



Annual Security Report

2024



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INTRODUCTION AND THE JEANNE CLERY ACT

On July 1, 2019, the Board of Trustees of Rowan College of Gloucester County merged with the Board of Trustees of Cumberland County College to form **Rowan College of South Jersey** (RCSJ). This Annual Security Report (ASR) is the third combined report for RCSJ.

All policies, procedures and resources for both campuses are the same unless designated “Gloucester Campus” or “Cumberland Campus.”

Please note that RCSJ does not own or operate any on-campus student housing facilities. Additionally, no student organization owns or controls property on or off campus.

The Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, section 485(f) of the Higher Education Act, hereafter referred to as the Clery Act, requires all colleges and universities which receive federal funding to share information about crimes on campus and their efforts to improve campus security. Colleges and universities are required to:

- Make public its campus security statistics, policies and programs related to dating violence, domestic violence, sexual assault and stalking, hate crimes, and other crimes;
- Collect, report and disseminate to the campus community and the U.S. Department of Education certain crime data;
- Give timely warnings of crimes that represent a threat to the safety of students or employees; and
- Create, maintain and make available for public inspection, a daily crime log.

In compliance with the Clery Act, the Annual Security Report has been prepared for Rowan College of South Jersey (hereafter “RCSJ” or the “College”) by the Office of Clery Compliance under the direction of Joseph M. Getsinger, Executive Director.

How the Annual Security Report and Disclosure of Crime Statistics are Prepared

The College’s Clery Compliance Team prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The process includes collecting statistics obtained from multiple reporting sources and then reporting them to the College community by October 1, each year. The report is compiled by the Executive Director of Clery Compliance using information maintained by the College security department, by other College offices such as Student Life, Campus Security Authorities (CSAs) and provided by local law enforcement agencies surrounding the College’s two campuses. These agencies include: Deptford PD, Mantua PD and East Greenwich PD for Gloucester campus; Millville and Vineland PD for Cumberland campus, as well as county and state law enforcement agencies. For statistical purposes, crime statistics reported to any of these sources are **recorded in the calendar year the crime was reported**. A written request for statistical information is made on an annual basis to non-police reporting officials at the College known as Campus Security Authorities (CSAs) as well as receiving CSA reports throughout the year. For a complete description of CSAs, please refer to page 5.

Once all crime statistics are compiled, the Executive Director of Clery Compliance assembles the College’s Clery Committee to prepare the content of the ASR. Committee members representing the policy office, training and compliance office, human resources, student and academic services, and security offices review their respective areas to provide input into the ASR.

Crime statistics are reported for the three calendar years prior to the October 1, 2024, publication; i.e., 2021, 2022, and 2023.

For definitions of sexual assault, domestic violence, dating violence and stalking, see **Appendix A**. For a description of RCSJ's campuses, properties operated or controlled by the College, and adjacent public property, see **Appendix B-1, B-2, B-3, B-4, B-5, B-6, and B-7**.

The Annual Security Report is made available to the entire campus community including prospective employees and students. On the Gloucester campus, a hard copy may be obtained in person from the Office of Security or by calling 856-681-6287. On the Cumberland campus, a hard copy may be obtained in person from the Office of Security or by calling 856- 200-4777

The 2024 Annual Security Report is available online at:

RCSJ.edu/Security-site/Gloucester-site/Documents/AnnualReports/Annual-Report- 2024.pdf

Questions regarding this Annual Security Report may be directed to Joseph Getsinger, Executive Director, Clery Act Compliance by calling 856-681-6209 or emailing: ***jgetsinger@rcsj.edu***

Clery Geography

The RCSJ Executive Director of Clery Act Compliance is responsible for accurately determining Clery geography on each campus and disclosing statistics for Clery Act crimes that occur on Clery geography, on campus, in and on non-campus buildings or property, and on public property. The Executive Director maintains a current list of buildings and properties, with maps, owned or controlled by RCSJ in his office in the College Center building and distributes copies to the 911 Centers in both Gloucester and Cumberland Counties, Deptford Police Department, Deptford Township Office of Emergency Management, Gloucester and Cumberland County Prosecutor's Offices, Vineland Police Department, Vineland Office of Emergency Management, New Jersey State Police Real Time Crime Center, Sewell, NJ and the Vice President/COO of the Gloucester County campus and the Vice President/Chief Administrative Officer, Cumberland Campus, and Executive Director of Auxiliary Services Cumberland campus. The Executive Director, Clery Act Compliance is responsible for delivering updated lists and/or maps in a timely manner via RCSJ email, via RCSJ interoffice mail or via U.S. Postal Service.

REPORTING CRIMES AND OTHER EMERGENCIES

The safety and security of all members of the RCSJ Gloucester and Cumberland campuses and the protection of College property are of the utmost importance to the Board of Trustees and Administration. The safety and security function have been assigned to the Office of Security.

- **Gloucester Office of Security** is located in the security building (see campus map – Appendix B-1) on West College Drive and Roadrunner Way. It is strategically located nearest to the main entrance on Tanyard Road. Contained in the building are the Operations/Dispatch Center, the office of the Security Director, the Emergency Operations Center (EOC) and the satellite office of the Gloucester County Sheriff's Office.

