alone is not consent. The existence of consent is based on the totality of the circumstances, including the context in which the alleged incident occurred. Individuals can withdraw consent at any time during sexual activity by expressing in words or actions that they no longer want the act to continue, and, if that happens, the other person must stop immediately.

Scope/Jurisdiction/Application

This policy applies to allegations of discrimination, harassment and/or retaliation that occur on College property or at College sponsored events within the United States, that are part of the College educational mission and related activities, and is limited to locations, events, or circumstances over which the College exercised substantial control over both the Responding Party and the context in which the harassment occurs, and also includes any building owned or controlled by a student organization that is officially recognized by the College. This policy may also apply to allegations of discrimination, harassment, and retaliation that occur off-campus or to actions online when the Title IX Coordinator or Deputy Coordinators determines that the off-campus or online conduct has an on-campus impact or impact on the educational mission of the college.

Such impact includes:

- Any action that constitutes a criminal offense as defined by federal, state, or local law;
- Any situation where it appears that the Responding Party may present a danger or threat to the health or safety of self or others;

- Any situation that significantly impinges upon the rights, property, or achievements of others or significantly breaches the peace and/or causes social disorder; and or
- Any situation that is detrimental to the educational interest of the College.

Reporting Responsibilities

All College employees who are aware of or witness discrimination, harassment, sexual misconduct, or retaliation are required to promptly report to the Title IX Coordinator or a Deputy Coordinator; or to the Director of Human Resources or his/her designee if the complaint relates to discrimination in employment. Any student who is aware of or who witnesses discrimination, harassment, sexual misconduct, or retaliation is encouraged to promptly report to the Title IX Coordinator or a Deputy Coordinator. All initial contacts will be treated with the maximum possible privacy: specific information on any complaint received by any party will be reported to the Title IX Coordinator or Deputy Coordinator, but, subject to the College's obligation to investigate and redress violations, every reasonable effort will be made to maintain the privacy of those initiating a report of a complaint. In all cases, the College will give consideration to the Reporting Party with respect to how the complaint is pursued but reserves the right, when necessary to protect the community, to investigate and pursue a resolution when an alleged victim chooses not to initiate or participate in a formal complaint.

Procedures the College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported

The College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as changes to housing, academic, protective orders, transportation and working situations, if reasonably available. The College will make such accommodations or protective measures, if the victim requests them and if they are reasonable available, regardless of whether the victim chooses to report the crime to Campus Police or local law enforcement. Students and employees should contact:

Dr. Amy Porter
Assistant Dean of Students
Title IX Coordinator
320 Cressman Library
610-424-8286
amy.porter@cedarcrest.edu

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, below are the procedures that the College will follow:

Incident Being Reported	Procedure Institution Will Follow
Sexual Assault	1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care 2. Institution will assess immediate safety needs of complainant 3. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 4. Institution will provide complainant with referrals to on and off campus mental health providers 5. Institution will assess need to implement interim or long-term protective measures, if appropriate. 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" directive to accused party if deemed appropriate 8. Institution will provide written instructions on how to apply for Protective Order 9. Institution will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution 10. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is 11. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation
Stalking	1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" directive to accused party if deemed appropriate

Dating Violence	1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" directive to accused party if deemed appropriate
Domestic Violence	1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department 3. Institution will provide written instructions on how to apply for Protective Order 4. Institution will provide written information to complainant on how to preserve evidence 5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "No trespass" directive to accused party if deemed appropriate

Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- The procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- Information about how the institution will protect the confidentiality of victims and other necessary parties;
- A statement that the institution will provide written notification to students and employees about victim services with institution and in the community;

- A statement regarding the institution's provisions about options for available assistance in, and how to request accommodations and protective measures; and
- An explanation of the procedures for institutional disciplinary action

Rights of Victims and the Institution's Responsibilities for Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution

Cedar Crest College complies with Pennsylvania law in recognizing orders of protection. Pennsylvania offers three different civil protection orders, including protection from abuse orders, sexual violence protection orders, and protection from intimidation orders. The qualifications for these protection orders vary per order. For more information about obtaining a civil protection order, contact Campus Police, The Title IX Coordinator, Crime Victims Council of the Lehigh Valley (https://cvclv.org), Turning Point of the Lehigh Valley (https://turningpointlv.org/), or an attorney to discuss your options.

Protection from Abuse Orders (PFA) is a court order issued by a judge that can provide you protective "relief" from someone who is abusing you, for up to three years. An individual who is 18 years of age or more, or teens and children who are accompanied by a parent, an adult household member, or a guardian ad litem, can go to court and ask for a PFA. A PFA can make it illegal for the abuser to contact you or your children.

Sexual Violence Protection Order (SVPO) is a court order designed to protect victims of sexual violence for further abuse and/or intimidation by their abuser, regardless of whether or not criminal charges have been filed against the perpetrator. Similar in many ways to a PFA, the key difference lies in the relationship between the abuser and victim. While PFAs require an intimate or household relationship between two parties, a SVPO does not and is available to victims of sexual violence who are at continued risk of harm from their perpetrator.

Protection from Intimidation Order (PFI) is appropriate in cases of harassment and stalking where the victim and the perpetrator does not have and have never had a family, household, or intimate partner relationship AND the victim is under the age of 18 AND the defendant is over the age of 18. PFIs cannot be granted in cases involving two minors, two adults, or where a minor is harassing or stalking an adult. PFIs must be filed by an adult (parent, guardian, or adult household member) on behalf of the minor victim.

Any member of the campus community who obtains an order of protection from Pennsylvania or any reciprocal state (to register an out of state protection order in Pennsylvania, you must get a certified copy of you protection order from the court that issued it and then file it with the Prothonotary in the county where you are living or staying), should provide a copy to Campus Police and Local Law Enforcement. A complainant may then meet with Campus Police to develop a Safety Plan, which is a plan for Campus Police personnel and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to; escorts, special parking arrangements, changing classroom locations, etc.

The College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).

The College may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the College receives a report that such an institutional no contact order has been violated, the College will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

Role of the Title IX Coordinator and Deputy Coordinators

The Title IX Coordinator and Deputy Coordinators are charged with coordinating the College response to reports of misconduct under this policy. The Title IX Coordinator and Deputy Coordinators do not serve as advocates for either the Reporting or Responding Party but rather for all parties involved, thus the roles are to be neutral throughout the process. The Title IX Coordinator or Deputy Coordinators will explain to both parties the informal and formal processes outlined below and the provisions for confidentiality. Where appropriate, the Title IX Coordinator or Deputy Coordinators will provide to both parties' information on options for obtaining advocacy, medical and counseling services, and making criminal reports, and will assist with providing information on other resources. The Title IX Coordinator and Deputy Coordinators will coordinate with other campus officials to take appropriate interim actions such as no contact orders, academic accommodations, and rearrangement of housing and work assignments. The Title Coordinator and Deputy Coordinators are as follows:

Title IX Coordinator

Dr. Amy Porter
Assistant Dean of Students
Title IX Coordinator
320 Cressman Library
610-424-8286
amy.porter@cedarcrest.edu

Title IX Deputy Coordinators

Olivia Miller Martinez
Director of Student Engagement
318 Tompkins College Center
484-229-5688
Olivia.martinez@cedarcrest.edu

Dr. Calley Stevens Taylor
VP of Student Success & Engagement
Dean of Students
321 Cressman Library
484-640-5701
cstaylor@cedarcrest.edu

