Stevens Institute of Technology
2017 Annual Security and Fire Safety Report
From the Chief of Police

Thank you for taking the time to view the 2017 Annual Security and Fire Safety Report for Stevens Institute of Technology.

Stevens Institute of Technology is committed to providing a safe and secure environment for students, faculty, staff and visitors. Providing a safe environment for our students while they enjoy their college experience and all of the wonderful opportunities that go along with college campus living and learning is our top priority. The Stevens Campus Police is staffed 24/7 and trained to handle all types of situations, from the routine calls for assistance to serious emergencies. Our officers are fully certified by the New Jersey Police Training Commission and have full police powers within the State of New Jersey. In addition, our staff of 19 armed Police Officers is complimented by 2 dispatchers who assist in providing professional security services to the Stevens community. As the current President of the Hudson County Chiefs of Police Association (2014-2017), I work closely with other Police Chiefs from the surrounding community to ensure that we coordinate our public safety efforts and collaborate in bringing about new programs to serve our community.

The Stevens Institute of Technology campus is 58 acres and located in historic Hoboken, New Jersey. Situated along the Hudson River, the Stevens campus features a beautiful panoramic view of the New York City skyline and is the highlight of a city that hosts a vibrant community of local residents, businesses and visitors. Our approach to providing campus safety and security is one of community policing and partnership building within the Stevens community and with our host city. Stevens also focuses on emergency management operations in the unlikely event that an incident that represents a serious or continuing threat to our community should occur.

We hope that you find the information in our annual security and fire safety report a great resource in making your stay at Stevens a safe one.

Timothy J. Griffin

Timothy J. Griffin
Chief of Police
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Stevens Resources and Campus Police Partners

For Emergencies
Campus Police 201.216.3911
Off Campus Emergency 911

Health Care Resources
Stevens Health Services 201.216.5678
Student Counseling & Psychological Services 201.216.5177

Non-emergency Contact Information
Campus Police 201.216.5105
Hoboken Police Department 201.420.2100
Hoboken Fire Department 201.420.2004
Hoboken University Medical Center 201.418.1000

Drug and Alcohol Help Numbers
Alcoholics Anonymous 1-800-ALCOHOL
Alcohol Hotline 1-800-322-5525
Alanon 973-744-8686
Children of Alcoholics 201-659-0683
201-218-9544

Drug & Alcohol Helpline 1-800-541-LIFE
Narcotics Anonymous 1-800-992-0401
NJ Drug Hotline 1-800-225-0196

For Reporting Sexual Assaults; Resources
Title IX Coordinator 201.216.5679
Campus Police 201.216.3911
Hoboken Police Department 201.420.2100
Hoboken University Medical Center 201.418.1000
Hudson County Prosecutor’s Office 201.915.1234
Stevens Health Services 201.216.5678
Student Counseling & Psychological Services 201.216.5177
Compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the “Clery Act”)

The Clery Act requires colleges and universities to:

- publish three years of crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities (collectively, referred to in this Report as “Stevens Geography”). The statistics must be gathered from campus police or security, local law enforcement, and Stevens officials who have significant responsibility for student and campus activities;
- publish certain campus security policy statements;
- provide timely warning notices of those crimes that have occurred in Stevens Geography and pose an ongoing threat to students and employees;
- record in a public crime log any crime that occurred on campus or within the patrol jurisdiction of Campus Police and is reported to Campus Police; and
- record in a public fire log a record of any fire that occurred in an on-campus student housing facility.

Stevens Campus Police are responsible for preparing and distributing this Report. The information contained within the Report includes statistical information gathered for the 2014, 2015 and 2016 calendar years. We work with many other departments at Stevens, such as the Division of Student Affairs, which includes the Dean of Students and the Dean of Residence Life, to compile the information contained in the Report. We also work with outside law enforcement agencies who have jurisdictional authority in areas adjacent to the campus and off-campus locations where Stevens owns or controls property.

We encourage members of the Stevens community to use this Report as a guide for safety resources both on and off campus.

Each member of the Stevens community receives an e-mail that describes this Report and provides its Web address for viewing. For more information or for a copy of this Report, contact Stevens Campus Police at 201.216.5105 or via email at tgriffin@stevens.edu.

Stevens Campus Police

Our Mission and Core Values

"To Protect and Serve the Stevens Community, secure its property, enforce the laws of the State of New Jersey, prevent, detect and deter crime and prepare the Stevens Community to respond to any unforeseen crisis in a manner that allows the Institution to continue to function"

- **Pride** We possess a high sense of honor and tradition in carrying out our police duties and recognize that the service we provide others is a direct reflection upon Stevens and its time honored history.
Duty  We are committed to carrying out our duties to ensure that those we serve are afforded the most professional police services we can provide. We do our best to demonstrate our commitment to serve by placing the needs of others ahead of our own.

Professionalism  We constantly strive toward excellence through continuing training, education, innovative thinking and a commitment to updating and improving those tools that help us to help others. We treat those with whom we serve with respect, fairness and courtesy.

Stevens Police Authority and Jurisdiction Policies

Law Enforcement Authority

Stevens Campus Police (“Campus Police”) is staffed 24/7 and trained to handle all types of situations from routine calls for assistance to more serious emergencies. The officers are fully certified by the New Jersey Police Training Commission and have full police powers within the State of New Jersey, including the power of arrest in accordance with New Jersey law. In addition, the staff of 19 armed Police Officers is complemented by 2 dispatchers who assist in providing professional security services to the Stevens community.

Interagency Cooperation

Campus Police is responsible for investigating alleged criminal acts that occur on-campus as well as on or near campus housing and facilities, including for activity in non-Stevens-owned Greek Houses located near campus. Campus Police are also first responders within the City of Hoboken whenever mutual aid is requested in furtherance of the Hudson County Mutual Aid Agreement among all county law enforcement agencies. Campus Police are assisted in investigating crimes by the Hoboken Police Department and the Hudson County Prosecutor’s Office (“HCPO”) whenever appropriate.

Campus Police also works closely with the Hoboken Police Department in cooperative efforts that benefit Hoboken and Stevens such as the Junior Police Academy and National Night Out for young teenagers and joint training initiatives. In addition, Stevens Campus Police enjoys a close working relationship with the HCPO, the Hudson County Chiefs of Police Association, the New Jersey State Police, and other local, county, state and federal law enforcement agencies. This cooperation allows for the sharing and dissemination of critical information among all of the agencies in order to maintain an informed and safe community.

Seven members of Campus Police are assigned to the Hudson County Rapid Deployment Force where they receive extensive training in the areas of Civil Disobedience, Mass Transportation Security, Active Shooter Training and many other fields of training, and have been deployed around the State during numerous emergent situations.
Crime Reporting Policy Statement

Introduction

Stevens Institute of Technology is committed to conducting its academic and administrative responsibilities in an ethical and lawful manner and in accordance with applicable laws, regulations and Stevens policies. Stevens depends on its faculty, staff and students to share in this responsibility through the timely reporting of suspected illegal activity.

Members of the Stevens community who engage in illegal activity are subject to disciplinary action, up to and including termination of employment or student status, and/or criminal prosecution. Stevens reserves the right to refer a matter to law enforcement for criminal prosecution.

All crime victims are strongly encouraged to report all crimes accurately and promptly to Campus Police, or to local police if the crime occurs off-campus. In the event that a crime victim is incapacitated, other members with knowledge of the crime are encouraged to immediately report it to Campus Police by calling 201-216-3911.

Except for confidential communications made to psychological counselors or physicians acting in their official capacity, all Stevens employees are instructed to report any suspected crimes. In addition to Campus Police officers and staff, certain Stevens administrators have a separate and additional responsibility under federal law to inform Campus Police of specified crimes witnessed by them or reported to them. These administrators are known as Campus Security Authorities (“CSAs”). A CSA is defined as “an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.” Stevens has identified its CSAs and has informed them of their responsibilities in writing and through mandatory training.

Stevens Campus Police is responsible for investigating all criminal matters that occur on Stevens on-campus properties and affiliated Greek Houses. Criminal matters that occur in off-campus facilities, including Stevens leased housing, or on public property adjacent to Stevens’ campus are handled by the Hoboken Police Department often with assistance from Campus Police. Crime statistics that occur in both non-campus and public property areas are reported by Stevens based upon available information obtained from local police departments and are included in this Report for the three most recent years. See Appendix A for a list of reportable crimes under the Clery Act.

Contacting Stevens Campus Police

Complaints of suspected or actual criminal activity should be reported immediately to Campus Police at one of the following numbers:

Main Number - Dial 201.216.5105                        Emergency Number - 201.216.3911
The primary concern of Campus Police is always safety. Reporting an incident to Campus Police does not mean that a victim must file criminal charges. Accordingly, in most situations, the victim will be able to play a role in determining whether Campus Police (or some other law enforcement agency) conducts a criminal investigation. Depending on the nature of information reported to Campus Police, Stevens may have an obligation to further investigate, regardless of whether criminal charges are brought.

