

# LE MOYNE

SPIRIT. INQUIRY. LEADERSHIP. JESUIT.

2010

ANNUAL CAMPUS

## Security and Fire Safety Report

PREPARED IN 2011

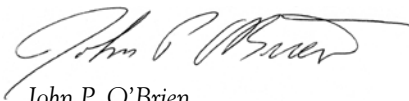


## Director's Message

*On behalf of Campus Security, welcome to Le Moyne College. Le Moyne is a private institution founded in 1946. Our campus sits on more than 160 picturesque acres on the east side of Syracuse, N.Y. Over 3,500 full- and part-time undergraduate and graduate students are enrolled at the four-year, liberal arts college and approximately 680 faculty and staff are employed by Le Moyne.*

*Campus Security strives to maintain a safe and secure campus for students, faculty, staff and visitors. Personal safety should not be taken lightly and is the responsibility of each one of us. I encourage you to review this report, which is provided to you as part of Le Moyne College's commitment to safety and security on campus, and which is in compliance with the Crime Awareness and Campus Security Act. Please help our Campus Security team make our campus community a safer place to learn, live, work and visit.*

*If you have any security concerns at Le Moyne College, feel free to contact me at (315) 445-4444 or [security@lemoyne.edu](mailto:security@lemoyne.edu).*



John P. O'Brien  
Director of Security

## Campus Security

Campus Security is responsible for providing both emergency and non-emergency response at Le Moyne College. Campus Security is located in the basement level of Nelligan Hall. The office is staffed 24 hours a day, seven days a week by trained, full-time, professional security officers, all of whom are licensed by the state of New York. The staff consists of a director, one lieutenant, two sergeants, 15 officers and one staff assistant.

Campus Security also provides support services tailored to meet the needs of the Le Moyne community. Those services include, but are not limited to:

- providing campus security patrols
- testing all fire prevention equipment and alarms
- providing crime protection lectures and seminars
- inspecting buildings for safety compliance
- maintaining a lost and found department
- enforcing parking on campus
- registering vehicles and providing parking stickers for students, faculty and staff
- assisting campus motorists with minor vehicle problems

## Reporting Criminal Incidents and Other Emergencies

All members of the Le Moyne community are encouraged to promptly report all criminal incidents or other emergencies to Campus Security at (315) 445-4444 (from on campus, dial x4444). The telephone is staffed 24 hours a day by trained dispatchers. To report a crime or emergency to Campus Security **dial 4444 from any campus phone**, or dial **(315) 445-4444**.

Campus Security's distinct telephone number, which is labeled on most campus telephones, is found in the campus telephone directory and is included on all office publications and correspondence. It is also listed in the Syracuse metropolitan area telephone directory.

Students and employees may also report any of the criminal offenses listed in the "Reported Crime Statistics" section of this report to any of the College's vice presidents, to any dean or director reporting to a vice president or to any residence hall director with the assurance that any such offenses reported will be included in the subsequent Annual Security and Fire Safety Report.

Free on-campus public telephones are located in the lobbies or public areas of most campus buildings.

Le Moyne College does not have a confidential reporting policy.

## Blue Light Phones

The College maintains Code Blue Emergency Telephones throughout the campus. Blue light phones are located in Parking Lots A and C, the walkway west of the Panasci Family Chapel, northwest side of Grewen Hall, east of the W. Carroll Coyne Center for the Performing Arts, behind the Henninger Athletic Center, in front of the Le Moyne Plaza and in front of Le Moyne Heights and Mitchell Hall. These phones can be used to report a criminal incident, a fire or any other type of emergency, or to request an escort from Campus Security.

## Le Moyne Security and Local Law Enforcement

Le Moyne College Campus Security officers are all New York state-certified security officers. Although they do not possess arrest power, they do have the authority to issue parking tickets, conduct investigations, ask persons for identification and determine whether individuals have lawful business on the Le Moyne campus. Criminal incidents are often referred to local enforcement departments that have jurisdiction on the campus. Although no official memorandums of understanding are in place, Campus Security maintains a highly professional working relationship with the City of Syracuse Police Department, Town of DeWitt Police Department, Onondaga County Sheriff's Office and New York State Police. Meetings are held both on a formal and informal basis and crime-related reports and statistics are routinely exchanged.