Accommodations and Protective Measures Available for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Cedar Crest will provide written notification to students and employees about accommodations available to them, including academic, living, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for

the individual or office that should be contacted to request the accommodations). At the victim's request, and to the extent of the victim's cooperation and consent, college offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working, protective measures regardless of whether the victim chooses to report the crime to Campus Police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc. To request changes to academic, living, transportation and/or working situations or protective measures, or if the victim wishes to receive assistance in requesting these accommodations, she or he should contact:

Dr. Amy Porter
Assistant Dean of Students
Title IX Coordinator
320 Cressman Library
610-424-8286
amy.porter@cedarcrest.edu

On and Off Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Cedar Crest will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement. These resources include the following:

On Campus	Types of Services	Service Provider	Contact Information
Counseling	Mental Health, Substance Abuse, Mental Health Crisis Intervention	Cedar Crest Health & Counseling Services	Health & Counseling Services, Curtis Hall, Room 106 610-606-4640
Health	First-aid, Treatment of minor injuries, health education, physicals, referrals to community resources	Cedar Crest Health & Counseling Services	Health & Counseling Services, Curtis Hall, Room 106 610-606-4640
Victim Advocacy	Victim Resources, Victims of Abuse Assistance, Investigations, Victims Rights and Responsibilities, Incident Reporting	Dean of Students/Title IX Coordinators Office	Cressman Library, Room 320 610-424-8286
Legal Assistance	Not Offered On Campus (See Off Campus)		

Visa & Immigration	International Student Services, Visa Assistance, English as a Second Language	International Student Services	Allen House, Rooms 202 and 203 484-229-5795 or 484-229-5691
Student Financial Aid	Grant Assistance, Financial Aid Services, Tuition & Financial Aid questions, Initial Loan Counseling	Financial Aid Office	Blaney Hall, Room 105 610-606-4602

Off Campus	Types of Services	Service Provider	Contact Information
Counseling	Substance Abuse, Mental Health, Crisis Intervention, Suicide Prevention, Counseling	Substance Abuse & Mental Health Services Telus Health LVHN-Muhlenberg Campus Lehigh County Crisis Intervention National Suicide Prevention Hotline	1-800-662-HELP (4357) Text 741-741 Or Suicide Prevention Lifeline: 833-456-4566 LVHN-Muhlenberg 2545 Schoenersville Rd. 484-884-2521 610-782-3127 Dial 988 Or Text PA to 741741
Health	Medical Assistance, Medical Emergencies, SAFE/SANE Nurse for Victims of Sexual Assault	Lehigh Valley Hospital-Cedar Crest Lehigh Valley Hospital-Muhlenberg St. Luke's Hospital-Anderson Campus	LVH-Cedar Crest- 1200 South Cedar Crest Blvd. 610-402-8027 LVH- Muhlenberg- 484 Schoenersville Rd. 484-884-2521 1872 St. Luke's Blvd. 484-503-3000
Victim Advocacy	Services to Victims or Violence, Rape, Domestic Abuse	Lehigh Valley Crimes Victim Council Turning Point of Lehigh Valley PA Coalition Against Rape PA Coalition Against Domestic Violence	Crime Victims Council LV- 610-437-6610 Turning Point LV- 610-437-3369 888-772-7227 800-799-7233

Legal Assistance	Attorney Referral and Information	The Attorney Referral & Information Service (Lehigh County)	610-433-6204
Visa and Immigration	Visa and Immigration Services	United States Immigration Services	1-800-375-5283
Student Financial Aid	FAFSA Assistance, Loan Application, General Information	U.S Federal Student Aid	1-800-433-3243

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

Rape, Abuse and Incest National Network: http://www.rainn.org

Department of Justice: https://www.justice.gov/ovw/sexual-assault

Department of Education, Office for Civil Rights: http://www2.ed.gov/about/offices/list/ocr/index.html

Police Reporting

In addition to required campus reporting, reports may also be submitted to the police and/or Campus Police, especially if a crime is or may be involved, by calling the following numbers:

- Emergency: 911
- City of Allentown (non-emergency number): 610-437-7751
- Cedar Crest Campus Police (24 hours): 610-437-4471

Federal Timely Warning Obligations

Victims of sexual misconduct should be aware that College administrators must issue timely warnings for incidents reported to them that represent a serious or continuing threat to students or employees. The College will withhold a victim's name and other identifying information while providing enough information for community members to make safety decisions in light of the potential danger.

Complaint Resolution Process

The College will respond to any alleged violation of this policy received by the Title IX Coordinator or Deputy Coordinators. This section outlines which in which offenses can be reported by individuals choosing to pursue complaint options.

Confidentiality and Reporting of Offenses

Cedar Crest College will make every effort to safeguard the identities individuals who seek help and/or report domestic violence, dating violence, sexual assault, stalking, discrimination, harassment and/or retaliation. While steps are taken to protect the privacy of victims, the College's ability to respond may be limited in the event of a request for confidentiality. The College may need to investigate an incident and take action once an allegation is known whether or not the reporting individual chooses to pursue a complaint.

When a report is made, personally identifiable information (name of Reporting Party, name of Responding Party, etc.) may be initially withheld in cases where the victim is hesitant to come forward. Subsequently, campus officials may need additional information. The College's Title IX Coordinator or Deputy Coordinators will conduct an initial inquiry, looking for any indication of pattern, predation, violence, or threat. When such exists, institutional action may be required in an effort to ensure campus safety.

Personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with person who have a specific need-to-know, i.e., those who are investigating/adjudicating the report of those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the College will maintain as confidential any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impede the ability of the College to provide the accommodations or protective measures.

No employee should ever promise absolute confidentiality except those as described below. Reports may be private, but not confidential. Reports to police and/or Title IX officials do not obligate the Reporting Party to file any criminal or College conduct charges.

The College will not pursue disciplinary action for improper use of alcohol or other drugs against an alleged victim of sexual misconduct or against another student who shares information as either a witness to or as reporter of sexual misconduct as long as the report is made in good faith.

The College does not publish the names of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.* Additionally, it a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Deliberately false and/or malicious accusations of discrimination, harassment, or retaliation, as opposed to complaints which, even if erroneous, are made in good faith, are just as serious an offense as discrimination, harassment, or retaliation and will be subject to appropriate disciplinary action.

Complaints and reports should be made as soon as possible after an incident.

Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible at St. Luke's Hospital- Anderson Campus, Lehigh Valley Health Network-Muhlenberg or Lehigh Valley Health Network- Cedar Crest.

In Pennsylvania, evidence may be collected even if you choose not to make a report to law enforcement. You may request a forensic rape kit and remain anonymous if you so choose to do so, and will not be charged for the examination.

It is important that a victim or sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, dating violence, and stalking are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College adjudicators/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Police or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the College at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Involvement of Law Enforcement and Campus Authorities

While the College strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus law enforcement and/or local police), it is the victim's choice whether or not to make such a report. Additionally, victims have the right to decline to notify law enforcement. However, the Title IX Coordinator and Deputy Coordinators will assist any victim with notifying law enforcement if the victim so chooses. The following police departments may be reached directly by calling or in person.

- Local Police: Emergency 911
- City of Allentown Police (non-emergency number): 610-437-7751
  425 Hamilton St.
  Allentown, PA 18101
- Campus Police (24 hours a day): 610-437-4471

Seek immediate medical attention. Do not change clothing, shower, bathe, brush teeth, or douche. Delay the above and going to the bathroom (if possible) until you are examined as this preserves evidence of the assault. Medical attention should be accessed at a local hospital.