**Policy Prohibiting Retaliation**

Stevens maintains a policy prohibiting retaliatory action against members of the Stevens community who disclose or report potential violations of law to Stevens or to public bodies; the policy is available at: [https://www.stevens.edu/sites/stevens_edu/files/files/UPL/Whistle-Blower_Policy_10dec2010.pdf](https://www.stevens.edu/sites/stevens_edu/files/files/UPL/Whistle-Blower_Policy_10dec2010.pdf)

**Policy on Confidential Reporting of Crime; Confidential Reporting to Pastoral and Professional Counselors**

In addition to reporting to Campus Police, Stevens has several methods for individuals to report crimes and other serious incidents, including the ability to report on a confidential basis. To report crimes and other serious incidents on a voluntary and confidential basis (including an anonymous report of a sexual assault), any community member may complete a Voluntary and Confidential Reporting of Crimes Form. A person may choose to write a letter or note instead of filling out the form. Stevens Campus Police has placed drop-boxes at three locations where reports may be submitted. These boxes are located at the Howe Center Desk located in the Howe lobby, the Student Health Center and the Office of Student Counseling and Psychological Services. Campus Police routinely check these boxes for reports.

Confidential reports that provide sufficient detailed information for classification of an offense by Campus Police will be included in Stevens’ crime statistics.

Pastoral and professional counselors are encouraged, as they deem appropriate, to inform persons they are counseling of the procedures allowing confidential reporting. These procedures allow individuals, including witnesses, to report crimes on a confidential basis. Campus “pastoral counselors” and campus “professional counselors,” when acting as such, are not considered campus security authorities and are not required to report crimes for inclusion in the annual disclosure of crime statistics. A professional counselor is considered to be a Stevens employee whose official responsibilities include providing psychological counseling to students and who is functioning within the scope of their license or certification. A pastoral counselor is an adviser who provides pastoral counseling and/or religious services for Stevens students.

**Compliance Hotline**

While not intended for reporting of crimes, Stevens also maintains a Compliance Hotline, which may be used to file identified or anonymous reports of violations of law or Stevens’ policies, [https://secure.ethicspoint.com/domain/media/en/gui/31028/index.html](https://secure.ethicspoint.com/domain/media/en/gui/31028/index.html). This Compliance Hotline should not be used in emergency situations; for all emergencies, call Campus Police or dial 911.
Security of and Access to Campus Facilities and Stevens Housing

Stevens encourages an open campus environment with limited constraints to ensure the reasonable protection of all members of the community.

An automated card access control system is installed on exterior doors in many academic, and administrative buildings. All on-campus student housing facilities require 24/7 swipe card access. For academic and administrative buildings, swipe access is on a timer, which limits accessibility to the facility to certain hours of the day and evening, depending upon the facility and the need for access by authorized persons. Stevens faculty, staff and students with a need to access a facility after hours must contact the appropriate department manager to request access.

All undergraduate residence halls are equipped with an electronic card access control system providing access to current students and authorized staff and faculty. Guests and other visitors may visit residence halls provided they have been authorized by a member of the community. Unauthorized guests are not permitted in the residence halls. Doors to student residences are locked 24 hours a day.

The fraternity and sorority houses owned by Stevens are equipped with an electronic card access control system providing access to current students and authorized staff and faculty. Stevens’ leased housing facilities have specific security systems that are managed by the management/owner of the property.

Security Considerations in the Maintenance of Campus Facilities

Stevens is committed to campus safety and security and exterior lighting and landscape control is a critical part of that commitment. Moreover, fifty six security cameras are positioned throughout the campus for exterior monitoring. Campus Police report unsafe conditions found on campus during regularly assigned patrols. Stevens encourages community members to report any instances of inadequate lighting or concerns about physical security to Stevens Campus Police at 201.216.5105.

Daily Crime Log Policy

Stevens Campus Police maintains crime and fire logs at the Campus Police Headquarters at the Gatehouse on the southern end of campus (see campus map on p. 25), and these logs are open for public review. These logs are continuously updated and are available for inspection during business hours.

Campus Crime and Other Notifications

Stevens Campus Police is responsible in all instances for delivery of timely warning notices, crime alerts and other communications regarding emergency situations affecting the Stevens’ community. Based on varying circumstances, Campus Police works with senior administrators
across campus to assess and evaluate whether a notice is warranted and works with Student Affairs and the Office of Communications and Marketing to compose and deliver effective and timely communications.

Timely Warning Notices

Stevens Campus Police will issue a timely warning notice to the Stevens community in the event a situation arises on campus or in another part of Stevens Geography that in the judgment of the Chief of Campus Police constitutes an ongoing or continuing threat to Stevens faculty, staff or students. The warning will be issued through the Stevens email system to students, faculty and staff. Notices do not identify victims in order to protect their privacy.

Crime Alerts

From time to time, Stevens Campus Police will issue a crime alert to inform the Stevens community of criminal activity in the vicinity of Stevens campus or other parts of Stevens Geography. Crime alerts are issued through the Stevens email system to students, faculty and staff.

Campus-wide Alert System

Stevens Campus Police also issues timely warning notices via text messaging to the campus community. These communications are sent to individuals who subscribe to the Everbridge campus-wide alert system. All students, faculty and staff are encouraged to sign up to receive these notices. See the Stevens Campus Police Website for further information, https://www.stevens.edu/directory/campus-police.

Emergency Response Plan

Stevens’ Emergency Response Plan (“ERP”) outlines policies and procedures for managing emergencies, including those which may threaten the health and safety of the campus community or significantly disrupt Stevens’ programs and activities. The ERP provides a structure for coordinating preparedness, response and recovery efforts for emergencies and disasters.

The ERP applies to a broad range of emergencies and other events that can impact the safety of the Stevens community and its constituents. The ERP is designed for major emergencies and is activated when an emergency reaches proportions beyond the capacity of routine departmental response procedures. Stevens Campus Police responds to the scene of all emergencies and begins to coordinate response efforts with other Stevens’ resources and, as appropriate, outside agencies.

The Vice President for Enrollment Management and Student Affairs serves as the primary incident commander (“IC”) during emergencies for which the ERP is triggered. During an emergency or disaster, the IC activates an incident command system (“ICS”), designed to meet the complexity and demands of the particular emergency. The ICS consists of members of
Stevens’ day-to-day emergency response team (“ERT”), other administrative staff with expertise in responding to emergency situations and trained first responders. Together, they are responsible for the ERP and carrying out exercises in order to prepare for varying types of disasters.

Upon determining that an emergency situation warrants notification to the community, and taking into account the safety of affected individuals and the campus community, the IC, Campus Police, or another office designated by the IC, immediately sends a message to the campus community, or to a particular message group defined by geography, via email, text messaging, social media, websites, and/or radio. As indicated above, Stevens encourages all students, faculty and staff to subscribe to the Everbridge campus-wide alert system to ensure receipt of campus-wide alerts. The content and method of delivery of emergency notifications is tailored to the nature and level of the emergency as determined by the IC, Campus Police and/or other members of the ICS.

On at least an annual basis, evacuation plans are tested for each building located on the Stevens campus to prepare building occupants for an organized evacuation in case of fire or other emergency. For each building, an evacuation drill is conducted. The drill is scheduled, unannounced, and requires the coordination of Stevens’ first responders. Upon completion of every drill, an evacuation report is prepared documenting the evacuation time, the number of persons evacuated, as well as the functioning of the alarm system and related equipment.

All members of Campus Police regularly train and participate in active shooter drills that prepare them for responding to a range of active shooter scenarios. Campus Police also conducts active shooter training for faculty, staff and students throughout the year. The training is designed to empower members of the campus community with an actionable strategy to respond to such threats and decrease the likeliness of physical harm.

Emergency Warning Siren

The need to communicate emergency instructions during a crisis situation is central to the effectiveness of executing Stevens’ ERP. In serious emergency situations which are based in a particular location, alarms located inside that location alert everyone in the location to evacuate. In more serious or wide-spread emergencies, the campus-wide emergency warning siren will be activated in order to immediately notify all members of the Stevens community within earshot that an emergency exists. Campus Police are responsible for determining when to communicate emergency instructions and for taking action to do so.

Crime Prevention Education and Awareness

Stevens Campus Police and the Division of Student Affairs stress the importance of crime prevention and safety for the Stevens community. Crime prevention lectures on personal safety, fire safety, firearms awareness, drunk driving and the safeguarding of personal property are presented to campus organizations and students groups throughout the year. During student
orientation, mandatory sessions are offered on crime, fire prevention and drug and alcohol awareness. Stevens Campus Police routinely publishes useful crime prevention tips to the entire Stevens community and conducts informal lectures on residential safety and other safety related topics to the many Greek communities, student clubs and other organizations at Stevens.

Stevens’ approach to providing campus safety and security is one of community policing and partnership building within the University community and with Stevens’ host city, Hoboken, N.J. In all of its communications with students, faculty and staff, Campus Police reminds community members of the importance of taking responsibility for their own security and the security of others. Students, faculty and staff are encouraged to take advantage of all available resources to protect themselves, including the shuttle bus service and escort service described below.

**Shuttle Bus Service**

Stevens provides shuttles that service the off-campus residential community, during the Fall and Spring semesters. Shuttles have reduced service over break periods and during the summer semesters. The full schedules are posted online at: [https://www.stevens.edu/campus-life/transportation/stevens-shuttles](https://www.stevens.edu/campus-life/transportation/stevens-shuttles).

In addition to the shuttle service for students residing off campus, Stevens employs two additional shuttle lines to meet the needs of commuting students, faculty and staff on a year-round basis. These shuttles run continuously every 15 to 20 minutes between campus and the Hoboken PATH/New Jersey Transit Lackawanna Station and the 8th St Light Rail Station. The schedules for these shuttles are posted at [https://www.stevens.edu/campus-life/transportation/stevens-shuttles](https://www.stevens.edu/campus-life/transportation/stevens-shuttles).