Telephone: 856-681-6287 or 856-468-5000, ext. 4444 or extension 4444 on campus

- **Gloucester County Sheriff's Department** provides law enforcement officers from 7 a.m. to 11 p.m. Monday-Friday and 7 a.m. to 5 p.m. on Saturdays
- **Deptford Township Police Department** – criminal activity can be reported 24/7 by calling 856-845-2220 or dialing 9-1-1. The police department is located in the Deptford Township Municipal Building, 1011 Cooper Street, Deptford, N.J. 08096

The Gloucester campus **does not** have a written memorandum of understanding but work closely with the Deptford Police Department.

- **Cumberland Office of Security** is located in the Student Center Building (see campus map Appendix B-4). The Cumberland Campus has a shared agreement contract with Cumberland County Educational Technical Center to provide security to the College campus. Contained in the building are the Operations/Dispatch Center, office of the Security Director and the Emergency Operations Center.

Telephone: 856- 200-4777 or extension 4777 on campus.

- **Vineland Police Department** provides law enforcement officers to respond to criminal activities on campus when requested through the Cumberland County 9-1-1 Center (dial 9-1-1).
- **Cumberland County Sheriff's Department** provides law enforcement officers to respond to criminal activities on campus when requested through the Cumberland County 9-1-1 Center.
- **Millville Police Department** provides law enforcement officers to respond to criminal activities at the non-campus locations, when requested through the Cumberland County 9-1-1 Center:
 - Arts & Entertainment Center, 321 High Street, Millville, N.J. 08332.

The Cumberland campus **does not** have a written memorandum of understanding but work closely with the Vineland or Millville Police Departments.

The Director of Security for each campus collects and maintain statistics for reported crimes based on where the crimes occurred (Clery geography category); to whom their crimes were reported; the types of crimes that were reported; and the year in which the crimes were reported. The College must disclose statistics for reported Clery Act crimes that occur (1) on campus; (2) on public property within or immediately adjacent to the campus; and (3) in or on non-campus buildings or property that the College owns or controls: e.g. the Fire Academy in relation to the Gloucester campus. The Security Directors of both campuses submit a monthly security report to the Executive Vice President/COO in accordance with New Jersey Statute P.I. 2015, Chapter 220, S485 supplementing Chapter 3b of Title 18A, enacted January 19, 2016. The President of each public institution of higher education shall report to the governing board of the institution, at each of its regular meetings, all crimes, fires and other emergencies which occurred on campus during the previous reporting period.

The procedure for collecting and reviewing crime reports is the responsibility of the Director of Security and/or designee. This report would be listed as an incident report and a report would be filed with specific information supplied and to be investigated by the Director of Security or designee. Depending on the reported alleged crime and individuals involved, this report will be shared with the Title IX Coordinator, Student and Veterans Affairs, Human Resources and/or Law Enforcement and will be the responsibility of the Director of Security, designee or Security Supervisor or senior Security Officer on duty. At the end of the calendar year, the Director of Security will submit all incident report logs and/or Clery related reports to the Clery Compliance Officer for review to determine if the report was a Clery crime to be reported in that year's Annual Security Report.

Campus Security Authorities (CSAs)

A Campus Security Authority (CSA) is a Clery-specific term denoting an official of the College who has significant responsibility for student and campus activities and is required to report crimes that are reported to them. You can report crimes by contacting one of the College's CSAs.

While you may contact any CSA, the College prefers you contact one of the following officials to report a crime: (or email: CleryAct@rcsj.edu)

- Security Officers, Gloucester campus 856-681-6287
- Security Officers, Cumberland campus 856-200-4777
- Almarie J. Jones Vice President, Chief Diversity and Equity/Title IX Compliance Officer
Gloucester campus, College Center building, room 116 856-415-2154

All reports of sexual misconduct, harassment, discrimination and hate crimes **must** be reported to the Title IX Officer

- Nathaniel Alridge Jr., Executive Director, Diversity, Threat Assessment Management, Diversity, Title IX and Judicial Affairs - Cumberland Campus, Catherine J. Arpino Education and Humanities Building, 2nd floor, Room 261 856-498-9948
- Kellie W. Slade, Ed.D., Executive Director Student Services Cumberland campus, Student Center 856-200-4615
- John Ryder, Director, Student and Veteran Affairs Gloucester campus, College Center building, room 202 856-468-5000, ext. 6456
- Other CSAs on campus who are obligated to report crimes to the Office of Campus Security and the Title IX Officer include:
 - President
 - Vice Presidents
 - Deans
 - Student Advisors
 - Athletic Director/Assistant Athletic Director
 - Athletic Trainers
 - Coaches/Assistant Coaches
 - Academic Team Coordinators

The function of a CSA is to report to the official or office designated by the institution to collect crime report information, such as the campus police or security department, those allegations of *Clery Act* crimes that they receive. CSAs are responsible for reporting allegations of *Clery Act* crimes that are reported to them in their capacity as a CSA. This means that CSAs are **not** responsible for investigating or reporting incidents that they overhear students talking about in a hallway conversation; that a classmate or student mentions during an in-class discussion; that a victim mentions during a speech, workshop, or any other form of group presentation; or that the CSA otherwise learns about in an indirect manner.

CSAs must announce to the victim that they must report the crime statistic to Security or the Title IX coordinator. CSAs must provide the victim with a written copy of their rights available on both campuses and from the Title IX Coordinator, Counseling and Wellness Center or People in Transition.