Campus Security maintains direct telephone communications with the Onondaga County 911 Center which is responsible for dispatching all law enforcement, fire and emergency medical services responding to the Le Moyne College campus. Campus Security has two-way radio contact with all officers and with Physical Plant employees at the College. Additional assistance and support can be obtained quickly.

## Informing the Campus Community of Criminal Activity

Ongoing efforts are made to advise members of the campus community about campus crime and crime-related problems. These efforts include:

- 1) **Annual Report:** A comprehensive annual report of crime-related information is compiled, published and widely distributed. This annual report is available on the Web to all interested parties.
- 2) **Campus Newspaper:** The weekly student newspaper, *The Dolphin*, publishes incidents that occurred the preceding week. If a serious or unusual incident has occurred, a special article is usually printed in the campus newspaper.
- 3) **Special Alerts:** If circumstances warrant, special crime alerts will be announced either selectively or throughout campus as outlined under the timely warnings guidelines and/or Heights Alert.

### TIMELY WARNINGS

To aid in the prevention of crime and keep the campus community better informed about safety and security concerns, the director of security will issue "Timely Warning Alerts" when in the director's judgment a situation arises, either on or off campus, that constitutes an ongoing or continuing threat to students and employees. The warning will be issued through the College e-mail system to students, faculty and staff, as well as the campus newspaper, *The Dolphin*, and printed flyers if necessary.

Anyone with information that may warrant a timely warning should report those circumstances to Campus Security by phone (445-4444) or in person at the Campus Security office located in the basement of Nelligan Hall.

### HEIGHTS ALERT

The College has implemented an Emergency Notification System, in conjunction with E2Campus. The HEIGHTS ALERT is administered by Campus Security and is designed to provide Le Moyne students, faculty and staff with rapid notification in the event of an emergency in progress. In order to receive any HEIGHTS ALERT messages you must be registered. To register go to [www.lemoyne.edu/heightsalert](http://www.lemoyne.edu/heightsalert).

When activated, HEIGHTS ALERT will deliver a text message to mobile phones, P.D.A.s or an e-mail message or both to all registered users. The message will include a brief description of the emergency and instructions about what to do.

After the initial HEIGHTS ALERT message, more detailed information will be provided if necessary through various means including, but not limited to, additional HEIGHTS ALERT messages, College e-mail, telephone and local television.

This system is tested yearly.

## Crime Prevention

It is the philosophy of Le Moyne College to prevent crimes rather than react to them after they have occurred. One way to accomplish this is through the crime prevention program at the College. This program is designed to eliminate or minimize criminal opportunities whenever possible, and to encourage students and employees to be responsible for their safety as well as that of others. The following is a listing of the crime prevention programs and projects at Le Moyne College:

- 1) **Shuttle Service:** An escort service is offered from 6 p.m. to 2:30 a.m. seven days a week for persons going between all Le Moyne College-owned properties.
- 2) **New Student Orientation:** A crime prevention presentation accompanied by brochures and other printed material is made available to all new students during their orientation.
- 3) **Blue Light Emergency Telephones:** These emergency telephones are strategically located throughout the campus and are distinguished by the overhead blue light. Blue light telephones ring directly into the Campus Security dispatch center.
- 4) **Security Surveys:** Comprehensive inspections of exterior lighting, exterior doors and grounds are conducted by the director of Campus Security each year.
- 5) **Operation Identification:** The engraving of serial numbers or owner-recognized numbers on items is available through Campus Security.
- 6) **Video Monitoring:** Campus Security monitors and records residence hall entrances, student parking lots and other campus facilities by means of closed-circuit television cameras.
- 7) **Rape Awareness, Education and Prevention:** In cooperation with the Division of Student Development and the Wellness Center for Health and Counseling, presentations are made each year to the members of the campus community to promote their awareness of rape, acquaintance rape and other forcible and non-forcible sex offenses.