**Escorts to Off-Campus Housing**

During evening hours when the Stevens shuttles are not running and upon request, Stevens Campus Police will provide an escort ride to students who live off campus as they travel from campus to their residence. Stevens Campus Police is also available for escort services anytime a student feels that an unsafe condition exists.

**Student Code of Conduct**

Stevens is dedicated to providing an environment that reflects its core values of honor, academic integrity, trust and mutual respect. The conduct of Stevens’ undergraduate and graduate students is expected to reflect these values.

The Student Code of Conduct provides guidance concerning the kinds of behavior that are consistent with Stevens’ mission and values, and promote interactions appropriate in a higher education community. The Student Code of Conduct fosters a climate in which all students, faculty, and staff feel safe and valued. It is applicable in any university owned, operated, leased, controlled or affiliated property, and at university sponsored or officially sanctioned activities on or off campus.
Alcohol and other Drug Policies

The abuse of alcohol and other drugs is a grave danger to Stevens and its educational mission, and to the well-being of the community as a whole. Because of our concern for the health and safety of our students and employees, the importance of an efficient and effective workforce, and our intent to comply with applicable federal, state and local laws regarding substance abuse, Stevens maintains a policy on alcohol and drug use, summarized below.

Stevens is committed to a drug-free environment. The possession, sale, use, or distribution of illegal drugs is a violation of federal and state law. The unlawful manufacture, possession, distribution, dispensation, sale, or use of controlled substances (illegal drugs) or prescription drugs on the campus is prohibited and will not be tolerated. Any student found selling or distributing illegal drugs will be reported immediately to Campus Police and will be held accountable based on Stevens’ student conduct procedures as administered by the Office of Residence Life and the Dean of Students. Sanctions may include removal from Stevens housing, and/or suspension or expulsion from Stevens.

Alcoholic beverages cannot be brought into or consumed on Stevens’ premises, except in connection with authorized Stevens’ events and in accordance with University policies. No alcohol may be served at any Stevens function without the prior approval of the Office of University Events. The possession, sale, use or distribution of alcoholic beverages by individuals under the age of 21 is prohibited. The possession and use of alcoholic beverages by individuals who are 21 years of age at approved events and in their private rooms is permitted.

Common areas of Stevens housing may not be used for gatherings at which alcohol is served. No alcoholic games are allowed in Stevens housing. Kegs and beer balls are prohibited. No alcoholic beverages or containers are permitted in any room or in possession of residents under the age of 21, or in freshman/alcohol-free residence halls. No glass collections, bottle collections, beer cans, alcohol or drug paraphernalia – including posters – are allowed in Stevens’ residential housing. Finally, to discourage excessive consumption, large quantities of beer, wine or hard liquor are prohibited in all student rooms. No individual student may possess in their room more than six (6) 12 oz. bottles/cans of beer or .75 liter of wine or .75 liter of spirits at one time, provided the authorized occupants of the room are 21 and over.

Stevens strictly enforces these policies. Violators are subject to sanctions up to and including suspension, expulsion and/or arrest and prosecution.

Alcohol and Drug Education Programs

Stevens offers regular programming, workshops and events that address the use and abuse of alcohol and drugs. Offices including Residence Life, Student Life/Greek Life, and Counseling and Psychological Services offer a range of educational programs and events for students. All three offices, along with the Office of Disability Services, collaborate for an annual wellness fair
called THRIVE. All new students are required to participate in Alcohol.edu, an online education program, prior to arriving on campus. During orientation, new students attend an additional educational session on alcohol and drug abuse. All new members of fraternities and sororities are also required to attend a new member education series which includes programming regarding responsible use of alcohol, the dangers of alcohol and drug use and Steven’s policies regarding drug and alcohol use.

Alcohol Awareness Week takes place during October of each academic year and includes an array of programs presented by the Office of Undergraduate Student Life, the Office of Residence Life, and Counseling and Psychological Services.

These alcohol and drug education programs are described in more detail below:

*AlcoholEdu for College* is an interactive online program designed to reduce the negative consequences of alcohol among students. Stevens requires all incoming first year students to complete both part one and part two of AlcoholEdu for College during the first 2 months on campus.

*College 101*, a play written and performed by members of the Residence Life staff and Orientation Leadership team, is presented to all incoming students during new student orientation and addresses sexual assault, bystander intervention, healthy relationships, and risk reduction. This engaging and realistic performance not only tackles situations involving consent and sexual assault but also the consequences of alcohol and other drug use, LGBTQ+ awareness and sensitivity, and diversity.

*THRIVE* is an annual event focused on the mind, body, and soul of our students to promote mental, physical, and emotional wellness. The event features community partners, volunteer organizations, local gyms and wellness centers, informational tables, 30 minute wellness classes, alcohol and other drug resources, mental health information, healthy snacks, and more.

*Speak Up!* is a bystander intervention training program that teaches students how to intervene when another student is in need. All new freshmen receive information on the “Speak Up!” program with details on how to intervene in various situations. Additionally, Resident Advisors, Orientation Leaders, and all NCAA athletic teams attend a one-hour training to address bystander intervention as it relates to sexual assault, alcohol, discriminatory language and depression.

*Warning Signs* educates staff, faculty and students about the warning signs of a student in distress. Included in the workshop is information on how to recognize and respond to signs and symptoms of drug and alcohol abuse.

*Drug and Alcohol Workshop* is offered through the Counseling and Psychological Services Office and facilitated by Stevens’ trained Peer Educators. It focuses on drug and alcohol issues facing college students.
Notification of Missing Student Policy

Stevens maintains a Missing Student Policy that applies to all Stevens Institute of Technology students living in Stevens housing (whether located on or off-campus).

It is the policy of Stevens to respond to all reports that a student who resides in Stevens housing (whether located on or off-campus) is missing. Students are under no obligation to notify Stevens of time spent away from their residences; however, a student is defined as “missing” when their absence for a period of 24 hours is inconsistent with their established patterns of behavior and the deviation cannot be readily explained. Before presuming that a person is missing, reasonable measures will be taken to determine whether or not the person is at their on- or off-campus place of residence, and whether or not anyone familiar with the person has seen or heard from the person or is aware of where they may be. Any member of the Stevens community who is concerned that a student is missing should contact Campus Police immediately at (201) 216.3911. Stevens Campus Police is responsible for investigating each report of a missing student and for determining whether the student is missing in accordance with this Policy.

Each student has the option to identify a confidential contact person or persons who will be notified within 24 hours in the event that a determination is made by Campus Police that the student is missing. This contact may be added or updated annually when completing the online application for student housing. Only authorized campus officials and law enforcement officers acting in furtherance of a missing person investigation may access this information. Campus Police will coordinate with local law enforcement agencies no later than 24 hours after determining that a student is missing.

If the student is determined by Stevens Police to be missing, the Dean of Students will:
- Notify the student’s confidential contact (if one is designated) that the student is missing not later than 24 hours after Campus Police determines that the student is missing.
- Notify the student’s emergency contact person if a confidential contact for this purpose is not designated.
- If the missing student is under 18 years of age, and not emancipated, notify a custodial parent or guardian of the missing student not later than 24 hours after Campus Police determines that the student is missing.
- Inform other Stevens units, as needed, that the student is missing.
- Initiate other actions, as needed, in the best interests of the student.

Weapons on Campus

All state and federal statutes as well as local ordinances regarding the possession of firearms and weapons, including air guns, and imitation firearms (both legal and illegal) apply on Stevens’ campus. Subject to limited exceptions, weapons are prohibited on University property. Such items will be confiscated by the Stevens Campus Police Department and individuals involved will be subject to disciplinary action up to and including termination or expulsion, and may be subject to criminal penalties. Any person who possesses the legal authority to carry a concealed
weapon within the State of New Jersey must report to the Chief of Campus Police immediately upon arrival to campus to request permission to carry a firearm on campus.

**Policy on Gender-Based and Sexual Misconduct, Relationship Violence and Stalking**

Stevens is committed to maintaining a safe learning, living and working environment, to educating its community members on issues of sexual assault, sexual harassment, sexual exploitation (together, “sexual misconduct”), relationship violence and stalking, and to pursuing disciplinary action against those who commit misconduct or retaliate against individuals who make a good faith report of such conduct. Students or employees who are determined by Stevens to have committed an act of sexual misconduct, relationship violence, stalking or retaliation in violation of Stevens’ policies are subject to sanction, up to and including separation from the University.

Stevens’ Policy on Gender-Based and Sexual Misconduct may be found at the following link: https://www.stevens.edu/sites/stevens.edu/files/files/Policy_on_Gender-Based_and_Sexual_Misconduct.pdf (the “Title IX Policy”). The Title IX Policy contains important information including procedures to follow if a crime of sexual assault, domestic violence, dating violence or stalking has occurred, information about confidential reporting and resources, and a description of the resources, options and assistance that will be available to students and employees who make a report under the Title IX Policy. An overview of the University’s policy, procedures and resources appears below.