Professional counselors whose official responsibilities include providing mental health counseling to students are **exempt** from reporting crimes they learn about through their role as a professional counselor. These confidential positions include: Center for Wellness and Support (CWS) and People in Transition directors.

If a crime has been reported to a CSA, but the student or employee would like the report to remain confidential, the individual should contact a professional counselor. Please see below for Confidential Reporting options.

Confidential Reporting

A victim of a crime who does not want to pursue action within the criminal justice system or through RCSJ may still consider making a confidential report. The College offers this option in several ways:

Gloucester Campus

- Center for Wellness and Support (CWS), by calling 856-464-5236
College Center, Room 210
- Email: *wellness@rcsj.edu*

Cumberland Campus

- Center for Wellness and Support (CWS), by calling 856-200-4690
- Student and Enrollment Center, Room 1158
- Email: *wellness@rcsj.edu*

While the College has no pastoral counselors, all professional counselors have been advised that when they deem it appropriate, they are to inform the person they are counseling of the above offices to report crimes on a voluntary, confidential basis.

The purpose of a confidential report is to comply with a victim's wish to keep the matter confidential, while taking steps to ensure the future safety of those involved and others. With such information, the College can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime regarding a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution with no inclusion of personally identifiable information.

Confidential Reporting – Non Campus

- Gloucester Campus – Services Empowering Rights of Victims (SERV) 1-866-295-7378
- Cumberland Campus – Services Empowering Rights of Victims (SERV) 1-800-225-0196

Note: There is no student housing on either the Gloucester or Cumberland campuses.

COLLECTION OF CRIME STATISTICS

Gloucester Campus – Each year letters are sent out to the following agencies, departments and individuals requesting crime statistics for RCSJ Gloucester Campus at 1400 Tanyard Road, Sewell, NJ: College Services Building at 6 Blackwood-Barnsboro Road, Mantua, NJ; Gloucester County Fire Academy 200 Shady Lane, Clarksboro, NJ; Adult Center for Transition 530 Salina Road, Sewell; Career and Technical Education Center 1492 Tanyard Road, Sewell, NJ; and Rowan University 201 Mullica Hill Road, Glassboro, NJ based on a Clery Map geography of their location. (See **Appendices, B-1 to B-4**)

Deptford Township Police Department	856-845-2220
East Greenwich Township Police Department (Mickleton)	856-423-4100
Mantua Township Police Department	856-468-1920
Gloucester County Prosecutor’s Office	856-384-5500
RCSJ Student and Veterans Affairs Director	856-468-5000, ext. 6456
Rowan University – Dean, University Relations	856-464-5230
Gloucester County Sheriff’s Office	856-415-2200

The New Jersey State Police maintain a Real Time Crime Center on campus with sworn officers/troopers occupying the location. In an emergency, operation plans are maintained in the Office of Security on both campuses.

All publicly available record keeping will be maintained without inclusion of personally identifiable information, inclusive of victims of dating violence, domestic violence, sexual assault, and stalking (DVSAS).

Cumberland Campus – Each year letters are sent out to the following agencies, departments and individuals requesting crime statistics for RCSJ Cumberland Campus at 3322 College Dr. Vineland, N.J.: Millville Arts & Entertainment Center 321 High Street, Millville, N.J. based on a Clery Map geography of their location. (See **Appendices, B-5 to B-7**)

Vineland City Police Department	856-691-4111
Millville Police Department	856-825-7010
Cumberland County Sheriff’s Department	856-451-4449
Cumberland County Prosecutor’s Office	856-451-1507

All publicly available record keeping will be maintained without inclusion of personally identifiable information.

The campus crime log for the most recent 60-day period is open to public inspection, free of charge, upon request (written or verbal) during normal business hours. The availability of the campus crime log is posted on the College Portal and posted in the security office for both campuses.

Notes:

1. While there are student organizations on campus, no student organization owns or controls property on or off campus .
2. A cohort of RCSJ’s students attend classes and are housed at Rowan University . While Rowan University’s Security Department will be responsible for the safety of these students, crimes committed against/by these RCSJ students will be included in the statistics of both institutions .

SECURITY ON CAMPUS

Gloucester Campus

This is an open campus. Students and staff have access to the buildings. Classrooms and offices are accessible through an identification card reader for access control or keys. Security officers patrol and have access to all campus buildings and grounds to ensure the public welfare. Their jurisdiction covers the main campus and everything within the Clery maps (see **Appendix B-1, B-2 and B-3**). The Gloucester campus is located at 1400 Tanyard Road, Sewell, N.J. 08080 which is part of Deptford Township, N.J. It is situated north of Salina Road, west of Route 55 and south of Gloucester County Institute of Technology in Gloucester County, New Jersey. The number of officers varies according to the time of day and expected level of activity. All officers are trained to assist in situations ranging from emergency response to general advice on crime prevention. There is no on-campus student housing.

Security officers on the Gloucester campus are not licensed to carry firearms and do not have arrest powers. Any maintenance issues discovered by security such as lighting and trip hazards are reported to facilities manager. Security officers are only authorized to enforce policy on campus property.

Gloucester County Sheriff's Department

- The mission of the Office of the Sheriff on the Gloucester campus is to keep students, employees, and visitors safe from crime, and to improve the quality of the educational environment. Their direct office number is 856-415-2200.