## HATE CRIMES

The College, in compliance with current regulations, reports as hate crimes any occurrences of criminal homicide, sex offenses, robbery, aggravated assault, simple assault, burglary, larceny, motor vehicle theft, arson, intimidation and destruction/damage/vandalism of property and any other crime involving bodily injury that manifests evidence that the victim was intentionally selected because of the perpetrator's bias (race, gender, religion, sexual orientation, ethnicity or disability bias) that have been reported to local law enforcement or a Campus Security authority.

During the 2010 calendar year no hate crimes were reported to our knowledge to local law enforcement or Campus Security.

## Reported Crime Statistics

Le Moyne College believes an informed public is a safety-conscious public. The following statistics for 2008, 2009 and 2010 are based on specific crimes that have been reported to Campus Security, other College officials and local law enforcement. If you have any questions, contact Campus Security at (315) 445-4444 (from on campus, dial 4444); fax: (315) 445-6021.

## Campus Crime Statistics

| TYPE OF OFFENSE                      |      | ON CAMPUS | RESIDENTIAL FACILITY | NON-CAMPUS | PUBLIC PROPERTY |
|--------------------------------------|------|-----------|----------------------|------------|-----------------|
| <b>Criminal Homicide</b>             |      |           |                      |            |                 |
| Murder and Nonnegligent Manslaughter | 2010 | 0         | 0                    | 0          | 0               |
|                                      | 2009 | 0         | 0                    | 0          | 0               |
|                                      | 2008 | 0         | 0                    | 0          | 0               |
| Negligent Manslaughter               | 2010 | 0         | 0                    | 0          | 0               |
|                                      | 2009 | 0         | 0                    | 0          | 0               |
|                                      | 2008 | 0         | 0                    | 0          | 0               |
| <b>Sex Offenses</b>                  |      |           |                      |            |                 |
| Focible Sex Offenses                 | 2010 | 1         | 1                    | 0          | 0               |
|                                      | 2009 | 1         | 1                    | 0          | 0               |
|                                      | 2008 | 0         | 0                    | 0          | 0               |
| Nonforcible Sex Offenses             | 2010 | 0         | 0                    | 0          | 0               |
|                                      | 2009 | 0         | 0                    | 0          | 0               |
|                                      | 2008 | 0         | 0                    | 0          | 0               |
| Robbery                              | 2010 | 0         | 0                    | 0          | 0               |
|                                      | 2009 | 0         | 0                    | 0          | 0               |
|                                      | 2008 | 0         | 0                    | 0          | 0               |
| Aggravated Assault                   | 2010 | 0         | 0                    | 0          | 0               |
|                                      | 2009 | 0         | 0                    | 0          | 0               |
|                                      | 2008 | 0         | 0                    | 0          | 0               |
| Burglary                             | 2010 | 8         | 4                    | 0          | 0               |
|                                      | 2009 | 9         | 9                    | 0          | 0               |
|                                      | 2008 | 4         | 3                    | 0          | 0               |
| Motor Vehicle Theft                  | 2010 | 0         | 0                    | 0          | 0               |
|                                      | 2009 | 0         | 0                    | 0          | 0               |
|                                      | 2008 | 0         | 0                    | 0          | 0               |
| Arson                                | 2010 | 0         | 0                    | 0          | 0               |
|                                      | 2009 | 1         | 1                    | 0          | 0               |
|                                      | 2008 | 0         | 0                    | 0          | 0               |
| <b>OTHER OFFENSES – ARREST</b>       |      |           |                      |            |                 |
| Liquor Law Violations                | 2010 | 1         | 0                    | 0          | 0               |
|                                      | 2009 | 0         | 0                    | 0          | 0               |
|                                      | 2008 | 498       | 0                    | 0          | 0               |
| Drug Violations                      | 2010 | 0         | 0                    | 0          | 0               |
|                                      | 2009 | 0         | 0                    | 0          | 0               |
|                                      | 2008 | 26        | 0                    | 0          | 0               |
| Illegal Weapons Possession           | 2010 | 0         | 0                    | 0          | 0               |
|                                      | 2009 | 0         | 0                    | 0          | 0               |
|                                      | 2008 | 0         | 0                    | 0          | 0               |

Please note in 2009 the method in which the statistics were determined changed to be in better compliance with the Clery Act. Statistics from 2008 were calculated differently than in 2009 and 2010.