- Lehigh Valley Hospital – Muhlenberg: 610-402-8000
- St. Luke's Hospital – Anderson Campus: 454-526-4000
- Lehigh Valley Hospital – Cedar Crest: 610-402-8027

Seek emotional support. It is important that you talk about this issue and that you tell someone you trust.

<u>On-Campus</u>

- Health & Counseling Services: 610-606-4640

Off-Campus

- Crime Victims Council of the Lehigh Valley: 610-437-6610
- Turning Point of the Lehigh Valley: 610-437-3369
- Telus Mental Health: Text 741-741 or call 833-456-4566

Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault and Stalking

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident:

Title IX Coordinator

Dr. Amy Porter
Assistant Dean of Students
Title IX Coordinator
320 Cressman Library
610-424-8286
amy.porter@cedarcrest.edu

Title IX Deputy Coordinators

Olivia Miller Martinez
Director of Student Engagement
318 Tompkins College Center
484-229-5688
Olivia.martinez@cedarcrest.edu

Dr. Calley Stevens Taylor
VP of Student Success & Engagement
Dean of Students
321 Cressman Library
484-640-5701
cstaylor@cedarcrest.edu

Team Members

Kim Alarcon
Director of Human Resources
203 Blaney Hall
484-229-4209
Kimberly.alarcon@cedarcrest.edu

Ingrid Martz
Aquatic Specialist/Lifeguard
Rodale Aquatic Center
484-229-5621
Ingrid.martz@cedarcrest.edu

Dr. Michael Salter
Assistant Professor of Criminal Justice
237 Curtis Hall
484-656-7011
Michael.salter@cedarcrest.edu

Jonathan Summers
Director of International Student Services
202 Allen House
484-229-5795
Jonathan.summers@cedarcrest.edu

Lisa Johnson
Director of Persistence Support Resources
319 Cressman Library
484-640-5203
lisa.johnson@cedarcrest.edu

This can be done by calling, writing or coming into any team members office to report in person or Campus Police if the victim so chooses. Reports of all domestic violence, dating violence, sexual assault and stalking made to Campus Police will automatically be referred to the Title IX Coordinator for investigation regardless of it the complainant chooses to pursue criminal charges.

Adjudication of Violations

The College's disciplinary process includes a prompt, fair, and impartial process from the initial investigation to the final result. In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within the timeframe specified in each policy the institution maintains. However, each procedure allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

- The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;
- The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meetings and hearings;
- The College's disciplinary procedures will not be conducted by officials who have conflict of interest or bias for or against the accuser or the accused;
- The accuser and the accused will have the same opportunities to have others present during any college disciplinary proceeding. The accuser and the accused each have the opportunity to be advised any an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the accuser of the accused in any meeting or College disciplinary proceeding.
- The accuser and the accused will be notified simultaneously, in writing, of the initial, interim and final decision of any of the disciplinary proceedings; and
- Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the College disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified

simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

Whether or not criminal charges are filed, the College or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee):

Types of Disciplinary Proceedings Utilized in Cases of Alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking are Found in The Cedar Crest College Sexual Misconduct Policy

Options for Filing A Report Include:

- **Anonymous and Third-Party Reporting:** The Title IX Coordinator and the Deputy Coordinators accept anonymous and third-party reports of conduct alleged to violate this policy and will follow up on such reports. The individual making the report is encouraged to provide as much detailed information as possible to allow the Title IX Coordinator or Deputy Coordinators to coordinate an investigation and respond as appropriate. The College may be limited in its ability to investigate an anonymous or third-party report unless sufficient information is provided.
- **Confidential Reporting:** If a Reporting Party would like the details of an incident to be kept confidential, the Reporting Party may speak with a member of the Health & Counseling Services staff on campus. Off campus they may speak with counselors, health services providers, victim advocates, domestic violence resources, local or state assistance agencies, or members of the clergy who are permitted by law to maintain confidentiality (except in extreme cases of immediacy of threat or danger or abuse of a minor). These sources may submit anonymous statistical information for timely warning and Clery Act purposes. If a Reporting Party is unsure of a resources' ability to maintain confidentiality, the Reporting Party is advised to ask them before talking to them.
- **Private Reporting:** Reports to College employees who are not confidential resources listed above should be treated with the maximum possible privacy. If a Reporting Party is unsure of a resource's ability to maintain privacy, the Reporting Party is advised to ask them before talking to them. The resource will be able to explain the resource's reporting obligations and help a Reporting Party make decisions about who is in the best position to help. If personally identifiable information is shared, it will be shared with as few people as possible under the circumstances and efforts will be made to protect privacy to the greatest extent reasonably possible.
- **Formal Reporting:** A Reporting Party is encouraged to speak to College officials, such as the Title IX Coordinator or Deputy Coordinators, Campus Police, to make a formal report. A Reporting Party has the right, and can expect, to have reports taken seriously by the College when formally reported and to have those incidents investigated and properly resolved through these procedures or resolved through informal measures. Formal reporting still affords privacy to the Reporting Party and only a small group of officials who need to know will be told. Information will be shared as necessary with investigator(s), witnesses, the Responding Party, and a hearing board if deemed appropriate. The number of people with this knowledge will be kept as few as reasonably possible to preserve a Reporting Party's rights and privacy.

- **Criminal Reporting:** If someone is in immediate danger or is a victim of a crime, call 911. Some acts of discrimination and harassment may also be crimes, such as sexual assault or stalking. Allegations of criminal conduct should be reported to law enforcement even when it is not clear whether the conduct rises to the level of a crime. Regardless, law enforcement can assist with obtaining medical care, getting immediate law enforcement response and protection, connecting with victim advocate services and counseling support, initiating a criminal investigation as appropriate, and answering questions about the criminal process.

Informal Resolution Process

Informal resolution is an alternative to the formal complaint resolution process after a formal complaint has been made to the Title IX Coordinator or Title IX Deputy Coordinators. The Title IX Coordinator will determine if informal resolution is appropriate, based on the willingness of the parties and the nature of the alleged conduct. Sanctions are generally not pursued as the result of an informal resolution process, though the parties may agree to appropriate remedies. The Title IX Coordinator will keep records of any resolution that is reached. The College reserves the right to cancel informal resolution if sufficient evidence suggests a formal investigation, or other sanctions or remedies may be necessary and appropriate.

To pursue informal resolution, it is necessary to first make a formal complaint. Anyone participating in informal resolution can stop that process at any time and request to continue through the formal process.

Except in cases involving criminal activity and/or sexual assault, an employee or student alleging discrimination, harassment and/or retaliation against an employee under this policy is encouraged to consider an informal resolution. If it is appropriate, an attempt to facilitate an informal resolution of the matter will be made. In the event that an informal resolution is not reached, is not appropriate, or is not pursued, the student or employee who is alleging the discrimination, harassment, or retaliation may continue with the formal resolution process.

Formal Resolution Process

Filing a Complaint: Any individual who believes that this policy has been violated should contact the Title IX Coordinator or any Deputy Coordinator. The complainant or the individual making the report may electronically submit a formal complaint form available on the College website for purposes of reporting an incident or incidents in writing; however, verbal reports of an incident or incidents shall be accepted, documented and the procedures of this policy and the related grievance procedures followed.