Sheriff's officers perform law enforcement activities, including administration of first aid to injured students, parking, and traffic enforcement, patrolling the campus for criminal activity and assisting with emergency response. Sheriff's Officers are authorized to carry firearms and have arrest powers. Their jurisdiction covers the entire campus.

Emergency Blue Light Telephones

- There are emergency blue light telephones strategically located throughout the campus to ensure direct communications with the Security department and the Gloucester County 9-1-1 Communications Center for rapid police, fire, or other emergency responders. Security patrols inspect these telephones once each shift. Security personnel are alerted to the exact location of the 9-1-1 activation whether it is from an office or from an emergency telephone. The blue button connects directly to Security and the red button connects directly to the 9-1-1 Center.

Building Inspections

- On a nightly basis after all classes are completed, all classroom doors are locked, and each building is secured and alarmed by personnel from the Security Department.

Cumberland Campus

This is an open campus. Students and staff have access to the buildings. Classrooms and offices are accessible through an identification card reader for access control or keys. Security officers patrol and have access to all campus buildings and grounds to ensure the public welfare. Their jurisdiction covers the main campus and everything within the Clery maps (see **Appendix B-5, B-6 and B-7**). The Cumberland campus is located at 3322 College Drive, Vineland, N.J. 08360. It is situated east of Route 55, exit 29, north of Cumberland County Technical Education Center and south of Inspira Medical Center Vineland on West Sherman Avenue. In addition, there is one Cumberland campus educational location in Millville. This location is patrolled by campus security and Millville Police Department:

Arts & Entertainment Center 321 High Street, Millville, N.J. 08332.

All officers are trained to assist in situations ranging from emergency response to general advice on crime prevention. There is no on-campus student housing.

Security officers on Cumberland campus are licensed to carry firearms but do not have arrest powers. Any maintenance issues discovered by security such as lighting and trip hazards are reported to facilities manager.

Emergency Telephones

- Emergency telephones are strategically located throughout the campus to ensure direct communications with the Security department and the Cumberland County 9-1-1 Communications Center for rapid police, fire, or other emergency responders.

Building Inspections

- On a nightly basis after all classes are completed, all classroom doors are locked and each building is secured and alarmed by personnel from the Security Department.

Security officers on both campuses conduct foot patrols, assist in monitoring building access and activity, enforce College safety rules and regulations and Security officers also provide other services to the campus community, including unlocking rooms for authorized members of the student body, faculty, staff and providing a safety escort program. On a quarterly basis, the Facilities Supervisor, and the Security Director survey the campus to determine if there are any security concerns.

Accurate and Prompt Reporting of Crimes

The College encourages accurate and prompt reporting of all crimes to Campus Security and appropriate police agencies when the victim of a crime elects to or is unable to make such a report.

Emergency Operations Center (EOC)

The Security building on each campus houses an Emergency Operations Center which can be activated during an emergency on campus. These operations centers include telecommunications, radio systems, network connections, camera monitoring system, access to news and weather stations and can be used as a training center. The EOC will be utilized during times of a critical incident and special events.

Township, County, State and Federal Law Enforcement

The Office of Security on both campuses fully cooperates with local, county, state, and federal agencies, such as the local police and fire departments, the County Sheriff's Office, the Prosecutor's Office, County Probation and Parole, the Office of Emergency Management, the New Jersey State Attorney General, New Jersey State Police, Drug Enforcement Agency (DEA), Secret Service, Alcohol, Tobacco, and Firearms (ATF), Federal Bureau of Investigation (FBI) and local, state, and federal level Homeland Security branches. This cooperation includes referring to and/or supplying the victim/survivor of crimes with contact information for local, state, or federal authorities. In many cases, security will contact appropriate law enforcement for the victim/survivor reporting the crime and supply law enforcement with reports and/or video recordings relating to the crime for their investigation.

Maintenance Concerns

The Office of Security will work with the facilities staff to address security concerns such as the need for additional lighting in dark areas, trimming or removing bushes in areas needing additional surveillance, and resurfacing sidewalks or pavements where there are potential tripping hazards.

Student/Staff Identification

Students obtain their college photo identification badge after they are registered for classes. Employees obtain their College photo identification badge upon confirmation of employment. Employees are required to always display their photo identification while on campus. Students must carry their photo identification badge and present it to a Security Officer or law enforcement official who requests to see it.

ON-CAMPUS CONFIDENTIAL RESOURCES

Center for Wellness Support (CWS)

The Center for Wellness and Support (CWS) assists currently enrolled students experiencing life stressors in navigating resources on- and off-campus to holistically support their basic needs and mental wellness. CWS has licensed behavioral health staff available to meet confidentiality with students to discuss concerns.

CWS staff are available:

Monday-Friday*, 9:00 a.m. to 4:00 p.m.

*Please note that RCSJ is closed on Fridays through the summer months.

Cumberland Campus: Student and Enrollment Center, Room 1158

856-200-4690

Gloucester Campus: College Center, second floor, room 210

856-464-5236

People in Transition

People in Transition is located in the Career and Technical Education Center, 1492 Tanyard Road, Sewell, NJ

The People in Transition staff are available:

Monday – Friday*, 8:30 a.m. to 4:30 p.m.

*Please note that RCSJ is closed on Fridays through the summer months.

Contact 856-415-2264 for assistance.

SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS

On Going

The following programs, presentations, services, and materials are provided on a regular and on-going basis to students and employees:

- ***New Student Orientation:*** Crime prevention material is provided to students through brochures and the RCSJ website as a standard part of the new student orientation at the start of the academic year.
- ***New Employee Orientation:*** New employees are provided with campus safety and security information.
- ***Personal Safety Escort Program:*** Officers from the department of Security provide safety escorts for persons walking from one point on campus to another point on campus and will assist any individual with special needs.
- ***Printed Crime Prevention Materials:*** Brochures and posters carrying crime prevention and awareness information related to security are widely distributed at crime prevention presentations and at the campus Security Office.
- ***Security website:*** The College's website provides up-to-date crime prevention programs, tips and general information.
- ***Brochures on Substance Abuse*** are placed throughout the campus.

Mandated Training

Mandatory training is required of all employees and student by means of the completion of interactive videos relating to sexual misconduct (dating violence, domestic violence, sexual assault, stalking and consent). The program is 60 minutes with pre, and post-exams covering the importance of values, aspects of (un)healthy relationships, gender socialization, sexual assault, consent, bystander intervention, risk reduction and ongoing activism. See Appendix A for the definitions of dating violence, domestic violence, sexual assault, stalking and consent.

Data provided to HR and the Office of Compliance regarding an individual's completion of the program allows staff to ensure compliance with the mandate.

A second on-line educational program offered for all students is Alcohol Education to meet the requirements of the Drug-Free Schools and Communities Act (DFSCA). The course covers: alcohol and motivation; blood alcohol concentration; key strategies for drinkers; key strategies for non-drinkers; bystander intervention skills; alcohol and the law; and drinking and stress.

A third module is made available to all employees with attendance required of all supervisors. The interactive video is 60 minutes, offered in English and Spanish and covers the following content: hostile work environment; bystander intervention; power dynamics; professor misconduct; responding to complaints; Title IX reporting requirements; and quid pro quo harassment.

Additional programs are offered throughout the year on both campuses and are advertised on the Portal, bulletin boards and flyers.

The College prohibits the crimes of dating violence, domestic violence, sexual assault, stalking. These crimes are included in the annual training programs for students and employees.

IN SERVICE – CLERY/VAWA AND TITLE IX TRAINING

The programs in the following charts were offered to students, faculty and staff.

Student Training – Cumberland/Gloucester Campus 2023

Name of Program	Location	Topics Covered	Training Provided by	Dates/Months Held
Drug and Alcohol Awareness	Cumberland Campus	This course encourages students to reflect on their drinking and encourages safe decision making, making campuses safer for all. This course shows students the negative impact of substance abuse and discusses the physiological and behavioral effects of commonly abused substances. It also covers the disease of addiction, the college's anti-drug and alcohol policy, the consequences for violations, and resources for students. Fatal Vision Challenge	In Person – RCSJ Staff	October 16, 2023
Drug and Alcohol Awareness	In Person Gloucester Campus	Promotion of Recovery Support Services and Workshops	Living Proof Recovery Center	August 31, 2023
Sexual Assault Prevention Awareness Month	Online Virtual	Healthy Relationships Workshop	Services for Empowering Rights of Victims (SERV)	April 12, 2023
Sexual Awareness Month Tabling	In Person	Cumberland campus – Get to know SERV and Empowerment Poster Making	Services for Empowering Rights of Victims (SERV)	April 18, 2023
Sexual Awareness Month Tabling	In Person	Gloucester Campus - Sexual Assault Awareness and Community Resources.	Services for Empowering Rights of Victims (SERV)	April 19, 2023
Domestic Violence Awareness Month Tabling	In Person	Gloucester Campus – Domestic Violence awareness, community resources, and rock painting.	Services for Empowering Rights of Victims (SERV)	October 17, 2023 & October 25, 2023
Domestic Violence Awareness Month tabling	In Person	Cumberland Campus – Domestic Violence awareness, community resources, and rock painting,	Services for Empowering Rights of Victims (SERV)	October 19, 2023 & October 26, 2023
Drug and Alcohol Awareness	In Person	K-9 Demonstration and Training	In Person – RCSJ Staff	October 17, 2023
Drug and Alcohol Awareness	In Person	Clean and Sober – A Personal Story	In Person – RCSJ Staff	October 19, 2023
Mental Well-Being for Students	Online	Information and skills to support the emotional well-being of themselves and others.	Vector Solutions Vectorsolutions.com	August-December 2023

Note: It is anticipated that all of the above listed training will be included in the current year.