## Campus Crime Statistics (continued)

| OTHER OFFENSES – JUDICIAL  |      | ON CAMPUS | RESIDENTIAL | NON-CAMPUS | PUBLIC |
|----------------------------|------|-----------|-------------|------------|--------|
| Liquor Law Violations      | 2010 | 186       | 178         | 0          | 0      |
|                            | 2009 | 419       | 408         | 0          | 0      |
|                            | 2008 | 0         | 0           | 0          | 0      |
| Drug Violations            | 2010 | 34        | 29          | 0          | 0      |
|                            | 2009 | 16        | 15          | 0          | 0      |
|                            | 2008 | 0         | 0           | 0          | 0      |
| Illegal Weapons Possession | 2010 | 2         | 1           | 0          | 0      |
|                            | 2009 | 0         | 0           | 0          | 0      |
|                            | 2008 | 0         | 0           | 0          | 0      |

### LOCATION DEFINITIONS

**CAMPUS:** building or property owned or controlled by the institution within the same reasonably contiguous geographic area of the institution, and used in direct support of the educational purposes, such as academic buildings, parking areas and other nonresidential property

**PUBLIC PROPERTY:** public property that is near the institution and is adjacent to a facility owned or controlled by the institution, such as sidewalks, streets and public parking facilities

**NON-CAMPUS:** any building or property owned or controlled by a student organization or by the institution other than a branch campus, that is not within the same reasonably contiguous geographic area

## Drug and Alcohol Policy

Le Moyne College complies with federal, state and local laws, including those which regulate the possession, use and sale of alcoholic beverages and controlled substances. The drug and alcohol policies of Le Moyne College state that on the College's premises or at College-sponsored activities the following are prohibited: (1) distribution, possession or use of any illegal drug or controlled substance; (2) providing alcoholic beverages to individuals under 21 years of age or possession of alcoholic beverages by individuals under 21 years of age; and (3) illegal possession of an open container of an alcoholic beverage, public intoxication, driving while intoxicated and the consumption of alcohol in any public area on campus (e.g., lounges, corridors, outdoors or classrooms).

The Student Handbook details offenses and discipline for students, including the sanctions under College procedures such as fines, probation, suspension or dismissal from the College for such acts.

## Firearms, Weapons, Fireworks or Chemicals

Firearms and/or weapons (air guns, pistols, etc.) are not permitted on campus at any time. Having any of these items is a violation of New York state penal laws as they pertain to colleges. The possession or use of explosives of any kind, including fireworks, firecrackers or dangerous chemicals, is prohibited. Violators of these policies are subject to arrest and College disciplinary action.

## Sexual Misconduct Procedure

The College has developed a comprehensive *Manual on Sexual Harassment and Nonconsensual Sexual Activity* which outlines policies, procedures, rights and responsibilities. Copies of this manual are available through most campus offices and can also be found on Le Moyne's Web site at [www.lemoyne.edu](http://www.lemoyne.edu) under **Human Resources**.



A person who feels that he or she has been the victim of sexual harassment or nonconsensual sexual activity may choose whether to pursue criminal prosecution, formal campus judicial charges and/or informal mediation. Persons are encouraged to bring complaints forward in a timely manner.

If a sex offense occurs, students should contact a professional staff member in the Wellness Center for Health and Counseling, the Division of Student Development or Campus Security. They should be aware of the importance of preserving evidence for proof of a criminal offense, and should report the alleged criminal offense to Campus Security. Students also have the option of notifying proper law enforcement authorities, including local police, of any criminal offenses. Campus Security will help students notify those authorities if such assistance is requested. Any services received or any information shared with the Wellness Center for Health and Counseling is confidential and will not be shared with anyone without the patient's consent.