- **Complaint Intake:** Following receipt of notice or a complaint, the Title IX Coordinator or Deputy Coordinator will make an initial determination as to whether the information has merit to reasonably indicate there may have been a violation of College policy. After this Initial Inquiry step has been completed, if it appears a violation may have occurred, an investigation of the complaint will begin. If the complaint does not appear to allege a policy violation or if informal resolution is desired by the Reporting Party and appears appropriate given the nature of the alleged behavior, then the complaint does not proceed to investigation. An investigation will be pursued if there is sufficient information to suggest a

policy violation, a pattern of misconduct, and/or a perceived threat of further harm to the community or any of its members may exist. Notwithstanding the above, if the conduct alleged in a formal complaint would not constitute sexual harassment even if proved, did not occur in the College's education program or activity, or did not occur against a person in the United States, then the complaint will be dismissed with regard to the alleged conduct.

- **Supportive Measures:** The College will offer supportive measures to the parties upon notice of alleged discrimination, harassment, and/or retaliation and may take additional prompt remedial and/or disciplinary action with respect to any member of the community, guest, or visitor who has violated this policy.

  Supportive measures are non-disciplinary, non-punitive individualized services offered to the parties as appropriate, as reasonably available and without fee or charge. Such measures are designed to preserve equal access to the College's education program or activity without unreasonably burdening the other party. Supportive measures include but are not limited to: no contact orders, no trespass notices, providing counseling and/or medical services, academic support, living arrangement adjustments, providing a campus escort, academic or work schedule and assignment accommodations, safety planning, and referral to campus and community resources.

  The College may remove, on an emergency basis, a student or student organization or place an employee on administrative leave pending the completion of the investigation and procedures provided that there is an immediate threat to the physical health or safety of any student or other individual arising from the allegations. Prior to any emergency removal, the College shall provide the student, student organization or employee with reasonable notice and an opportunity to challenge the decision immediately following the removal.

  During a removal or administrative leave, a student or employee may be denied access to College housing and/or the College campus, facilities, computer network, resources and/or events, either entirely or with specific application. As determined by the appropriate administrative officer, this restriction includes classes and/or all other College activities or privileges for which the individual might otherwise be eligible. At the discretion of the appropriate administrative officer, alternative coursework options may be pursued to ensure as minimal an impact as possible on the Responding Student. At the discretion of the appropriate administrative officer, alternative employment/work options may be pursued to ensure as minimal an impact as possible on the Responding Employee.

- **Notice of Allegations:** At the onset of the investigation, the parties shall be provided with a written notice of allegations which includes the following;
  - a copy of the College's grievance process as outlined in this policy; and
  - notice of the allegations of sexual harassment, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview;
  - a statement that the Responding Party is presumed not responsible for the alleged conduct;

- a statement that the parties are entitled to an advisor of their choice;
- statement the parties may inspect and review evidence; and
- notice of any provisions in the Code of Conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process. If the Responding Party is an employee, the written notice will be copied to Human Resources.

If, in the course of an investigation, the College decides to investigate allegations concerning the parties that are not included in the notice provided pursuant to this section, the College must provide notice of the additional allegations to the parties whose identities are known.

- **Investigation:** If a Reporting Party wishes to pursue a formal complaint or if the College determines an investigation is necessary, the Title IX Coordinator will assign an investigator, usually within five business days of determining that a complaint should proceed. Investigations will be thorough and impartial and will entail interviews with relevant parties and witnesses, and obtaining available evidence. Both the Reporting Party and the Responding Party will have the opportunity to present witnesses with information pertinent to the alleged sexual harassment, sexual misconduct or sexual assault, and any relevant information. The investigator will document the proceedings. Every effort will be made to avoid conflict of interest (real or perceived) during the Investigation and overall Title IX process. The College aims to complete investigations within 60 days, which can be extended as necessary for reasonable cause by the Title IX Coordinator with notice to the parties. An investigation may take longer when initial complaints fail to provide direct first-hand information. The College may undertake a short delay when criminal charges are being investigated. Reporting Parties will be informed, at regular intervals, of the status of the investigation. College action will continue regardless of the status of civil or criminal charges involving the same incident. A Reporting Party may proceed with both a criminal charge and a request for a College resolution simultaneously.

  The Investigator shall prepare an Investigative Report which summarizes the investigation process and related evidence. Prior to completion of the investigative report, the College will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy. The parties will have ten (10) days to submit a written response to the evidence, which the Investigator will consider prior to completion of the investigative report.

  Upon receipt of the final Investigative Report, the Title IX Coordinator will forward the report to the parties involved at least ten (10) days prior to a hearing. The Title IX Coordinator will also forward the report to the Title IX deputy overseeing the case, to prepare the Decision Maker for review.

- **Hearings:** The College shall hold a live hearing for a determination of responsibility. At the conclusion of the hearing, the Decision Maker(s) shall determine if this policy has been violated by using a preponderance of the evidence standard. A finding of a policy violation by a preponderance of the evidence means that it is more likely than not that the policy violation occurred. If it is decided that no policy violation has occurred or that there is insufficient evidence, then the process will end, subject to the appeal process.

Following the hearing, the Decision Maker(s) shall issue a written determination regarding responsibility of the alleged conduct. The written determination shall be provided to the parties simultaneously. The Decision Maker shall also provide a copy of the written determination to the Title IX Coordinator. The determination will become final either on the date of notice of a written determination of the result of an appeal, if any, or, if no appeal is filed, the date on which an appeal would no longer be considered timely.

- **Sanctions:** Sanctions will be issued by the Decision Maker(s) in consultation with the Title IX Coordinator. Factors considered when determining a sanction may include, but are not limited to:
    - The nature of, severity of, and circumstances surrounding the violation
    - The Responding Party's disciplinary history
    - Previously founded complaints or allegations against the Responding Party involving similar conduct
    - Any other information deemed relevant by the Title IX Coordinator
    - The need to bring an end to the discrimination, harassment, and/or retaliation
    - The need to remedy the effects of the discrimination, harassment, and/or retaliation on the victim and/or the community.
        - **Student Sanctions:** For examples of the range of potential disciplinary sanctions against students, see the section of the Student Handbook entitled Sanctions.
        - **Employee Sanctions:** Sanctions for an employee who has violated this policy may include, but are not limited to, verbal or written warning, required counseling, training, demotion, reassignment, suspension, and termination.
- **Appeals:** Appeals of the written determination or from the College's dismissal of a formal complaint or any allegations therein, may be filed by the Reporting Party, the Responding Party or both. All request for appeal consideration must be submitted in writing to the Title IX Coordinator within three (3) business days of the date of the written determination.
  Appeals are limited to allegations of the following:

    - A procedural irregularity affected the outcome of the matter
    - New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter
    - The Title IX Coordinator, Investigator(s), or Decision-maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter.

  Any sanctions imposed as a result of the hearing are stayed (i.e.: not implemented) during the appeal process. Supportive measures may be reinstated, subject to the same supportive measure procedures above.

  If any of the grounds in the Request for Appeal do not meet the grounds in this Policy, that request will be denied by the Appeal Decision Maker and the parties and their Advisors will be notified in writing of the denial and the rationale.

If any of the grounds in the Request for Appeal meet the grounds in this Policy, then the Appeal Decision Maker will notify all parties and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigator(s) and/or the original Decision-maker.

All other parties and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigator(s) and/or the original Decision-maker(s) will be emailed, a copy of the Request for Appeal with the approved grounds and then be given 5 business days to submit a response to the portion of the appeal that was approved and involves them. All responses, if any, will be forwarded by the Appeal Decision Maker to all parties for review and comment.