Stevens’ Title IX Coordinator may be contacted to report an incident, ask a question or to access resources:

**Dr. Kristie Damell**
Associate Dean of Students and Title IX Coordinator
10th Floor of the Howe Center
Phone: 201-216-5679
E-mail: Kristie.Damell@stevens.edu

In addition, Stevens has appointed a Deputy Title IX Coordinator who may also be contacted:

**Maria Sinaileen Ouckama**
Senior Director, Human Resources and Deputy Title IX Coordinator
5th Floor of the Howe Center
Phone: 201-216-5146
E-mail: mouckama@stevens.edu

Stevens’ Title IX website provides information about on and off campus resources and provides information on Stevens’ Title IX policy and procedures as well as educational programs and awareness campaigns. This website can be accessed at http://www.stevens.edu/titleix.
Responding to Sexual Misconduct

Stevens treats allegations of sexual misconduct very seriously and has a system in place to assist persons affected by sexual misconduct in obtaining medical treatment, counseling and police assistance. In addition, various forms of accommodations may be made to protect students who have been subject to sexual misconduct including changes in housing, “no contact” orders, and other types of residential and academic assistance.

Reporting Sexual Misconduct

Individuals who have been affected by sexual misconduct have several reporting options, including the option to notify campus or other law enforcement authorities. Stevens staff will assist any individual in notifying law enforcement authorities, if the individual wishes. The individual may also decline to notify law enforcement if they choose.

The safety and well-being of individuals are of paramount importance. Stevens strongly encourages individuals who have been affected by sexual misconduct to contact trained professionals for emotional support, medical services and advocacy with reporting and/or the criminal justice system. Stevens works closely with the Hudson County Sexual Assault Response Team (SART). SART can be contacted through Hudson Speaks at 201-795-5757.

Stevens and Community Resources

- Title IX Coordinator, Howe Center, 10th Floor, 201.216.5679
- Deputy Title IX Coordinator, Howe Center, 5th Floor, 201.216.5146
- Stevens Campus Police Gatehouse, 201.216.5105
- Office of Residence Life, 7th floor Howe Center, 201.216.5128
- The Dean of Students, 10th floor Howe Center, 201.216.5699
- The Stevens Health Center, 1st floor, Jacobus Hall, 201.216.5678
- The Stevens Counseling Center 7th floor, Howe Center, 201.216.5177
- Hoboken Police Department, 201.420.2100
- The Hudson County Prosecutor’s Office Sex Crimes Unit, 201.915.1234
- Hudson Speaks Against Sexual Violence, 201-795-5757
Recommended Steps for Persons Affected by Sexual Assault

To get immediate medical treatment, call 201.216.3911 or 911. It is important that a person who is sexually assaulted receive prompt medical attention to ensure that they are medically well. Since physical injury is not always noticeable at first, it is important to receive a medical examination and treatment as soon as possible. This may include screening and/or treatment for sexually transmitted infection and/or emergency contraception if appropriate.

The examination should also include the collection of physical evidence for use in resolving a complaint or prosecution, if the individual so chooses. Such evidence may increase the chances of successful prosecution, and its collection is therefore strongly encouraged. For this reason, individuals who have been sexually assaulted should not bathe, douche, or change clothes before seeking medical treatment. Forensic evidence is collected by a medical provider, usually in an emergency room, up to 96 hours following a sexual assault. Stevens’ students can go the Hoboken University Medical Center Emergency Room or any nearby hospital emergency room. The medical exam and collection of forensic evidence are done simultaneously. Even though an individual may be unsure initially about reporting the incident to the police, they may later decide to report after they have had time to recover. Collecting forensic evidence makes it much easier to pursue a prosecution later. Toxicology testing for “date rape drugs” is most effective within 72 hours of an assault.

For questions regarding the collection of physical evidence, please should contact Stevens Campus Police or:

Hudson County Prosecutor’s Office  
Special Victims Unit, 555 Duncan Avenue  
Jersey City, New Jersey 07305  
201-915-1234

SART Sites:  
Hoboken University Medical Center, Hoboken, NJ  
308 Willow Ave  
Hoboken, NJ 07030  
201-418-1000

Christ Hospital, Jersey City, NJ  
176 Palisade Ave  
Jersey City, NJ 07306  
201-795-8375

Jersey City Medical Center, Jersey City, NJ  
355 Grand Street  
Jersey City, NJ 07302  
(201) 915-2000
Confidentiality

The University is committed to protecting the privacy of all individuals involved in a report of misconduct under the Title IX Policy consistent with the need for a thorough review of the allegation by the University. Information reported will be shared only on a need-to-know basis and in accordance with applicable policies and procedures. All employees who are involved in the University’s Title IX response, including investigators and adjudicators, receive specific training and guidance about safeguarding private information.

Individuals who wish to seek confidential assistance may do so by speaking with professionals who are mandated by law to protect the confidentiality of a disclosure. On campus, these professionals include the counselors at Student Counseling and Psychological Services or any physician at the Student Health Center or employed by the University (in the context of a doctor-patient relationship). University employees who are not designated as confidential resources are required to promptly share a report of misconduct covered by the Title IX Policy with the Title IX Coordinator or Deputy Title IX Coordinator.

Where a complainant makes a report to a Stevens’ employee who is not designated as a confidential resource under this Policy, but requests that a name or other identifiable information not be shared with the respondent or that no formal action be taken, the University will balance this request with its obligations to provide a safe and non-discriminatory environment for all community members and to provide a fair and impartial process that includes notice and an opportunity to respond before action is taken against a respondent. The University will take all reasonable steps to investigate and respond to the complaint consistent with the request for anonymity or request not to pursue an investigation or disciplinary action, but its ability to do so may be limited based on the nature of the request by the complainant. The University will seek to address any barriers to proceeding, including retaliation, and will inform the complainant that Title IX prohibits retaliation and the University will take strong responsive action to protect the complainant. Where the University is unable to take action consistent with a request of the complainant, the University’s chosen course of action will be communicated to the complainant.

If a report of misconduct discloses a serious or continuing threat to the campus community, the University will issue a timely notification to the community to protect the health and safety of the community as required by the Clery Act. The timely notification will not include any personally identifying information about the complainant. The University may also share non-personally identifying information about reports received in aggregate form, including data about outcomes and sanctions. At no time will the University release the name of the complainant to the general public without the express consent of the complainant or as otherwise permitted or required by law.

All University proceedings are conducted in compliance with the requirements of the Family Educational Rights and Privacy Act (“FERPA”), the Clery Act (as amended by VAWA), Title IX, state and local law, and University policy.
Definitions of Sexual Misconduct and Related Terms

The definitions of sexual assault, domestic violence, dating violence, stalking and consent from the FBI’s Uniform Crime Reporting Program and the Violence Against Women Reauthorization Act and New Jersey state law appear in Appendices B and C, respectively. The definition of sexual misconduct and related terms as used in the Stevens Title IX policy appear in Appendix D.

Investigation of a Title IX Complaint

All Title IX complaints are investigated and addressed in a timely manner by trained individuals who are free from any conflicts of interest which may affect their judgment in the application of the Title IX Policy. Upon receipt of a report, Stevens takes immediate steps to assess the conduct, impose interim measures, and determine the appropriate course of action. The investigation will be initiated by a written notice of investigation, which will include the names of the parties, a brief description of the alleged conduct, and the potential policy violations. All Title IX investigators receive annual training on issues relating to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation in a manner that protects the safety of the complainant.

The investigator will conduct a prompt, thorough, fair and impartial initial investigation of the complaint in the manner they deems necessary. Stevens provides timely notice of any meeting or proceeding at which the party’s presence is contemplated by these procedures. Stevens also provides timely and equal access to any information that will be used during voluntary or formal resolution of a complaint and related meetings or proceedings.

Advisor of Choice

All parties may elect to have an advisor of their choosing present during any meeting or proceedings under the Title IX policy. The advisor may not speak or otherwise participate in the proceeding. The advisor’s function is solely to observe, provide support, and provide guidance or advice to the party outside of the proceeding.

Timelines

While the length of an investigation will depend on a variety of factors including the nature and scope of the allegations, the number of parties and witnesses and the availability of parties and witnesses, the University will seek to conclude the investigation within twenty-five (25) working days of the notice of investigation. The University will seek to resolve the complaint, exclusive of any appeals, within sixty (60) working days of the notice of investigation.

The University may determine that circumstances warrant extending the timelines for investigation and resolution of a report for good cause. Such circumstances may include the unavailability of a party or key witnesses due to holidays or other breaks. In such cases, the
University will simultaneously notify parties in writing of the status of the report, the revised timelines for its investigation and/or resolution and the reason for delay.

**Standard of Review**

The standard of review that the University will use when reviewing a complaint and making related determinations is the standard of “preponderance of the evidence.” This means that the University will decide whether it is “more likely than not,” based upon the information provided, that the respondent is responsible for the alleged violation(s).

**Obligation to Participate by University Employees**

The University expects all members of the faculty and staff to cooperate fully in the investigation of complaints. Any faculty or staff member who is the subject of, a potential witness regarding, or the recipient of a report of misconduct covered by the Title IX Policy and refuses to cooperate in an investigation is subject to discipline up to and including termination of employment.

**Protective Measures**

Upon receipt of a report of misconduct, the University will notify the complainant in writing about the availability of reasonable and appropriate interim steps to protect their safety and well-being or to eliminate the reported hostile environment. Interim steps may be both remedial (designed to address the complainant’s well-being and continued access to educational and employment opportunities) or protective (involving action against a respondent). Remedial measures are available regardless of whether the complainant chooses to pursue any action under the Title IX policy.