The College will change a victim's academic schedule and living arrangements after an alleged sex offense if the victim requests those changes and such accommodations are possible. Such requests should be made to the Division of Student Development.

The *Manual on Sexual Harassment and Nonconsensual Sexual Activity* also describes procedures for campus disciplinary action in cases of an alleged sex offense. It specifically provides that the accuser and the accused are entitled to the same opportunities to have others present during the disciplinary proceeding, and that both parties shall be informed of the outcome of any institutional disciplinary proceeding brought following a sex offense.

Following the final determination of an institutional disciplinary proceeding regarding rape, acquaintance rape, or other forcible or non-forcible sex offense, the institution may impose any disciplinary sanction allowed by the College's judicial system, including community service, suspension from the College residence halls or from the College, or dismissal from the College.

## Phone Numbers

From off campus, the Campus Security phone number is 445-4444 (fax: 445-6021).

### From on-campus phones, dial:

Campus Security x4444

Student Development x4525

Campus Life and Leadership x4520

Wellness Center (Health Services) x4440

Wellness Center (Counseling Services) x4195

**Visit our Web site at: [www.lemoyne.edu/wellness](http://www.lemoyne.edu/wellness).**

Physical and emotional health services for victims of sexual offenses can be accessed through the Wellness Center for Health and Counseling.

Information x4100

### Off Campus:

Vera House

(315) 422-7273 (24-hour crisis response)

## WELLNESS CENTER FOR HEALTH AND COUNSELING



The Wellness Center for Health and Counseling offers a variety of preventative and awareness programming throughout the year, especially in the area of sexual assaults. It maintains a resource library, as well as a Web page with additional resources, which includes steps to take in the event of an assault.

Every year incoming freshmen participate in a mandatory program related to sexual assault awareness and prevention. In addition all resident directors and resident advisors are trained by members of the Wellness Center for Health and Counseling in the area of sexual assault awareness and response strategies, including, but not limited to, medical attention, legal options and referrals.

In collaboration with the student group Active Minds, the Wellness Center for Health and Counseling conducts regular programming each semester on sexual assault prevention, safety, healthy relationships, relationship abuse and bystander intervention.

A wellness fair is held every year on campus and includes participation from Vera House.

Regular training is provided to faculty and staff across the campus regarding identifying and supporting students in distress (including sexual assault) and supporting a climate of respect and sensitivity.

The Wellness Center for Health and Counseling also provides direct clinical counseling and health services to victims, often making referrals to our community resources for specialized care.

## SEX OFFENDER REGISTRY INFORMATION

In accordance with the Federal Campus Sex Crimes Prevention Act of 2000, Campus Security is providing a link to the New York State Sex Offender Registry. This law requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by the state may be obtained concerning registered sex offenders. It requires sex offenders already required to register in a state to provide notice, as required under law, of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

Members of the Le Moyne College community may obtain information concerning registered sex offenders by visiting the New York State Sex Offender registry's Web site at: [www.criminaljustice.state.ny.us/nsor](http://www.criminaljustice.state.ny.us/nsor).

## Missing Persons

Campus Security will immediately accept and investigate every report of a missing person who resides in an on-campus student housing facility. The reporting person should immediately contact Campus Security by calling 4444 from an on-campus phone or (315) 445-4444. There is no prerequisite time limit before an individual can be reported missing and no specific individual who can report another missing.

If the initial investigation determines that the student is missing and has been missing for more than 24 hours or special circumstances warrant, local law enforcement will be notified.

## Missing Person Contact

Every student living in an on-campus student housing facility is required to complete a “Key Card/Emergency Contact Form” with the Office of Campus Life and Leadership. This form also provides the option for students living in an on-campus student housing facility to provide a confidential missing person contact to be notified in the event a student is determined to be missing for more than 24 hours. We encourage all resident students to provide this missing person contact. If a student has identified such an individual, Le Moyne College will notify that individual no later than 24 hours after the student is determined to be missing. The missing person contact is confidential and this information will only be accessed by authorized campus officials and law enforcement officers in the furtherance of a missing person investigation.