Where it is found that at least one of the grounds for appeal is met, the proceeds with the appeal, additional principles governing the hearing of appeals include the following;

the Appeal Decision Maker will notify all parties and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigator(s) and/or the original Decision-maker.

All other parties and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigator(s) and/or the original Decision-maker(s) will be emailed, a copy of the Request for Appeal with the approved grounds and then be given 5 business days to submit a response to the portion of the appeal that was approved and involves them. All responses, if any, will be forwarded by the Appeal Decision Maker to all parties for review and comment.

The non-appealing party (if any) may also choose to appeal at this time. If so, that will be reviewed to determine if it meets the grounds in this Policy by the Appel Decision Maker and either denied or approved. If approved, it will be forwarded to the party who initially requested an appeal, the Title IX Coordinator, and the Investigator(s) and/or original Decision-maker(s), as necessary, who will submit their responses, if any, within 5 business days. Any such responses will be circulated for review and comment by all parties. If not approved, the parties will be notified accordingly, in writing.

Neither party may submit any new requests for appeal after this time period. The Appeal Decision Maker will collect any additional information needed and all documentation regarding the approved grounds for appeal, and the subsequent responses and the Appeal Decision Maker will render a decision within no more than 7 business days, barring exigent circumstances. All decisions apply the preponderance of the evidence.

- **Failure to Complete Sanctions:** all Responding Parties are expected to comply with the assigned sanctions, responsive actions, and/or corrective actions within the timeframe by the final Decision-maker (including the Appeal Decision-maker). Failure to follow through on conduct sanctions by the date specified, whether by refusal, neglect, or any other reason, may result in additional sanctions and/or suspension, expulsion, and/or termination from the College. For students, failure to comply may result in transcript notation and/or a hold to prevent future registration.

Statement of Rights for Reporting and Responding Parties

Both a Reporting Party and Responding Party will be afforded the following rights under this policy:

- The right to an equitable investigation and resolution of all credible allegations of prohibited harassment or retaliation made in good faith to Cedar Crest College officials.
- The right to timely written notice of all alleged violations, including the identity of the parties involved (if known), the precise misconduct being alleged, the date and location of the alleged misconduct (if known), the implicated policies and procedures, and possible sanctions.
- The right to timely written notice of any material adjustments to the allegations (e.g., additional incidents or allegations, additional Complainants, unsubstantiated allegations) and any attendant adjustments needed to clarify potentially implicated policy violations.
- The right to be informed in advance of any public release of information by Cedar Crest College regarding the allegation(s) or underlying incident(s), whenever possible.
- The right not to have any personally identifiable information released by Cedar Crest College to the public without consent provided, except to the extent permitted by law.
- The right to be treated with respect by Cedar Crest College officials.
- The right to have Cedar Crest College policy and these procedures followed without material deviation.
- The right not to be pressured to mediate or otherwise informally resolve any reported misconduct involving violence, including sexual violence.
- The right not to be discouraged by Cedar Crest College officials from reporting sexual harassment or retaliation to both on-campus and off-campus authorities.
- The right to be informed by Cedar Crest College officials of options to notify proper law enforcement authorities, including on-campus and local police, and the option(s) to be assisted by Cedar Crest College in notifying such authorities, if the party so chooses. This also includes the right not to be pressured to report.
- The right to have allegations of violations of this Policy responded to promptly and with sensitivity by Cedar Crest College Campus Police and/or other Cedar Crest College officials.
- The right to be informed of available supportive measures, such as counseling; advocacy; health care; student financial aid, visa, and immigration assistance; and/or other services, both on campus and in the community.
- The right to a Cedar Crest College-implemented no-contact order or a no-trespass order against a non-affiliated third party when a person has engaged in or threatens to engage in stalking, threatening, harassing, or other improper conduct.
- The right to be informed of available assistance in changing academic, living, and/or working situations after an alleged incident of sexual harassment and/or retaliation, if such changes are reasonably available. No formal report, or investigation, either institutional or criminal, needs to occur before this option is available.
- The right to have Cedar Crest College maintain such actions for as long as necessary and for supportive measures to remain confidential, provided confidentiality does not impair Cedar Crest College's ability to provide the supportive measures.
- The right to receive sufficiently advanced, written notice of any Cedar Crest College meeting or interview involving another party, when possible.
- The right to identify and have the Investigator(s), Advisors, and/or Decision-maker(s) question relevant available witnesses, including expert witnesses.

- The right to provide the Investigator(s)/Decision-maker(s) with a list of questions that, if deemed relevant by the Investigator(s)/Decision-maker(s), may be asked of any party or witness.
- The right to have inadmissible sexual predisposition/prior sexual history or irrelevant character evidence excluded by the Decision-maker(s).
- The right to know the relevant and directly related evidence obtained and to respond to that evidence.
- The right to a fair opportunity to provide the Investigator(s) with their account of the alleged misconduct and have that account be on the record.
- The right to receive a copy of all relevant and directly related evidence obtained during the investigation, subject to privacy limitations imposed by state and federal law, and a ten (10)-business-day period to review and comment on the evidence.
- The right to receive a copy of the final investigation report, including all factual, policy, and/or credibility analyses performed, and to have at least ten (10) business days to review and comment on the report prior to the hearing.
- The right to be informed of the names of all witnesses whose information will be used to make a finding, in advance of that finding, when relevant.
- The right to regular updates on the status of the investigation and/or resolution.
- The right to have reports of alleged Policy violations addressed by Investigators, Title IX Coordinators, and Decision-maker(s) who have received relevant annual training.
- The right to preservation of confidentiality/privacy, to the extent possible and permitted by law.
- The right to meetings, interviews, and/or hearings that are closed to the public.
- The right to petition that any Cedar Crest College representative in the process be recused on the basis of disqualifying bias and/or conflict of interest.
- The right to have an Advisor of their choice to accompany and assist the party in all meetings and/or interviews associated with the Resolution Process.
- The right to the use of the appropriate standard of evidence, preponderance of the evidence to make a Finding and Final Determination after an objective evaluation of all relevant evidence.
- The right to be present, including presence via remote technology, during all testimony given and evidence presented during any hearing.
- The right to have an impact and/or mitigation statement considered by the Decision-maker following a determination of responsibility for any allegation, but prior to sanctioning.
- The right to be promptly informed of the finding(s) and sanction(s) (if any) of the Resolution Process and a detailed rationale of the decision (including an explanation of how credibility was assessed) in a written Notice of Outcome letter delivered simultaneously (without undue delay) to the parties.
- The right to be informed in writing of when a decision by Cedar Crest College is considered final and any changes to the Final Determination or sanction(s) that occur post Notification of Outcome.
- The right to be informed of the opportunity to appeal the finding(s) and sanction(s) of the Resolution Process, and the procedures for doing so in accordance with the standards for appeal established by Cedar Crest College.
- The right to a fundamentally fair resolution as defined in these procedures.

Records: All records created and maintained pursuant to the Policy must be retained indefinitely by the Dean of Students Office in database/digital unless destruction or expungement is authorized by the Title IX Coordinator,

who may act under their own discretion, or in accordance with a duly executed and binding settlement of claim, and/or by court or government order.

Good Samaritan: at times, students on and off-campus may need assistance. The College encourages students to offer help and assistance to others in need. Sometimes, students are hesitant to offer assistance to others, for fear that they may get themselves in trouble (example: a student has been drinking underage off campus might hesitate to help take a victim of sexual misconduct to Campus Police). The College pursues a policy of limited immunity for students who offer help to others in need. While policy violations cannot be overlooked, the College will provide educational options, rather than punishment, to those who offer their assistance to others in need.