The University is obligated to comply with a student’s reasonable request for a living and/or academic change following an allegation that the student has been subject to sexual misconduct. Requests for changes to academic, living, transportation, or working situations, or other protective measures or accommodations should be made to the Title IX Coordinator or Deputy Title IX Coordinator. The Title IX Coordinator will maintain the privacy of any interim measures provided to the extent possible. The University will maintain consistent contact with the parties to ensure that all safety and emotional and physical well-being concerns are being addressed. All individuals are encouraged to report concerns about failure of another individual to abide by any restrictions imposed by an interim measure. The University will take immediate and responsive action to enforce a previously implemented measure.

**Complaint Resolution**

Stevens Title IX complaint resolution process is designed to reach a fair, prompt, and impartial finding. A summary of the process is outlined below. For a full description of the complaint resolution process please refer to the Title IX policy at https://www.stevens.edu/sites/stevens_edu/files/files/Policy_on_Gender-Based_and_Sexual_Misconduct.pdf
Title IX Assessment: the Title IX Coordinator will make a prompt assessment of the existence of any risk of harm to individuals or to the campus community and will take steps necessary to address those risks. These steps may include interim protective measures to provide for the safety of individuals and the campus community.

Informal Resolution: Where the Title IX Coordinator concludes that informal resolution may be appropriate, the University will take immediate and corrective action through the imposition of individual and community remedies designed to eliminate the conduct, prevent its recurrence and address its effects. Participation in informal resolution by a complainant is voluntary, and a complainant can request to end informal resolution and pursue an investigation or other action at any time. The Title IX Coordinator will maintain records of all reports and conduct referred for informal resolution, which will typically be completed within sixty (60) days of the initial report.

Formal Resolution: Should an informal resolution be inappropriate or unattainable, the matter will be reviewed under the following process: The investigator will a) conduct interview(s) with parties and witnesses; b) review party and witness statements and other evidence presented; and c) issue a written report to the parties summarizing the witness statements and other evidence presented. The parties will have an equal opportunity to correct and/or respond to the evidence set forth in in the report. The investigator will i) review any party responses and make a determination whether University policies have been violated according to the “preponderance of the evidence” standard described above; ii) issue written findings to the parties, including the investigator’s determination as to whether University policies have been violated. If there has been a finding of responsibility on the part of the respondent x) each party will have an opportunity to provide an impact/mitigation statement that will be considered by the University administrator who will determine the appropriate disciplinary sanctions; and y) the relevant University administrator will determine the disciplinary sanctions and/or other remedies.

Disciplinary Sanctions: The specific sanctions imposed by the University may differ depending on the circumstances of the matter being addressed. In general, however, sanctions imposed upon respondents determined to have violated this Policy are at the discretion of the University. Sanctions imposed upon students can include a range of sanctions, including warning, censure, education, counseling, disciplinary probation, loss of privileges, suspension or expulsion from a residence hall or Greek housing, suspension or expulsion from University premises, and/or suspension or expulsion from the University’s academic programs. Any of these forms of sanction may be supplemented with additional required actions by the respondent. Sanctions imposed on employees can include a range of sanctions including, warning, censure, education, counseling, disciplinary probation, paid or unpaid suspension of employment, demotion, or termination of employment. The imposition of sanctions will take effect immediately and will not be stayed pending the resolution of any appeal.

Notification to Parties: Stevens will simultaneously notify each party in writing of the outcome of the complaint. “Outcome” includes the University’s determination of whether the alleged misconduct occurred, the sanction imposed on the respondent, and the rationale for each. The respondent will also be informed of the details of any sanctions, the date by which any requirements must be satisfied, and the consequences of failure to satisfy the requirements.
Appeals: The limited grounds for appeal are as follows: (1) new evidence is available that could affect the adjudication that was unavailable at the time of the adjudication; (2) procedural error(s) that had a material impact on the fairness of the investigation or adjudication; and/or (3) the sanctions imposed were grossly disproportionate to the violation committed. Where the respondent is a student, within 15 days, the Vice President for Enrollment Management and Student Affairs will render a decision and simultaneously inform the parties of the decision in writing. Where the respondent is an employee, within 15 days, the Vice President for Human Resources will render a decision and will simultaneously inform the parties of the decision in writing.

Student Employees

In the event that the respondent is both a student and a Stevens’ employee, the complaint will be processed according to the student procedures.

Resolution Where the Respondent is Neither a Stevens Student nor Employee

Complaints against individuals who are not members of the Stevens’ community (e.g., contractors, vendors, or other visitors to Stevens’ campus) will be investigated and Stevens will take steps to remedy the misconduct and support the complainant in reporting the misconduct externally. While Stevens’ ability to impose sanctions against a person who is neither a student nor an employee may be limited, such sanctions will be considered and, if appropriate, imposed on such person (e.g., ban from campus, notifying the respondent’s employer of the misconduct). In addition, where appropriate, Stevens will take steps to prevent the recurrence of any discrimination, violence, harassment or other misconduct and to correct the effects on the complainant and others.

Records

The Title IX Coordinator will retain records of all reports, allegations and complaints, regardless of how the matter is resolved. A complaint against a student which is resolved by the Title IX Coordinator or Deputy Title IX Coordinator’s initial assessment or informal resolution will not be part of a student's conduct file or academic record. Affirmative findings of responsibility in matters resolved through formal resolution will be part of a student's conduct record. Such records shall be used in reviewing any further conduct or in developing sanctions. The University reserves the right to include any records regarding complaints against non-student employees in the employee’s personnel file.

Prevention and Awareness Programs and Bystander Trainings

Stevens prohibits all forms of sexual misconduct, including sexual harassment, sexual assault, domestic violence, dating violence, and stalking as those terms are defined in the Clery Act. Stevens’ prevention programs are designed to promote positive and healthy behaviors and encourage safe bystander intervention and risk reduction. The awareness programs are designed
to raise awareness about the active role community members can play in crime prevention, risk reduction and bystander intervention.

*College 101 and “The Hook-Up”* are programs presented to all incoming students during new student orientation and address sexual assault, bystander intervention, healthy relationships, and risk reduction. *College 101* is a play that is written and performed by members of the Stevens’ Resident Assistant staff and Orientation Leader team. This engaging and realistic performance not only tackles situations involving consent and sexual assault but also the consequences of alcohol and other drug use, LGBTQ+ awareness and sensitivity, and diversity. Following the performance, all incoming students participate in small group discussions led by trained student facilitators. Through the discussion, students have an opportunity to ask questions and engage in meaningful dialogue, and are provided resources for all of the situations that were presented in the performance. Additionally, students attend “The Hook-Up” program, which combines the topics of consent, healthy relationships, bystander intervention, and sexual assault through open dialogue. The program reiterates the relevant message of respecting one another and keeping each other safe.

*Title IX Training* is mandatory for all new Stevens employees. New employees are required to complete an online Title IX training module, tailored to Stevens’ Title IX policy, within 30 days of joining the University. In addition, they are required to attend a live Title IX training within the first year of employment.

*Other Title IX Trainings* are offered throughout the year and facilitated by our Title IX team. Resident Advisors and Orientation Leaders are required to attend Title IX training as part of a more comprehensive training program annually or more frequently; fraternity and sorority leaders, peer health mentors, and other student groups also participate in Title IX training programs offered at various times throughout the year.

*Bystander Intervention and Risk Reduction* are addressed through several initiatives, including the Stevens’ bystander intervention campaign and training program – Don’t Stand By. Speak Up! “Speak Up!” was developed in response to student input regarding the issues they have encountered as students. All new students receive information on the “Speak Up!” program with details on how to intervene in various situations. The bystander training includes information about effective options for intervention, including 1) indirect or direct intervention when safe to do so; 2) enlisting the assistance of friends; 3) contacting law enforcement; and or 4) seeking assistance from a person in authority, among other options. The trainings also address strategies to reduce risk, including a) dissuading a person from going off alone with an aggressive person; b) removing a person from a risky situation; and c) remaining with a person until a potential aggressor has left or the person is in a safe place. Resident Advisors, Orientation Leaders, and all NCAA athletic teams attended a one-hour training to address bystander intervention as it relates to sexual assault, alcohol, discriminatory language and depression.

Awareness Programs and Campaigns are presented throughout the year to educate the Stevens community about resources, risk reduction and healthy behaviors. Stevens joined national efforts through the “It’s On Us” campaign and the creation of a Stevens video that is utilized in trainings and available on the Stevens website at [https://www.stevens.edu/campus-life/diversity-](https://www.stevens.edu/campus-life/diversity-)
and-inclusion/title-ix and through programming that was overseen in all Stevens residence halls. Additionally, “Purple Thursday” took place in October, 2016, for domestic violence awareness month during which students, faculty and staff wore purple and took a pledge to stand up against violence against women. Stevens also hosts “Take Back the Night” annually with the City of Hoboken during sexual assault awareness month. Together, the Stevens and Hoboken communities came together for a march and candlelight vigil.

Finally, the Stevens “Know More” campaign provides public service-type advertising throughout campus regarding healthy behaviors, consent and sexual assault, as well as information regarding Stevens’ Title IX Policy that is disseminated during every bystander intervention and sexual assault training. Our “Know Your Rights” brochure was designed to inform our students about Stevens’ Title IX Policy and resources, and is disseminated to all incoming students.

Resident Advisors (RAs) offer programs and information throughout the year regarding sexual assault, consent, and healthy relationships as well as provide resources for our residents. Stevens’ RAs attend a mandatory training twice a year facilitated by the Title IX staff.