If the student is under 18 years of age and is not an emancipated individual, Le Moyne College is required to notify the custodial parent or legal guardian after the determination has been made that the student has been missing for more than 24 hours.

## Access to Campus Facilities

Most campus buildings and facilities are accessible to members of the campus community as well as guests and visitors during normal business hours (Monday through Friday, 8:30 a.m. to 4:30 p.m.). There are limited designated hours on Saturdays when the College is in normal operation (this excludes most holidays).

Exterior doors to the residence halls are locked 24 hours a day. Access is available to all authorized people via an ID card control system. Individuals not in possession of a valid ID must call either Campus Security or their host for admittance. Telephones are located at the main entrance to all residence halls.

## Maintenance and Security of Campus Facilities

Le Moyne College maintains a very strong commitment to campus safety and security. Exterior lighting is an important part of this commitment. The motor vehicle parking lots, pedestrian walkways and building exteriors are well lighted. Informal surveys of exterior lighting on campus are conducted by Campus Security officers on a weekly basis. A comprehensive inspection of all exterior lighting is conducted by representatives of the Security Department and Physical Plant at least twice a year. Members of the campus community are encouraged to report any exterior lighting deficiencies to the Campus Security at (315) 445-4444 (from on campus, dial x4444).

Campus Security and the Physical Plant representatives conduct weekly surveys of all exterior doors on campus. The purpose of this inspection is to ensure exterior doors and locking mechanisms are working properly. Exterior doors on campus buildings are locked and secured each evening by security officers. Deficiencies in door and security hardware are also reported by these security officers daily.

The security personnel routinely examine the grounds on campus to ensure that shrubbery, trees and other vegetation have been trimmed to reduce potential dangers.

There are no off-campus locations of student organizations recognized by the institution or any off-campus housing facilities of such student organizations.

## FIRE SAFETY

Le Moyne College is committed to providing a safe and secure campus. As part of that commitment fire safety is a key component to achieving that goal and requires a coordinated effort from the entire campus community. All fire incidents should be reported to Campus Security immediately (x4444).

In an effort to minimize the potential for fires in our on-campus housing facilities, Le Moyne College has strict policies that are enforced by Campus Life and Leadership staff and Campus Security. Health and safety inspections are conducted twice a semester in every residence housing facility in an effort to identify any potential problems or prohibited items. Violations are referred to the Office of Judicial Affairs.

Due to Le Moyne's unique geographic location, which includes six residence halls and 12 apartment style housing units, the campus is protected by three fire departments: the Syracuse Fire Department, DeWitt Fire Department and East Syracuse Fire Department.

### STUDENT HOUSING EVACUATION PROCEDURES

- When the fire alarm sounds, all persons must evacuate the building.
- Do not use elevators.
- Shut and lock your door when you leave.
- Take your key with you.
- Move well away from the building to allow emergency responders room to work.
- Do not re-enter the building until instructed to do so by emergency personnel or security.

### POLICIES ON SMOKING, CANDLES AND PORTABLE ELECTRICAL DEVICES

- **Smoking:** Smoking is not permitted in any on-campus residence facility or apartment.
- **Candles and Incense:** Candles and incense are not permitted in any on-campus residence facility or apartment. Candles and incense will be confiscated and disposed of properly. Residents found with a candle and/or incense in their room/suite/townhouse/apartment will be subject to a \$50.00 fine.
- **Portable Electrical Appliances:** Students who bring appliances such as television sets, stereos, microwaves, irons and sewing machines should make sure they are in good working order. Extension cords or multiple plugs are not permitted. Any special requirements should be discussed with the residence hall or Physical Plant staff. It is a good practice to keep all appliances disconnected when not in use. During severe electrical storms, this practice is especially important. The rooms and suites were not designed for cooking. Since cooking and open coil appliances can be extremely dangerous, the following items are not permitted on campus in any student rooms or suites: coffee pots, hotplates, sandwich makers, toaster ovens and electric grills.