How to Be an Active Bystander: bystanders play a critical role in the prevention of sexual and relationship violence, The are "individuals who observe violence or witness the conditions that perpetuate violence They are not directly involved but have the choice to intervene, speak up, or do something about it." We want to promote a community with a culture of accountability where bystanders actively engage in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. If you or someone else is in immediate danger, call Campus Police or dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

Risk Reduction Tips: risk reduction tips can often take a victim -blaming tone, even unintentionally. With no intention to victim-blame, and with recognition that only those who commit sexual violence are responsible for their actions, these suggestions may help you to reduce your risk experiencing a non-consensual sexual act. Below, are some suggestions to avoid committing a non-consensual sexual act are also offered:

- Know your sexual intentions and limits. You have the right to say "NO" to any unwanted sexual contact. If you are uncertain of what you want, ask your partner to respect your feelings.
- Communicate your limits firmly and directly. If you say "No," say it like you mean it. Avoid giving mixed messages. Back up your words with a firm voice and clear body language. Do not assume that someone will automatically know how you feel or will eventually "get the message" without you having to say anything.
- Remember that some people think that drinking, dressing provocatively, or going to your or your date's room is saying you are willing to have sex. Be clear up front about your limits in such situations.
- Listen to your gut feelings. If you feel uncomfortable or think you might be at risk, leave the situation immediately and go to a safe place.
- Don't be afraid to "make waves" if you feel threatened. If you feel you are being pressured or coerced into sexual activity, don't hesitate to state your feelings and leave the situation.
- Attend large parties with friends you trust. Agree to "look out" for one another. Leave with the group, not alone. Avoid leaving with people that you don't know very well.
- Take care of your friends and ask that they take care of you. A real friend will challenge you if you are about to make a mistake. Respect them when they do.

If you find yourself in the position of being the initiator of sexual behavior, you owe sexual respect to your potential partner. These suggestions may help you to reduce your risk for being accused of sexual misconduct:

- Clearly communicate your intentions to your sexual partner and give them a chance to clearly relate their intentions to you.
- Understand and respect personal boundaries.

- DON'T MAKE ASSUMPTIONS about consent; about someone's sexual availability; about whether they are attracted to you; about how far you can go or about whether they are physically and/or mentally able to consent. If there are any questions or ambiguity then you DO NOT have consent.
- Mixed messages from your partner are a clear indication that you should stop, defuse any sexual tension and communicate better. You may be misreading them. They may not have figured out how far they want to go with you yet. You must respect the timeline for sexual behaviors with which they are comfortable.
- Don't take advantage of someone's drunkenness or drugged state, even if they did it to themselves.
- Realize that your potential partner could be intimidated by you, or fearful. You may have a power advantage simply because of your gender or size. Don't abuse that power.
- Understand that consent to some form of sexual behavior does not automatically imply consent to any other forms of sexual behavior.
- Silence and passivity cannot be interpreted as an indication of consent. Read your potential partner carefully, paying attention to verbal and non-verbal communication and body language.

The following are strategies to reduce a person's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you don't know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have cab money.
- Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
- Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
- If you need to get out of an uncomfortable or scary situation here are some things that you can try:

- Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
- Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
- Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
- Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

- Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
- If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

Sexual Offense Educational Programming: Cedar Crest College recognizes sex discrimination in all its forms as important concerns, the College offers annual educational programming to a variety of groups such as staff, faculty, and students. Sexual Discrimination educational programming may address topics such as: definitions of what constitutes sexual discrimination, prevention, what to do if you're assaulted, the explanation of the College's sexual discrimination policy, how to file charges within the College, the local police department, campus community resources to assist involved parties.

Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking

The College engages in intentional and integrated programming, initiatives, strategies, and campaigns intended to educate and stop dating violence, domestic violence, sexual assault and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome;
- Consider environmental risk and protective factors as they occur on the person, relationship, college, community and society.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students that:

- A statement that the College prohibits the crimes of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act);
- The definitions of domestic violence, dating violence, sexual assault and stalking according to any applicable jurisdictional definitions of these terms;
- What behavior and actions constitute consent in reference to sexual activity, in the State off Pennsylvania;
- The College's definition of consent and the purposes for which that definition is used.
- Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander interaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- Information regarding:

- Procedures victims should follow in a crime of domestic violence, dating violence, sexual assault or stalking occurs.
- How the College will protect the confidentiality of victims and other parties.
- Existing counseling, health, mental health, victim advocacy, both within the College and in the community.
- Options for available assistance and support services.
- Procedures for College disciplinary action in cases of alleged dating violence, domestic violence, sexual assault or stalking.

Primary Prevention and Awareness Programs: these programs include primary educational campaigns consisting of presentations, distribution of materials to new students and employees; participating in and presenting information and materials during orientations and throughout the year.
Specifically, the College offered the following primary prevention and awareness programs for all incoming students in 2025:

Name of Program	Date Held	Location Held	Which Prohibited Behaviors* Covered
Title IX & Student Employment	Various	Various	DoV, DaV, SA and S
What is Title IX and Why is it Important?	August 22, 2025	Samuels Theater	DoV, DaV, SA and S

*DoV = Domestic Violence, DaV = Dating Violence, SA = Sexual Assault, S = Stalking

The College offered the following primary prevention and awareness programs for all new employees in 2025:

Name of Program	Date Held	Location Held	Which Prohibited Behaviors* Covered
Title IX and You: Protecting Your Campus	Various	Online	DoV, DaV, SA, S

*DoV = Domestic Violence, DaV = Dating Violence, SA = Sexual Assault, S = Stalking

Ongoing Prevention and Awareness Campaigns: The College provides annual educational presentations and events that include distribution of educational materials to current students and employees throughout the year.

The College offered the following ongoing awareness and prevention programs for students and staff in 2025:

Name of Program	Date Held	Location Held	Which Prohibited Behaviors* Covered
Tabling w/ Crime Victims Council (CVC) LV	April 7, 2025	Tompkins College Center	DoV, DaV, SA, S
Trauma Informed Healing & Self-Care w/ CVC LV	April 8, 2025	Conference Center	DoV, DaV, SA

Self-Defense Training & Keychains w/ Aster & Petrichor	April 8, 2025	Conference Center	DoV, DaV, SA, S
Sexual Assault Prevention w/ CVC	April 10, 2025	Tompkins College Center	SA
Title IX & You	August 28, 2025	Alumnae Theater	DoV, DaV, SA, S
Safe Sex Night w/Bradbury Sullivan LGBTQ Center	August 28, 2025	1867, Tompkins College Center	DoV, DaV, SA
Clothesline Project w/ Turning Point LV	October 27, 2025	Conference Center	DoV, DaV, SA, S
Safe Sex BINGO	October 28, 2025	1867, Tompkins College Center	Consent
Out Loud & Protected w/ Aster & Petrichor	October 29, 2025	Alcove C	DoV, DaV, SA, S
Don't Touch My Pumpkins	October 30, 2025	Alcove C	Consent, SA
Tabling w/ Bradbury Sullivan LGBTQ Center	October 31, 2025	Tompkins College Center	DoV, DaV, Consent, Community Resources

*DoV = Domestic Violence, DaV = Dating Violence, SA = Sexual Assault, S = Stalking

Federal Enforcer

The U.S. Department of Education, Office for Civil Rights (OCR) is the federal agency charged with enforcing compliance with Title IX. Individuals with complaints of this nature always have the right to file a formal complaint with the United States Department of Education:

Office for Civil Rights, Atlanta Office
U.S. Department of Education
61 Forsyth St. S.W., STE 19T10
Atlanta, GA 30303-8927
Telephone: 404-974-9406
Fax: 404-974-9406; TDD: 800-877-8339
Email: OCR.Atlanta@ed.gov

Registered Sex Offenders

The Adam Walsh Child Protection and Safety Act of 2006 provides for the registration and tracking of sex offenders. The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education are required to issue a statement advising the campus community of where to obtain law enforcement agency information provided by a state concerning registered sex offenders. The law also requires sex offenders

already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student.