### Sex Offender Registry

Stevens is required by the Campus Sex Crimes Prevention Act to notify students and employees of the location of information pertaining to individuals who have been convicted of violent sex offenses or criminal offenses against minors. The website for New Jersey is [http://www.nsopw.gov](http://www.nsopw.gov). Information regarding registered sex offenders may also be obtained from Stevens Campus Police.

### Crime Statistics Reporting

Stevens Campus Police collects crime statistics through a number of methods and reflects all data in a crime log. Crimes that occur on-campus are gathered by Campus Police through a review of calls and CSA reports. Campus Police analyzes each report within the classifications of the Uniform Crime Report (UCR) and relevant laws. Crimes that occur at housing facilities leased by Stevens and on public property within Stevens Geography are reported to Stevens by the Hoboken Police Department. Stevens also requests crime statistics for any facility regularly used by Stevens pursuant to a written contractual arrangement by request to the local police department where the facility is located.

### Stevens Geography

Stevens reports incidents that occur at its on-campus and non-campus facilities, as well as crimes that occur on public property within Stevens Geography. Stevens works closely with the Hoboken Police department and other law enforcement agencies to gather crime data reported to police for Stevens housing located in both on-campus and off-campus facilities, as well as public
property adjacent to the Stevens campus. For purposes of this Report, incidents that occur at off-campus housing locations within one mile of campus are treated as “on-campus” for 2016 crime statistics. The Annual Fire Safety Report (see p. 31) includes fire statistics and fire safety information for both on-campus housing and off-campus housing leased by Stevens located within 1 mile of campus. In many cases, incidents that occur on public property adjacent to Stevens campus do not involve members of the Stevens community, but are included in this Report to be compliant with Clery requirements (see below for a campus map and a map of all Stevens residences).

Map of Stevens’ Campus including Fraternity and Sorority Housing, and certain Public Properties:
Map of Stevens’ On-campus and Off-Campus Housing:
## 2016 Crime Statistics

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<th>Type of offense</th>
<th>On campus</th>
<th>Residential facility</th>
<th>Non-campus building or property</th>
<th>Public property</th>
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Disciplinary Actions – Public Property Law Violation

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Unfounded Crimes

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Annual Fire Safety Report

The Higher Education Opportunity Act of 2008 requires each academic institution to produce an annual report that provides fire-related statistics, fire safety policies and procedures for on-campus student housing. For purposes of this report, off-campus housing located within one mile of campus is treated as on-campus. Stevens publishes this information as part of the Annual Campus Security and Fire Safety Report every year.

Definitions

**Fire:** Any instance of open flame or other burning in a place not intended to contain the burning, or burning in an uncontrolled manner.

**Fire Drill:** A supervised and scheduled orderly evacuation of faculty, students and staff from a facility for the purpose of ensuring the safety of occupants during an actual emergency. Fire Drills are conducted at various times throughout the year to provide occupants with familiarity with a facility’s fire safety features and avenues of egress.

**Fire Log:** A written log is maintained to chronologically record any occurrence of fire within a student housing facility. The log records the time and date that a fire occurred, as well as the general location and nature of the fire. The most recent seven (7) days of recordings are available for review. The most recent sixty (60) days of recordings are available for review within two (2) business days of a request.

**Fire-related death:** Any death occurring as a direct result of a fire occurring in an on-campus student housing facility or an off-campus student housing facility located within 1 mile of campus, including any individual who dies within one (1) year of such incident.

**Fire-related injury:** Any injury sustained as a direct result of a fire occurring in an on-campus housing facility which requires medical treatment at a medical facility.
Fire Safety system: Any devices, systems or combinations of systems designed and intended to detect fire, activate alarms, suppress or control fires. Such systems may include smoke detectors, heat detectors, sprinklers or other similar systems.

Sprinklered Building: A building in which all parts including dwelling units, common areas, refuse chutes and utility rooms are protected by an automatic wet sprinkler system.

Partially Sprinklered Building: Buildings in which only select areas are protected by an automatic wet sprinkler system.

Smoke Detector: A device intended to sound an audible alarm upon sensing products of combustion. A smoke detector may also activate a visible signal and may sound locally or transmit a signal to a central station.

Property Loss: Any damage to the structure and contents of an on campus housing facility as a direct result of an occurrence of a fire therein. Included in any assessment shall be any damage resulting from fire suppression efforts.

2016 Annual Fire Statistics

Summary of Fires in Student Housing

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<td>Cause of Fire</td>
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* Stevens Leased Housing

### 2016 Actual Fires in Student Housing

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* Stevens Leased Housing

** Privately-owned Greek House

** Stevens leased housing
Emergency Evacuation Procedures

Evacuation drills are coordinated by the Office of Residence Life (ORL), Campus Police and Environmental Health and Safety (EHS) as required under the New Jersey State Fire Code. The emergency response and evacuation procedures are announced and tested four times annually for Stevens-owned student housing and once annually for all of the administrative buildings. Students learn the locations of the emergency exits and receive guidance about the direction they should travel when exiting each facility for a building evacuation and guidance about where they should assemble. ORL does not inform residents in advance about the designated locations for evacuations in accordance with New Jersey Fire Code. In both cases, on-site staff from both Campus Police and EHS will communicate information to students regarding the developing situation and evacuation protocols.

The purpose of the evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At Stevens, 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. The process also provides Stevens an opportunity to test the operation of fire alarm system components. Evacuation drills are monitored by Campus Police, EHS and the University’s fire alarm vendor to evaluate egress and behavioral patterns and ensure fire alarm systems are functioning properly. Reports are prepared by participating departments that identify deficient equipment so that repairs can be made immediately. Recommendations for improvements also are submitted to the appropriate departments and offices for consideration of its emergency response and evacuation procedures.

Fire Protection Equipment

All of Stevens’ on-campus and off-campus student housing facilities are equipped with automatic fire detection and alarm systems. The equipment is continually monitored by a private monitoring company and Stevens personnel.

Fire Safety Inspections

The Stevens Fire Safety Coordinator, Facilities Management and the Hoboken Fire Department inspect every building once a year. Residence Life staff conduct room inspections on a regular basis throughout the academic year to ensure students are complying with fire safety policies.

Fire Safety Policies for On-Campus Student Housing

Portable electrical appliances
Electric heaters, air conditioners, hot plate burners and Halogen lighting equipment are prohibited in residence halls.
Smoking
Smoking is prohibited in all areas of all University residence halls. Smoking devices, including, but not limited to, pipes, bongs, and hookahs, are not permitted in the residence halls.

Open Flame

Candles, incense, outdoor grills, or any other type of open flame or open coil device are prohibited in all University residence halls.

Programs for Fire Safety Education and Training Programs

Stevens believes it is extremely important that residents familiarize themselves and their guests with all applicable fire safety procedures in campus buildings. Students are educated on the fire safety procedures for their residence halls and fire safety procedures for campus within the first ten days of each semester. Stevens Environmental Health and Safety Department, in collaboration with Residence Life and Student Life, has developed a robust training program to educate residents about fire safety, including the following:

- The Stevens Fire Safety Coordinator trains Resident Assistants in fire safety before the Fall semester
- The Hoboken Fire Department demonstrates a fire extinguisher simulator
- Resident Assistants provide fire safety training for residents under their supervision
- Residents are given a fire safety talk by the Fire Safety Coordinator at the end of each fire drill
- The Stevens Fire Safety Coordinator performs a training for the entire freshman class in fire safety practices during Freshman Public Safety Orientation
- Fire Safety articles appear regularly in the student newspaper (The Stute)
- A Fire Safety Training is given in each Greek House (Fraternity and Sorority) during the Fall Semester. Every session is customized to each home since each home has different physical features, fire escape systems, and fire safety systems. Greek House Residents are educated on the fire safety systems as well as any other fire safety concerns related to their specific house. At the end of each session the students return to their room and a controlled blindfolded evacuation drill is performed. The residents are instructed to take their time and count the doors and doorways to the exit. Students and campus personnel are on the stairs at control points for safety. This exercise demonstrates the challenges of evacuating during an actual fire event when vision may be limited

Residents who fail to comply fully with applicable fire safety procedures or who otherwise violate rules and regulations related to fire safety are subject to disciplinary action. Students who fail to abide by building emergency evacuation procedures are subject to disciplinary action.

In 2015, Stevens purchased and installed 150 "safe T sensor". These devices were installed throughout campus, including in every residence hall and fraternity/sorority house kitchen. The device has a small smoke alarm that attaches to the outside vent of a microwave oven and a ground fault outlet that plugs into the oven. In the event of a minor smoke condition, the detector
trips the ground fault switch, effectively shutting off the microwave. Stevens has not had any alarms in the 150 areas with devices since their installation.

**Procedures to follow in case of a fire**

All persons occupying a University building must, without hesitation or prompting, vacate a University building or facility at the sound of a fire alarm or verbal instructions of Campus Police or other University personnel to evacuate. Upon vacating the building, all persons are required to remain at a safe distance or take other specific action as determined by police or the University Fire Safety Coordinator. Once evacuated, the building shall remain under the control of responding fire and emergency response officials until determined to be safe, at which time occupants will be permitted to reenter the building or directed to take other action.

In the event that a student or employee detects a fire or smoke condition, they should activate one of the building fire alarm pull stations which will immediately contact the Hoboken Fire Department and Stevens Police. If they are outside of the building or the fire is outside the building they should call 201-216-3911 to contact Stevens Police who will notify the Hoboken Fire Department.

If a student or employee is aware that a fire occurred and may not have been reported, they should immediately contact Stevens Police at 201-216-3911.