Residents at the townhouses, Le Moyne Heights and Le Moyne View may use any of the above in their kitchen area only. When using kitchen facilities, students are reminded not to leave any cooking items unattended. Students found to have left cooking items unattended will be subject to disciplinary action. Space heaters and propane tanks are not allowed in any residential area. Outdoor grills must be at least 15 feet from any building.

## NEW YORK STATE FIRE INSPECTIONS

On a yearly basis the New York State Office of Fire Prevention and Control conducts

inspections on campus to include academic buildings, residence halls, student rooms and mechanical rooms. These inspections are based on the NYS Fire and Property Maintenance Code and National Fire Protection Association standards. Additionally, if any violations are found, the Office of Fire Prevention and Control will conduct a follow-up inspection to ensure that all violations have been corrected.

## **ANNUAL FIRE SYSTEM INSPECTIONS**

Our fire safety systems in each on campus residential facility are inspected annually by New York State licensed inspectors. During these inspections all components of the fire safety system are checked for proper function ability. These tests include the fire panel, heat detectors, smoke detectors, audible horns, strobes, battery backup, etc. Every device associated with the buildings fire safety system is tested.

Also, every fire extinguisher on campus is checked in order to verify the fire extinguisher is in its proper location, is readily accessible, and is full and free of defects. Inspections are conducted, monthly, yearly and every five years as required by law.

## **FIRE AND SAFETY REGULATIONS**

It is essential that all students become familiar with the stairways and all exit doors from the residence halls. The location of fire extinguishers should be carefully noted. In the event that a fire is noticed anywhere on campus, the fire alarm should be pulled, then Campus Security (x4444) should be called immediately from a safe location and given the exact location of the fire. The dispatcher will contact and dispatch security personnel and the appropriate fire department.

Meetings are held during the academic year at which fire drill procedures are explained. Failure to exit a building during a fire alarm is a violation of New York state law. Disciplinary action and a fire safety fine may be imposed for failure to respond to a fire alarm. Any student found to have falsely initiated a fire alarm will be subject to strict disciplinary sanctions.

## **FIRE SAFETY EDUCATION**

All incoming freshmen attend a fire safety class during orientation which is presented by Campus Security in conjunction with the DeWitt Fire Department. During this presentation participants are exposed to a simulated smoke-filled room, utilizing theater smoke, in an effort to recreate what they would face during a fire. Instructors discuss what participants should expect and discuss the proper evacuation procedures.

Campus Life and Leadership staff, as well as Campus Security personnel, provide yearly training to all Resident Directors and Resident Advisors in the area of fire safety and emergency response. Proper evacuation procedures are discussed, along with an overview on how the automatic fire sprinkler system operates, as well as hands-on fire extinguisher training for all Residence Life staff.

During the first week of school, resident advisors review fire safety protocols at hall meetings with all students living in on campus housing.

## **FIRE DRILLS**

In accordance with the New York State Fire Code, fire drills are conducted a minimum of four times per year in all residence halls. All fire drills are coordinated by Campus Security to ensure compliance and that proper evacuation procedures are being followed. All fire drills are documented for the New York State Fire Inspections, which are conducted annually.