In the Commonwealth of Pennsylvania, information regarding registered sex offenders who are subject to community notification may be obtained from a community member's respective local municipal police agency and/or the Pennsylvania State Police. This information can be obtained by visiting the Pennsylvania State Police's Megan's Law website.

Daily Crime Log

CCC Campus Police maintains a Daily Crime Log which is available to the public for review, at the Campus Police office in the Safety & Facilities Building, during normal business hours.

(HEOA) Notification to Victims of Crimes of Violence

The College will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

Monitoring and Recording of Criminal Activity by Students at Non-Campus Locations of Recognized Student Organizations

CCC does not have officially recognized student organizations that own or control housing facilities outside of the CCC core campus. Therefore, local police are not used to monitor and record criminal activity.

Missing Student Notification

In accordance with the Higher Education Opportunity Act, Cedar Crest College must develop and implement certain procedures to be followed with residential students are determined to be missing for 24-hours. The College has adopted a missing student notification policy for students residing in on-campus residential facilities.

In addition to registering a general emergency contact, all students residing in on-campus student housing facilities have the option to annually register confidential missing person contact information for a person to be notified by the College in the event the student is officially reported as missing. Students can register their Confidential Contact person by signing into MyCedarCrest and going to the Registrar menu at the top of the page, then clicking on Student Information under the Student Portal Heading. On the next page click on Emergency Contact Form under the Student Information Forms Heading. The College will ensure that all students are able to update their contact information whenever needed. These procedures and registration process are communicated to students at the beginning of each academic year. The contact information will be confidential,

accessible only by authorized campus officials and law enforcement, and may not be disclosed outside a missing person investigation. Access to missing contact information is restricted to the following individuals:

- Director of Housing & Residence Life
- Assistant Director of Housing & Residence Life
- Chief of Campus Police
- Lieutenant of Campus Police
- Vice President of Student Success/Dean of Students
- Assistant Dean of Students

The College may be notified of a missing student through various channels by any member of the College staff, student body or family member. Any official report of a missing student must be reported to Campus Police immediately. Campus Police can be contacted 24 hours a day at 610-437-4471.

All missing student reports must be referred immediately to Campus Police. Campus Police will generate a Missing Person report and initiate an investigation. Students are advised that if a student is under 18 years of age and not emancipated, the College will notify the custodial parent or guardian within 24 hours of determining that the student is missing.

The College will notify the Confidential Contact designated by the student, as well as the appropriate law enforcement agency, no later than 24 hours after the student is determined to be missing. Campus Police will notify the Allentown Police Department. The Dean of Students or their designee will notify the student's confidential contact.

Cedar Crest College's Annual Disclosure of Crime

Cedar Crest College prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies surrounding main campus, Residence Life and the Dean of Student Engagement. Campus crime, arrest and referral statistics include those reported to the Campus Police, designated campus officials, and local law enforcement agencies. These statistics may also include crimes that have occurred on public property adjacent to or within campus.

Uniform Crime Reporting (UCR) Crime Statistics

	2023			2024			2025		
	FTE Students 1,067 FTE Employees 230 Total 1,297			FTE Students 1,227 FTE Employees 228 Total 1,455			FTE Students 1,179 FTE Employees 253 Total 1,432		
	Number	Rate per FTE Student/Employee	Rate per 100,000 FTE Student/Employee	Number	Rate per FTE Student/Employee	Rate per 100,000 FTE Student/Employee	Number	Rate per FTE Student/Employee	Rate per 100,000 FTE Student/Employee
PART I OFFENSES									
Criminal Homicide	0	0.0000	0	0	0.0000	0	0	0.0000	0
Forcible Rape	0	0.0000	0	0	0.0000	0	0	0.0000	0
Robbery	0	0.0000	0	0	0.0000	0	0	0.0000	0
Assault	0	0.0000	0	2	0.0014	137	0	0.0000	0
Burglary	0	0.0000	0	1	0.0007	69	0	0.0000	0
Larceny–Theft	5	0.0039	386	1	0.0007	69	2	0.0013	140
Motor Vehicle Theft	0	0.0000	0	0	0.0000	0	0	0.0000	0
Arson	0	0.0000	0	0	0.0000	0	0	0.0000	0
TOTAL PART I	**5**	**0.0039**	**386**	**4**	**0.0027**	**275**	**2**	0.0013	140
PART II OFFENSES									
Forgery & Counterfeit	0	0.0000	0	0	0.0000	0	0	0.0000	0
Embezzlement	0	0.0000	0	0	0.0000	0	0	0.0000	0
Vandalism	0	0.0000	0	0	0.0000	0	0	0.0000	0
Weapons Carrying, Possession, etc.	0	0.0000	0	0	0.0000	0	0	0.0000	0
Sex Offenses	0	0.0000	0	2	0.0014	137	2	0.0013	140
Drug Abuse Violations	7	0.0053	539	2	0.0014	137	2	0.0013	140
Liquor Laws	1	0.0007	77	4	0.0027	275	1	0.0007	70
Drunkenness	0	0.0000	0	0	0.0000	0	0	0.0000	0
Disorderly Conduct	0	0.0000	0	0	0.0000	0	1	0.0007	70
Driving Under the Influence	0	0.0000	0	0	0.0000	0	0	0.0000	0
All Other Offenses (except traffic)	1	0.0007	77	0	0.0000	0	7	0.0049	489
TOTAL PART II	**9**	**0.0069**	**694**	**8**	**0.0055**	**549**	**12**	**0.0083**	**840**

Criminal Offenses

	On Campus			On Campus Student Housing			Non-Campus			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Murder / non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	1	0	0	1	0	0	0	0	0	1
Fondling	0	1	0	0	1	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	1	0	0	1	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crimes – On Campus

	TOTAL			RACE			RELIGION			SEXUAL ORIENTATION			GENDER			GENDER IDENTITY			DISABILITY			ETHNICITY			NATIONAL ORIGIN		
	2	**2**	**2**	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2	**2**	**2**	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	3	**4**	**5**	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Murder/Non-negligent manslaughter	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory rape	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple assault	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-theft	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crimes – On Campus Housing Facilities

	TOTAL			RACE			RELIGION			SEXUAL ORIENTATION			GENDER			GENDER IDENTITY			DISABILITY			ETHNICITY			NATIONAL ORIGIN		
	2	**2**	**2**	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2	**2**	**2**	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	3	**4**	**5**	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Murder/Non-negligent manslaughter	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory rape	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple assault	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-theft	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crimes – Non-Campus

	TOTAL			RACE			RELIGION			SEXUAL ORIENTATION			GENDER			GENDER IDENTITY			DISABILITY			ETHNICITY			NATIONAL ORIGIN		
	2	**2**	**2**	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2	**2**	**2**	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	3	**4**	**5**	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Murder/Non-negligent manslaughter	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory rape	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple assault	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-theft	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Hate Crimes – Public Property