Employee Training – Cumberland/Gloucester Campus 2023

Name of Program	Location	Topics Covered	Training Provided by	Dates/Months Held
Drugs and Alcohol at Work	Online	This course is designed to train employees about the dangers of drugs and alcohol in the workplace. It shows the employees the negative impact of substance abuse and discusses the physiological and behavioral effects of commonly abused substances. It also covers the disease of addiction, the employer's anti-drug and alcohol policy, the consequences for violations, and resources for employees.	Vector Solutions Vectorsolutions.com	August – December 2023
Harassment and Discrimination Prevention: Supervisors, Non-Supervisors and Gateway with Title IX/ Clery Module	Online	Preventing Harassment and Discrimination: Non-Supervisors prepares faculty and staff to cultivate and maintain a workplace culture resistant to discrimination, harassment, and retaliation. Faculty and Staff will be equipped with the information and skills that promote intervention, empathy and allyship. This course includes a section specific to requirements under Title IX and the Clery Act.	Vector Solutions Vectorsolutions.com	August – December 2023
Threat Assessment Training	Online	Threat Assessment Mini Track Training for Title IX Officers	ASCA - Academy	July 22 2023
Title IX – How can we get more participation in our informal resolution programs?	Online	Title IX requirements especially interim measures including informal resolution to help victims, the pros, and cons to such solutions	New Era ADR	Oct 13, 2022
Clery Training for CSAs	Online	Identifying Campus Security Authorities and their Responsibilities to students and the Clery Act.	Office of Clery Compliance at RCSJ	Jan-Dec. 2022
FERPA : Confidentiality of Records	Online	Teaching employees the laws and responsibilities regarding FERPA on campus.	Vector Solutions Vectorsolutions.com	January 2023 to present
Diversity, Inclusion and Belonging	Online	The training gives you deeper insights into yourself, your team and the benefits of inclusion at all levels in your organization.	Vector Solutions Vectorsolutions.com	3/1/ 2023 to present
Building Supportive Communities: Taking Action	Online	Takes a close look at the issue of sexual harassment, maintain a safe campus community, and prepare faculty and staff to provide supportive and effective responses when someone may have experienced sexual harassment, sexual or intimate partner violence.	Vector Solutions Vectorsolutions.com	August to December 2023
Data Security and Privacy	Online	Shows employees how to recognize potential threats and risky behaviors and teaches them how to mindfully respond to cyberthreats.	Vector Solutions Vectorsolutions.com	August to December 2023
Bloodborne Pathogens	Online	Provides an overview of the dangers posed by bloodborne pathogens and steps that employees can take to protect themselves and others from exposure.	Vector Solutions Vectorsolutions.com	August to December 2023

Employee Training – Cumberland/Gloucester Campus 2023 (Continued)

Name of Program	Location	Topics Covered	Training Provided by	Dates/Months Held
Campus Security Authorities	Online	A video from the Clery Center explaining the Clery Act and the duties of Campus Security Authorities. It also describes how and who to report crimes to.	Clery Compliance Office RCSJ	Jan-Dec 2023
Clery	Online	A Power Point presentation about the origins of the Federal Clery Act. In addition, it explains the duties of the college regarding complying with the Clery Act.	Clery Compliance Office RCSJ	Jan-Dec 2023
Clery Act Basics	Online	This course is designed to train employees about the history of the Federal Clery Act, the responsibilities of employees to report crimes and the duties of a Campus Security Authorities.	Vector Solutions Vectorsolutions.com	Aug-Dec 2023

Note: It is anticipated that all of the above listed training will be included in the current year.

ADDITIONAL INFORMATION FOR STUDENTS, INCOMING STUDENTS, EMPLOYEES, AND INCOMING EMPLOYEES

The following topics are part of the content of information for students and employees.

- **How to be an Active Bystander** — Bystanders play a critical role in the prevention of sexual and relationship violence. The College wants to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. Below is a list of some ways to be an active bystander. (*Bystander intervention strategies adapted from Stanford University's Office of Sexual Assault and Relationship Abuse*). If you or someone else is in immediate danger, **dial 9-1-1**. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.
- **Watch out** for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are okay.
- **Confront** people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.
- **Speak up** when someone discusses plans to take sexual advantage of another person.
- **Believe** someone who discloses sexual assault, abusive behavior, or experience with stalking.
- **Refer** people to on or off campus resources listed in this document for support in health, counseling or with legal assistance.
- **Speak up** when you hear people making jokes about abuse, rape, stalking, etc.

Risk Reduction

Sexual assault is most often a predatory crime. Pro-social bystanders can impact the predator's ability to complete acts of violence. Rowan College of South Jersey does not tolerate any acts of sexual violence or misconduct (DVSAS).

As a community of by-standers we can be alert to the following predatory behavior:

- Predators will work to isolate their victims.
- Predators take advantage of or create vulnerability by using impairment from drugs/alcohol; freshman status on campus; desire for acceptance and belonging and isolation from friends and/or public situations.
- Predators often use attention to engender trust, attraction, and submission.
- Predators often engage in behavior that is inappropriate as a way to gauge how "charmed" the potential victim is and to see if someone will confront the inappropriate behavior.
- Predators will use guilt and blame to shut down any hesitation or assertiveness by the potential victim. Bystanders who have knowledge of these "red flags" and intervene in situations that elicit concern can reduce the likelihood of a sexual crime happening. As a community we can reduce the overall likelihood that sexual assault occurs if we reduce vulnerability and access to potential victims.
- When awareness is lost, vulnerability increases. Increase awareness by knowing your surroundings and people you can access for help as well as who you can potentially assist if needed.
- Trust your instincts. If you feel that "something isn't right", don't be afraid to act on that feeling and leave, ask for help or check in with someone to see if they need assistance.
- Alcohol is the most frequent drug used to create vulnerability. Predators may look for unattended drinks or offer someone a drink that has been spiked in some way. Punch bowls or large, open containers can be filled with a mixture of alcohol that can be used to incapacitate people. Drink spiking is against the law. If you suspect that either you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 9-1-1. It is important to get medical attention. Be explicit with doctors so they can give the correct tests.