## 2010 Fire Safety Systems in Student Housing

| Residence Halls    | Proprietary fire alarm system | Full sprinkler system | Smoke detection | Fire extinguishers | Evacuation plans posted | Yearly fire drills |
|--------------------|-------------------------------|-----------------------|-----------------|--------------------|-------------------------|--------------------|
| Dablon Hall        | x                             | x                     | x               | x                  | x                       | 6                  |
| Foery Hall         | x                             | x                     | x               | x                  | x                       | 7                  |
| Harrison Hall      | x                             | x                     | x               | x                  | x                       | 4                  |
| Mitchell Hall      | x                             |                       | x               | x                  | x                       | 4                  |
| Nelligan Hall      | x                             | x                     | x               | x                  | x                       | 9                  |
| St. Mary's         | x                             | x                     | x               | x                  | x                       | 5                  |
| Le Moyne Heights 1 | x                             | x                     | x               | x                  |                         | 4                  |
| Le Moyne Heights 2 | x                             | x                     | x               | x                  |                         | 4                  |
| Le Moyne Heights 3 | x                             |                       | x               | x                  |                         | 4                  |
| Le Moyne Heights 4 | x                             |                       | x               | x                  |                         | 4                  |
| Le Moyne View 1    | x                             |                       | x               | x                  |                         | 5                  |
| Le Moyne View 2    | x                             |                       | x               | x                  |                         | 5                  |
| Townhouse 1        | x                             |                       | x               | x                  |                         | 4                  |
| Townhouse 2        | x                             |                       | x               | x                  |                         | 4                  |
| Townhouse 3        | x                             |                       | x               | x                  |                         | 4                  |
| Townhouse 4        | x                             |                       | x               | x                  |                         | 4                  |
| Townhouse 5        | x                             |                       | x               | x                  |                         | 4                  |
| Townhouse 6        | x                             |                       | x               | x                  |                         | 4                  |
| McKeon House       | x                             |                       | x               | x                  |                         | 4                  |

x = included

## 2010 On Campus Student Housing Fires

| Residential Facilities | Total fires in each building | Case #  | Date    | Time      | Number of injuries | Number of deaths | Cause of fire | Value of property damage |
|------------------------|------------------------------|---------|---------|-----------|--------------------|------------------|---------------|--------------------------|
| Dablon Hall            | 0                            |         |         |           |                    |                  |               |                          |
| Foery Hall             | 0                            |         |         |           |                    |                  |               |                          |
| Harrison Hall          | 0                            |         |         |           |                    |                  |               |                          |
| Mitchell Hall          | 0                            |         |         |           |                    |                  |               |                          |
| Nelligan Hall          | 0                            |         |         |           |                    |                  |               |                          |
| St. Mary's             | 0                            |         |         |           |                    |                  |               |                          |
| Le Moyne Heights 1     | 0                            |         |         |           |                    |                  |               |                          |
| Le Moyne Heights 2     | 0                            |         |         |           |                    |                  |               |                          |
| Le Moyne Heights 3     | 0                            |         |         |           |                    |                  |               |                          |
| Le Moyne Heights 4     | 0                            |         |         |           |                    |                  |               |                          |
| Le Moyne View 1        | 0                            |         |         |           |                    |                  |               |                          |
| Le Moyne View 2        | 0                            |         |         |           |                    |                  |               |                          |
| Townhouse 1            | 1                            | B10-87  | 4/14/10 | 7:35 p.m. | 0                  | 0                | oven fire     | \$0.00                   |
| Townhouse 2            | 0                            |         |         |           |                    |                  |               |                          |
| Townhouse 3            | 1                            | B10-161 | 9/4/10  | 6:20 p.m. | 0                  | 0                | pan fire      | \$0.00                   |
| Townhouse 4            | 0                            |         |         |           |                    |                  |               |                          |
| Townhouse 5            | 0                            |         |         |           |                    |                  |               |                          |
| Townhouse 6            | 0                            |         |         |           |                    |                  |               |                          |
| McKeon House           | 0                            |         |         |           |                    |                  |               |                          |



## Important Phone Numbers

From off campus, the Campus Security phone number is 445-4444 (fax: 445-6021).

### From on-campus phones, dial:

|                                       |       |
|---------------------------------------|-------|
| Campus Security                       | x4444 |
| Student Development                   | x4525 |
| Campus Life and Leadership            | x4520 |
| Wellness Center (Health Services)     | x4440 |
| Wellness Center (Counseling Services) | x4195 |

Visit our Web site at: [www.lemoyne.edu/wellness](http://www.lemoyne.edu/wellness).

Physical and emotional health services for victims of sexual offenses can be accessed through the Wellness Center for Health and Counseling.

|             |       |
|-------------|-------|
| Information | x4100 |
|-------------|-------|

# LE MOYNE

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WWW.LEMOYNE.EDU

PREPARED BY THE LE MOYNE COLLEGE CAMPUS SECURITY IN 2011.