**Collaboration with Hoboken Fire Department (HFD)**

Stevens values its relationship with local emergency responders. In an effort to improve communication and response, Stevens Environmental Health and Safety has developed Pre-Fire Plans. The Fire Safety Coordinator has distributed pre-fire plans for campus buildings (including Stevens-owned Greek Houses) to HFD which include building floor plans. These plans assist Fire Fighters in locating building access points and shut-offs for utilities and sprinklers, in order to provide an efficient and effective response. The Stevens Fire Safety Coordinator arranges building tours for HFD of all Greek Housing and Residence Halls. These tours familiarize firefighters with building layouts, fire hose connection locations, and other fire safety systems that may be utilized during a response.

**Fire Safety Policies in Residences**

Residents are required to maintain reasonable standards of cleanliness to avoid fire hazards and must not obstruct sidewalks, entrances, passages, fire escapes, elevators, lobbies, stairways, corridors or halls with personal property.

The following items are prohibited in the residence halls and will be confiscated:

- Flammable decorations
- Natural or artificial evergreens
- Electric heaters, air conditioners, hot plate burners
- Halogen lighting equipment
• Candles, incense, outdoor grills, or any other type of open flame or open coil device
• Explosives, fireworks, firearms, or ammunition

Students found in possession of prohibited items or who fail to evacuate during a drill or emergency are subject to disciplinary action and referral to a fire safety education workshop.

**Plans for future improvements in fire safety**

Stevens regularly reviews fire safety programs and procedures to ensure that they are compliant and effective, and makes regular investments in Stevens’ fire safety infrastructure. We recently redesigned our education program for new student orientation to provide fire safety information to students efficiently and effectively. The fire safety coordinator is collaborating with Human Resources to develop a fire safety orientation for all new employees as part of an overall on boarding training initiative. Stevens has also made significant financial investments in the fire detection systems. Over the past years, we have replaced the fire control panels in 3 buildings and have allocated resources to replace 5 additional fire control panels over the next few years. These new modern panels provide increased reliability, advanced communication systems, and improved display features for emergency responders.

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**Stevens Housing Fire Safety Checklist**

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<th>CO Detectors</th>
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* Privately-owned Greek House

** Stevens Leased Housing
Appendix A

Definitions of Reportable Crimes under the Clery Act

The following are definitions of crimes that are reportable under the Clery Act reporting requirements.

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

**Negligent manslaughter**
The killing of another person through gross negligence.

**Robbery**
The taking or attempting to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence, and/or by putting the victim in fear.

**Aggravated assault**
An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)

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

**Motor vehicle theft**
The theft or attempted theft of a motor vehicle. Motor vehicle theft is classified as any case where an automobile is taken by a person not having lawful access, even if the vehicle is later abandoned, including joy riding.

**Arson**
Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

**Liquor law violations**
The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing or possession of intoxicating liquor; maintaining unlawful drinking places; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a
train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition.)

**Drug abuse violations**
Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Weapon law violations**
The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

**Offense Definitions Relating to Hate/Bias-Related Crime**
A **hate crime** is a criminal offense committed against a person or property that is motivated, in whole or in part, by the offender’s bias. **Bias** is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin.

In addition to the offenses mentioned above, there are also four additional criminal offenses related to Hate Crimes, they are: larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property. The following are definitions of Hate/Bias crimes that are reportable under the Clery Reporting Requirements:

**Larceny**
Theft is the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.) Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

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

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

**Destruction/damage/vandalism of property**
Is to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
Appendix B

Definitions of Sexual Misconduct and Related Terms under the Clery Act

The following definitions come from the FBI’s Uniform Crime Reporting Program and the Violence Against Women Reauthorization Act of 2013, S.47, 113th Cong. (2013).

**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 National 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 is incapable of giving consent.”

**Rape**
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**
Fondling is defined as the touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Incest**
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.

**Domestic violence.**
A felony or misdemeanor crime of violence committed—
1. By a current or former spouse or intimate partner of the victim;
2. By a person with whom the victim shares a child in common;
3. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
4. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
5. By any other person against whom an adult or youth victim 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.**
Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
1. 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.
2. For the purposes of this definition—
   (a) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
   (b) Dating violence does not include acts covered under the definition of domestic violence.

**Stalking.**

1. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
   (a) Fear for the person’s safety or the safety of others; or
   (b) Suffer substantial emotional distress.
2. For the purposes of this definition—
   (a) Course of conduct means two or more acts, including, but not limited to, acts that 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.
   (b) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
   (c) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
Appendix C

Definitions of Sexual Assault and Related Terms under New Jersey Law

The following definitions come from 2013 New Jersey Revised Statutes: Title 2C, the New Jersey Code of Criminal Justice.

Sexual Assault
An actor is guilty of aggravated sexual assault if he commits an act of sexual penetration with another person under any one of the following circumstances:

1. The victim is less than 13 years old;
2. The victim is at least 13 but less than 16 years old; and
   (a) The actor is related to the victim by blood or affinity to the third degree, or
   (b) The actor has supervisory or disciplinary power over the victim by virtue of the actor's legal, professional, or occupational status, or
   (c) The actor is a resource family parent, a guardian, or stands in loco parentis within the household;
3. The act is committed during the commission, or attempted commission, whether alone or with one or more other persons, of robbery, kidnapping, homicide, aggravated sexual on another, burglary, arson or criminal escape;
4. The actor is armed with a weapon or any object fashioned in such a manner as to lead the victim to reasonably believe it to be a weapon and threatens by word or gesture to use the weapon or object;
5. The actor is aided or abetted by one or more other persons and the actor uses physical force or coercion;
6. The actor uses physical force or coercion and severe personal injury is sustained by the victim;
7. The victim is one whom the actor knew or should have known was physically helpless or incapacitated, intellectually or mentally incapacitated, or had a mental disease or defect which rendered the victim temporarily or permanently incapable of understanding the nature of his conduct, including, but not limited to, being incapable of providing consent.

Aggravated sexual assault is a crime of the first degree.

An actor is guilty of sexual assault if he commits an act of sexual contact with a victim who is less than 13 years old and the actor is at least four years older than the victim.

An actor is guilty of sexual assault if he commits an act of sexual penetration with another person under any one of the following circumstances:

1. The actor uses physical force or coercion, but the victim does not sustain severe personal injury;
2. The victim is on probation or parole, or is detained in a hospital, prison or other institution and the actor has supervisory or disciplinary power over the victim by virtue of the actor's legal, professional or occupational status;
3. The victim is at least 16 but less than 18 years old and:
(a) The actor is related to the victim by blood or affinity to the third degree; or
(b) The actor has supervisory or disciplinary power of any nature or in any capacity over
the victim; or
(c) The actor is a resource family parent, a guardian, or stands in loco parentis within the
household;
(4) The victim is at least 13 but less than 16 years old and the actor is at least four years older
than the victim.

Sexual assault is a crime of the first degree.

Domestic Violence and Dating Violence
Under New Jersey law, when certain criminal offenses are committed in the context of certain
personal relationships, including a current or former dating relationship, they may be termed a
domestic violence offense.
Domestic violence means the occurrence of one or more of the following acts inflicted upon a
person protected under this act by an adult or an emancipated minor:
(1) Homicide N.J.S.2C:11-1 et seq.
(2) Assault N.J.S.2C:12-1
(3) Terroristic threats N.J.S.2C:12-3
(4) Kidnapping N.J.S.2C:13-1
(6) False imprisonment N.J.S.2C:13-3
(7) Sexual assault N.J.S.2C:14-2
(8) Criminal sexual contact N.J.S.2C:14-3
(9) Lewdness N.J.S.2C:14-4
(10) Criminal mischief N.J.S.2C:17-3
(11) Burglary N.J.S.2C:18-2
(12) Criminal trespass N.J.S.2C:18-3
(13) Harassment N.J.S.2C:33-4
(14) Stalking P.L.1992, c. 209 (C.2C:12-10)
(16) Robbery N.J.S.2C:15-1
(17) Contempt of a domestic violence order pursuant to subsection b. of N.J.S.2C:29-9 that
constitutes a crime or disorderly persons offense
(18) Any other crime involving risk of death or serious bodily injury to a person protected under
(19) Cyber-harassment P.L.2013, c. 272 (C.2C:33-4.1)
When one or more of these acts is inflicted by an unemancipated minor upon a person protected
under this act, the occurrence shall not constitute “domestic violence,” but may be the basis for
the filing of a petition or complaint pursuant to the provisions of section 11 of P.L.1982, c. 77
(C.2A:4A-30).
b. “Law enforcement agency” means a department, division, bureau, commission, board or other
authority of the State or of any political subdivision thereof which employs law enforcement
officers.
c. “Law enforcement officer” means a person whose public duties include the power to act as an
officer for the detection, apprehension, arrest and conviction of offenders against the laws of this
State.
d. “Victim of domestic violence” means a person protected under this act and shall include any person who is 18 years of age or older or who is an emancipated minor and who has been subjected to domestic violence by a spouse, former spouse, or any other person who is a present household member or was at any time a household member. “Victim of domestic violence” also includes any person, regardless of age, who has been subjected to domestic violence by a person with whom the victim has a child in common, or with whom the victim anticipates having a child in common, if one of the parties is pregnant. “Victim of domestic violence” also includes any person who has been subjected to domestic violence by a person with whom the victim has had a dating relationship.

e. “Emancipated minor” means a person who is under 18 years of age but who has been married, has entered military service, has a child or is pregnant or has been previously declared by a court or an administrative agency to be emancipated.