- Look out for each other. If a predator is aware that a potential victim has a friend group who is aware and willing to intervene, they are less likely to act. Similarly, if a predator knows that an establishment or party has vigilant employees or hosts, they are less able to follow through with a crime.
- Use call boxes and cell phones to access help. If you or someone else needs help, contact law enforcement by using call boxes on campus and/or calling 9-1-1 directly by using your cell phone. If someone makes you feel uncomfortable or scared or you see something scary happening, your body may react in a way that is out of your control. Each person may react differently given the hormonal reaction in their body. Some people may be able to yell, fight back or run away. Many people will “freeze” and not be able to act at all. It is not your fault. Under stress, the body goes into survival mode and you may not be able to think clearly or act purposefully.
- If you can think clearly and act on those thoughts, here are some options:
 - o Breathe and settle. We all startle under stress but we may be able to shorten our startle response by breathing and reducing our panic so we can start to think more clearly.
 - o Look for an escape route. Where are the doors, windows or exits? Are there people around who might be able to help you? Is there a phone or call box nearby?
 - o Set a clear boundary. Tell the person what you want or don’t want in a strong, clear voice.
 - o Lie. If you are worried about hurting someone’s feelings or scared of being hurt, lie about the situation as a strategy to get away or reduce vulnerability. Say that you need to take care of a friend; that you are not feeling well, or your friend is coming to meet you.
 - o Have a code word with your friends or family. Call or text that word if you don’t feel comfortable with the person you are with knowing. Someone can then come to get you or make up an excuse for you to leave.

Bystander Intervention

Bystanders who have knowledge of these “red flags” and intervene in situations that elicit concern can reduce the likelihood of a sexual crime happening. As a community we can reduce the overall likelihood that sexual assault, dating violence, domestic violence, and stalking (DVSAS) occur if we reduce vulnerability and access to potential victims.

- When awareness is lost, vulnerability increases. Increase awareness by knowing your surroundings and people you can access for help as well as who you can potentially assist if needed.
- Trust your instincts. If you feel “something isn’t right,” don’t be afraid to act on that feeling and leave, ask for help or check in with someone to see if they need assistance.
- Alcohol is the most frequent drug used to create vulnerability. Predators may look for unattended drinks or offer someone a drink that has been spiked in some way. Punch bowls or large, open containers can be filled with a mixture of alcohol that can be used to incapacitate people. Drink spiking is against the law. If you suspect that either you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by **calling 9-1-1** in most areas of the U.S.). It is important to get medical attention. Be explicit with doctors so they can give the correct tests.
- Look out for each other. If a predator is aware that a potential victim has a friend group which is aware and willing to intervene, they are less likely to act. Similarly, if a predator knows that an establishment or party has vigilant employees or hosts, they are less able to follow through with a crime.

Use call boxes and cell phones to access help. If you or someone else needs help, contact law enforcement by using call boxes on campus and/or **calling 9-1-1** directly by using your cell phone.

If someone makes you feel uncomfortable or scared or you see something scary happening, your body may react in a way that is out of your control. Each person may react differently given the hormonal reaction in their body. Some people may be able to yell, fight back or run away. Many people will “freeze” and not be able to act at all. It is not your fault. Under stress, the body goes into survival mode, and you may not be able to think clearly or act purposefully. If you can think clearly and act on those thoughts, here are some options:

- **Breathe and settle.** We all startle under stress but we may be able to shorten our startle response by breathing and reducing our panic so we can start to think more clearly.
- **Look for an escape route.** Where are the doors, windows or exits? Are there people around who might be able to help you? Is there a phone or call box nearby?
- **Set a clear boundary.** Tell the person what you want or don't want in a strong clear voice.
- **Lie.** If you are worried about hurting someone's feelings or scared of being hurt, lie about a situation as a strategy to get away or reduce vulnerability. Say that you need to take care of a friend; that you are not feeling well, or your friend is coming to meet you.
- **Have a code word with your friends or family.** Call or text that word if you don't feel comfortable with the person you are with. Someone can then come to get you or make up an excuse for you to leave.

If you freeze and are unable to do any of these things, remember that it is not your fault, and you did the best you could under an extremely terrible situation. Talk to someone you trust and tell them what happened. If someone comes to you about an assault:

- Be compassionate
- Help them get to a safe place immediately
- Tell them you believe them
- Encourage them to seek medical attention if needed
- Offer to accompany them to a counselor to talk about what happened and review their options

Reasons to talk to a Counselor

If you or a friend has been a victim of sexual violence, it is helpful to talk to a counselor who has the expertise with this issue. In response to a traumatic event, people can have a range of responses including but not limited to:

- Depression
- Anxiety
- Loss of interest in activities
- Fear of reminders related to the assault
- Lack of emotion
- Dissociation or zoning out
- Problems with attention and concentration
- Academic difficulties
- Thoughts of hurting oneself
- Increased use of drugs and alcohol to forget or change one's feeling
- Anger and/or aggression
- Problems with eating and sleeping
- Nightmares
- Fatigue

Even if you don't have any of these responses, talking to a counselor can help you understand your options for medical care, reporting the crime and coping with what happened.