	TOTAL			RACE			RELIGION			SEXUAL ORIENTATION			GENDER			GENDER IDENTITY			DISABILITY			ETHNICITY			NATIONAL ORIGIN		
	2	**2**	**2**	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	0	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	2	**2**	**2**	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	3	**4**	**5**	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5	3	4	5
Murder/Non-negligent manslaughter	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory rape	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple assault	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-theft	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/damage/ vandalism of property	**0**	**0**	**0**	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Violence Against Women (VAWA) Offenses

	On Campus			On Campus Student Housing			Non-Campus			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Domestic violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating violence	1	1	1	1	1	1	0	0	0	1	0	0
Stalking	1	0	0	0	0	0	0	0	0	0	0	0

Arrests

	On Campus			On Campus Student Housing			Non-Campus			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Weapons: Carrying, possessing, etc.	0	0	0	0	0	0	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0	0	0	0

Disciplinary Actions

	On Campus			On Campus Student Housing			Non-Campus			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Weapons: Carrying, possessing, etc.	0	0	0	0	0	0	0	0	0	0	0	0
Drug abuse violations	11	2	1	7	2	1	0	0	0	0	0	0
Liquor law violations	3	2	1	3	2	1	0	0	0	0	0	0

Hazing Incidents

	On Campus			On Campus Student Housing			Non-Campus			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Total hazing incidents	0	0	0	0	0	0	0	0	0	0	0	0

Unfounded Crimes

	On Campus			On Campus Student Housing			Non-Campus			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Total Unfounded Crimes	0	0	0	0	0	0	0	0	0	0	0	0

ANNUAL FIRE SAFETY REPORT

For residence halls owned and operated by Cedar Crest College, the following fire safety policies and procedures are in place.

Students and staff are trained on the evacuation of the residence halls and evacuation routes are posted on each building's bulletin boards along with other fire safety information. Fire safety is addressed at the beginning of each year for both first year students and staff. The Allentown Fire Department conducts a fire safety training session with residence hall staff prior to the beginning of each school year. Drills are conducted twice per semester, and all students must evacuate the building when a fire alarm sounds. Drills are documented and problems are addressed. During a fire or a drill, the residence hall staff assists with accountability of residents of the residence hall, and a written procedure is in place. Fire safety policies have been established and are outlined in the Student Handbook.

Burning, or burnt candles or incense, toaster ovens, potpourri crocks, halogen lamps, unapproved electric heaters, space heaters, hot plates and electric blankets are fire hazards and may not be used in the residence halls. Smoking is prohibited in all campus buildings. Over-door hangers may not be attached to doors, nor may hangers be placed over closet edges or hung from picture moldings. Tapestries and other articles may not be hung on light fixtures. Policy prohibits any Items being cooked in the residence hall kitchens being left unattended. Decorative lights may not be hung in the residence halls. To comply with the City of Allentown fire ordinances, students may only decorate the upper half of their room doors (50% of the door above the doorknob) and no items are to be posted on the door frames or on the wall around the doors. Tapestries and lights are strictly prohibited on doors, door frames, and walls. The College reserves the right to remove any decorations that do not comply with the City of Allentown fire ordinances or College regulations. Any violation of College regulations may result in a fine up to $300 and/or other sanctions as warranted.

Minimum sanctions for fire hazard violations are as follows:

First offense = $100 fine and Residence Hall probation.
Second offense = $200 fine and Residence Hall probation.
Third offense = $300 fine and residence hall eviction.

Note: additional sanctions ranging from warnings to expulsion may apply.

Inspection, testing, and maintenance programs for fire sprinkler, fire/smoke detection, and fire alarm systems are performed on an annual basis. Training and competency of state certified personnel responsible for the routine inspection, testing and maintenance of fire sprinkler, fire/smoke detectors and alarm systems is handled by the certified contractors hired to perform these inspections. The residence halls are also inspected annually by the City of Allentown Fire Inspector.

Newly constructed residential facilities as well as those that undergo reconstruction, as defined by the Pennsylvania Uniform Construction Code, must have sprinkler systems and complete fire and smoke detection and alarm systems. There are no sprinklers in the current residence halls. All existing Cedar Crest College residence

halls have fully integrated fire and smoke detection and alarm systems, including pull stations, alarm panels (connected to Campus Police), hoses and both heat and smoke detectors.

On-Campus Student Housing Facilities

	Number of beds	Fire alarm monitoring done on site	Partial sprinkler system[1]	Full sprinkler system[2]	Smoke detection	Fire extinguisher devices	Evacuation plans/placards	Number of fire drills held in 2025
Butz Hall 100 College Drive, Allentown, PA 18104	182	✓	✗	✗	✓	✓	✓	1
Curtis Hall 100 College Drive, Allentown, PA 18104	66	✓	✗	✗	✓	✓	✓	1
Moore Hall 100 College Drive, Allentown, PA 18104	157	✓	✗	✗	✓	✓	✓	1
Steinbright Hall 100 College Drive, Allentown, PA 18104	149	✓	✗	✗	✓	✓	✓	1

When a Residence Hall integrated fire and smoke detection system is activated, alarms are sounded in the building, and the Campus Police Office. The alarm is not sent directly to the Allentown Fire department and in the event of an actual fire, Campus Police will notify the Allentown Fire Department. If the alarm is not activated by an actual fire, the Campus Police officers will determine the nature of the alarm and will notify the switchboard operator, who will then clear the alarm without initiating a response from the Allentown Fire Department. In the event of an actual fire, the Allentown Fire department will be notified to respond to the call.

The campus will voluntarily submit campus fire reports to the City of Allentown. Statistics concerning the following Residence Hall fire incidents are maintained by Cedar Crest College Campus Police.

[1] Partial Sprinkler System is defined as having sprinklers in the common areas only.

[2] Full Sprinkler System is defined as having sprinklers in both the common areas and individual rooms.

Fire Log

A fire log is available for review at the Campus Police office in the Safety & Facilities Building, during normal business hours. The information in the fire log includes information about fires that occur in residential facilities, including the nature, date, time, and general location.

Fires in On-Campus Student Housing Facilities

	Fires			Injuries			Deaths		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Butz Hall 100 College Drive, Allentown, PA 18104	0	1	0	0	0	0	0	0	0
Curtis Hall 100 College Drive, Allentown, PA 18104	0	0	0	0	0	0	0	0	0
Moore Hall 100 College Drive, Allentown, PA 18104	0	0	0	0	0	0	0	0	0
Steinbright Hall 100 College Drive, Allentown, PA 18104	0	1	0	0	0	0	0	0	0
Total	**0**	**2**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

2023

Date	On-Campus Student Housing Facility	Category of fire	Cause of fire	Fire-related injuries	Fire-related deaths	Property damage
n/a	No fires reported	n/a	n/a	n/a	n/a	n/a

2024

Date	On-Campus Student Housing Facility	Category of fire	Cause of fire	Fire-related injuries	Fire-related deaths	Property damage
22 JUN 2024	Steinbright Hall	Unintentional	Cooking	0	0	$0-99
24 JUN 2024	Butz Hall	Unintentional	Cooking	0	0	$0-99

2025

Date	On-Campus Student Housing Facility	Category of fire	Cause of fire	Fire-related injuries	Fire-related deaths	Property damage
n/a	No fires reported	n/a	n/a	n/a	n/a	n/a