Stalking

(1) "Course of conduct" means repeatedly maintaining a visual or physical proximity to a person; directly, indirectly, or through third parties, by any action, method, device, or means, following, monitoring, observing, surveilling, threatening, communicating to or about, a person, or interfering with a person's property; repeatedly committing harassment against a person; or repeatedly conveying, or causing to be conveyed, verbal or written threats or threats conveyed by any other means of communication or threats implied by conduct or a combination thereof directed at or toward a person.

(2) "Repeatedly" means on two or more occasions.

(3) "Emotional distress" means significant mental suffering or distress.

(4) "Cause a reasonable person to fear" means to cause fear which a reasonable victim, similarly situated, would have under the circumstances.

b. A person is guilty of stalking, a crime of the fourth degree, if he purposefully or knowingly engages in a course of conduct directed at a specific person that would cause a reasonable person to fear for his safety or the safety of a third person or suffer other emotional distress.

c. A person is guilty of a crime of the third degree if he commits the crime of stalking in violation of an existing court order prohibiting the behavior.

d. A person who commits a second or subsequent offense of stalking against the same victim is guilty of a crime of the third degree.

e. A person is guilty of a crime of the third degree if he commits the crime of stalking while serving a term of imprisonment or while on parole or probation as the result of a conviction for any indictable offense under the laws of this State, any other state or the United States.

f. This act shall not apply to conduct which occurs during organized group picketing.

Consent

In New Jersey, the age of consent is 16, but individuals who are at least 13 years of age can legally engage in sexual activities if the defendant is less than 4 years older than the victim.
Appendix D

Definitions of Sexual Assault and Related Terms in the Stevens Policy on Gender-Based and Sexual Misconduct, Relationship Violence and Stalking

Discrimination
The treatment of members of a certain sex or other protected group more or less favorably on the basis of their sex or other protected characteristic or the establishment of an institutional policy or practice that has a disparate impact on members of a certain sex or protected group.

Sexual Violence
Sexual contact against the will or without the consent of the other person. This includes sexual contact by the use or threat of force or coercion, without effective consent, or where the other individual is incapacitated. A number of acts fall into the category of sexual violence, including acts that are forcible or non-forcible and including penetrative acts as well as sexual touching or disrobing not involving penetration.

Sexual Harassment
Unwelcome conduct of a sexual nature or on the basis of sex, including unwelcome sexual advances, requests for sexual favors, acts of sexual violence, or other verbal, non-verbal or physical conduct, when one of the following conditions is present:

• Submission to or rejection of the conduct is either an explicit or implicit term or condition of employment, instruction, evaluation of academic work, or participation in any University academic program, activity or benefit;
• Submission to or rejection of the conduct by an individual is used as a basis for evaluation in making academic or personnel decisions or decisions regarding participation in a University activity; or
• The conduct is sufficiently severe, persistent, or pervasive that it unreasonably interferes with, limits, or denies an individual’s participation in or benefit from any educational experience, working conditions or campus living conditions by creating an intimidating, hostile or offensive environment when viewed from a subjective and an objective perspective. A hostile environment can be created by persistent or pervasive conduct or by a single or isolated incident, if sufficiently severe. For example, a single instance of sexual violence may be sufficiently severe to constitute sexual harassment. Additionally, conduct does not have to be directed at a particular person to constitute harassment. Examples of sexual harassment, if sufficiently severe, persistent or pervasive, include, but are not limited to:
  • Pressure for sexual activity, sexual favors or a romantic or intimate relationship;
  • Unwelcome touching of a person’s body, hair or clothing;
  • Verbal abuse or hostile behavior such as insulting, teasing, mocking, degrading or ridiculing another person or group based on gender or sex;
  • Unwelcome jokes, comments or questions about gender or sex (including favorable comments about someone’s gender, body, clothing, appearance);
  • Asking about a person’s sexual activities or interests;
  • Repeatedly asking for a date or making other romantic or sexual advances after the person has said “no”;}
• Nonverbal behavior, such as making sexual gestures with hands or through body movements;
• Displaying sexually discriminatory or explicit posters or pictures; and
• Electronic and other forms of communications including e-mail, text messaging and internet use, that violate this Policy.

Sexual Exploitation
An act or acts committed through non-consensual abuse or exploitation of another person's sexuality for the purpose of sexual gratification, financial gain, personal benefit or advantage, or any other non-legitimate purpose. An act of sexual exploitation is prohibited even though the behavior does not constitute one of the other sexual misconduct offenses.
Examples of sexual exploitation include:
• Observing another individual's nudity or sexual activity or allowing another to observe consensual sexual activity without the knowledge and consent of all parties involved;
• Non-consensual streaming or distribution of images, photography, video, or an audio recording of sexual activity or nudity without the knowledge and consent of all parties involved;
•Prostituting another individual;
• Exposing one's genitals in non-consensual circumstances;
• Knowingly exposing another individual to a sexually transmitted disease or virus without that individual's knowledge; and
• Inducing incapacitation for the purpose of making another person vulnerable to non-consensual sexual activity.

Physical Violence
A purposeful action intended to hurt another person. Examples include, but are not limited to, kicking, punching, hitting with or throwing an object, or biting. When these acts occur in the context of relationship violence or when the behavior is perpetrated on the basis of sex, gender, or sexual orientation, the conduct will be resolved under this Policy.

Stalking
Engaging in a course of conduct directed at a specific person under circumstances that would cause a reasonable person to fear for her, his, or others’ safety or to suffer substantial emotional distress. Stalking may include physical conduct, traditional forms of communication such as letter-writing and phone calls, and may also include cyber-stalking, a particular form of stalking in which electronic media such as the internet, social networks, blogs, cell phones, texts, or other similar devices or forms of contact are used. All allegations of stalking are covered by this Policy regardless of whether the stalking is sexual or gender-based.

Relationship Violence
Relationship violence includes any act of violence or threatened act of violence against a person who is, or has been involved in, a sexual, dating, domestic, or other intimate relationship with that person. Any of the other types of prohibited conduct described in this Policy may also constitute relationship violence. Domestic violence and dating violence are forms of relationship violence and are defined below:
Domestic Violence
An act 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 or expects to share a child in common if one of the parties is pregnant, by a person who is a present or former household member of the victim, by a person similarly-situated to a victim under state domestic violence laws, or by any other person against a victim who is protected from that person’s acts under the state domestic violence laws.

Dating Violence
Violence committed by a person who has been in a social relationship of a romantic or intimate nature with the victim. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. (Dating violence qualifies as “Domestic Violence” under New Jersey law.)

Consent
The voluntary, uncoerced agreement through words and/or actions freely given, which a reasonable person would interpret as a willingness to participate in mutually agreed-upon sexual acts. Consensual sexual activity happens when each partner willingly chooses to participate. Indications that consent is not present include: when physical force is used or there is a reasonable belief of the threat of physical force; when coercion is present; or when a person is incapable of making an intentional decision to participate in a sexual act, which could include instances in which the person is in a state of incapacitation or where the person is incapable of giving consent due to age, intellectual limitations, or other disability. Important points regarding consent include:

- Consent consists of an outward demonstration indicating that an individual has freely chosen to engage in sexual activity. Relying on non-verbal communication can lead to misunderstandings. Consent may not be inferred from silence, passivity, lack of resistance, or lack of an active response alone. A person who does not physically resist or verbally refuse sexual activity is not necessarily giving consent.
- Consent is not implicit in a person's manner of dress.
- Accepting a meal, a gift, or an invitation for a date does not imply or constitute consent.
- Consent to engage in sexual activity must exist from the beginning to end of each instance of sexual activity and for each form of sexual contact. Either party may withdraw or modify consent at any time. Withdrawal of consent must be outwardly demonstrated by words or actions that clearly indicate a desire to end sexual activity. Once withdrawal of consent has been expressed, sexual activity must cease.
- Consent to one act does not constitute consent to another act.
- Consent to an act with one person does not constitute consent to an act with any other person.
- Consent on a prior occasion does not constitute consent on a subsequent occasion.
- The existence of a prior or current relationship does not, in itself, constitute consent.
- An individual who is incapacitated is unable to give consent to sexual activity.
- In the State of New Jersey, the age of majority is 18. Under state law, consent cannot be given by minors under the age of 13, and can only be given by a minor under the age of 16 if the other party is less than four years older than the minor.
**Incapacitation**
Incapacitation is the state in which a person’s perception or judgment is so impaired that he or she lacks the cognitive capacity to make or act on conscious decisions. It is the inability (temporarily or permanently) to give consent because an individual is mentally and/or physically helpless, asleep, unconscious, or unaware that sexual activity is occurring.

**Force**
Force is the use or threat of physical violence or intimidation to overcome a person’s freedom of will to choose whether or not to participate in sexual activity. For the use of force to be demonstrated, there is no requirement that a Complainant resist the sexual advance or request. However, resistance by the Complainant will be viewed as a clear demonstration of the absence of consent.

**Coercion**
Coercion is the improper use of pressure to compel another person to initiate or continue sexual activity against his/her will. Coercion can include a wide range of behaviors, including intimidation, manipulation, threats and blackmail. Examples of coercion include threatening to disclose personal information such as one’s sexual orientation, gender identity or gender expression and threatening to harm oneself if the other party does not engage in the sexual activity.