EMERGENCY MENTAL HEALTH SERVICES

In compliance with the “Madison Holleran Suicide Prevention Act” (Senate No. 557), RCSJ’s Department of Behavioral Services would like to remind students, faculty, and staff that counseling, and wellness services are available on Gloucester and Cumberland campuses Monday through Friday during regular office hours. After regular business hours, during the weekdays and weekends, emergency mental health crisis and suicide prevention services are available 24 hours a day, 7 days per week through:

Gloucester County: Acenda Integrated Health

Phone: 856-845-9100

Cumberland County: Cumberland County Guidance Center

Phone: 856-455-5555

NJ Hopeline

Phone: 1-855-654-6735 Chat: <https://njhopeline.com/talk-to-us-by-chat/>

National Suicide & Crisis Lifeline

Phone: Call or text 988 Chat: <https://988lifeline.org/chat/>

If you or someone you know is thinking about suicide, you may use the above resources or call 911.

RCSJ Campus Resources:

Center for Wellness and Support Email: wellness@rcsj.edu

Gloucester Campus - College Center, Room 210, 856-464-5236

Cumberland Campus - University Center, 856-200-4690

REGISTERED SEX OFFENDER INFORMATION (MEGAN’S LAW)

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. Information about registered sex offenders may be obtained by visiting: njsp.org/sex-offender-registry

EMERGENCY OPERATIONS PLAN

The purpose of the Emergency Operations Plan is to provide the College response to an emergency or widespread disaster that exceeds the capacity of any one department. While each campus has an Emergency Operations Plan, a voluminous and comprehensive document, a “Quick Reference” chart is provided in Appendix C-1 and C-2.

The Clery Act requires this College to have and disclose emergency response to significant emergencies or dangerous situations involving an immediate threat to the health and safety of students and employees occurring on campus.

The College will use and issue two different types of warning depending upon whether there is an “immediate” threat or where a criminal incident has occurred, and the warning is issued to enable students and employees to protect themselves.

Emergency Notification

The first type of warning is called an “emergency notification” where there is an imminent or impending threat. Examples include:

- Active Shooter(s) on campus
- Hostage/barricade situation
- Riot
- Suspicious package with confirmation
- Tornado
- Fire/Explosion
- Suspicious death
- Structural damage to a college building
- Biological threat (anthrax, etc.)
- Significant flooding
- Gas leak
- Hazardous materials spill, etc.

Immediately upon witnessing a threat or having verbal or written confirmation of a threat by the County Communications Center (911 Center), or local Sheriff of law enforcement, the Director of Security or designee will notify the President of the College or designee and the Executive Vice President and Chief Operating Officer (EVP/COO) by cell phone or in person whichever is quicker.

The EVP/COO or designee will then determine the means of the emergency notification and will, without delay, considering the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgement of responsible authorities, compromise efforts to assist a civilian or to contain, respond or otherwise mitigate the emergency.

The EVP/COO will then authorize the issuance of the timely warning to the Director of Security and Chief Information Officer (VP/CIO) by phone or designee will activate the mechanism to initiate:

- Rowan College Alert (text, voice, email) – Gloucester campus
- Alertus (text, voice, email) – Cumberland campus
- Public Address System
- Fire Alarms

The content of the message will utilize existing templates prepared by the Public Information Officer or designee and updated quarterly.

In the event an incident involves individuals or organizations outside of the campus community, the EVP/COO or designee will immediately notify the Special Assistant to the President Institutional Advancement or designee to alert public radio and television stations and issue press releases.

Either the Gloucester or Cumberland campus or both will be notified when there is the potential that either or both campuses will be impacted. Continuing assessments will be made by the Director of Security or designee. These assessments will be reported to the EVP/COO or designee to determine whether to provide an “All Clear” to one or both campuses.

Timely Warnings

The second type of warning is called a “timely warning.” The intent of this warning is to enable students and employees to protect themselves against any Clery crime that represents a serious or continuing threat including either or both campuses, non-campus locations, and contiguous public property (See Appendix B).

The following crimes and circumstances specifically trigger a timely warning:

Criminal Offenses	VAWA Offenses	Hate Crimes	Hate Crime Bias Categories
<ul style="list-style-type: none"> • Murder/Non-negligent manslaughter; • Manslaughter by negligence • Sex Offenses (rape, fondling, incest and statutory rape) • Robbery • Aggravated Assault • Burglary • Motor Vehicle Theft • Arson • or incidents if the crime represents a serious or continuing threat to the college 	<ul style="list-style-type: none"> • Domestic Violence • Dating Violence • Stalking • Rape, Fondling, Incest <p>Arrests and Referrals</p> <ul style="list-style-type: none"> • Drug Law Violations • Weapons Law Violations • Liquor Law Violations 	<ul style="list-style-type: none"> • All criminal offenses plus: • Larceny-theft • Simple Assault • Intimidation • Destruction/ damage or vandalism of property 	<ul style="list-style-type: none"> • Race • Gender • Gender Identity • Religion • Sexual Orientation • Ethnicity • National Origin • Disability

The College’s security offices work closely with the local law enforcement agencies that are responsible for both the Gloucester and Cumberland campuses and have been asked by letter to notify the College of crimes that may require a timely warning.

Once the Director of Security confirms with the local law enforcement agency that there is a continuing danger to the community, from any of the above Clery crimes, the EVP/COO or designee will authorize the issuance of the timely warning and the Vice President and Chief Information Officer will have the Associate Vice President of Programming and Project Management (i.e.: Executive Programmer or designee) or the Director of Security activate the mechanisms as described above to initiate:

- Text messaging, voice, email, social media
- College web page
- Public address systems
- Fire Alarms
- Megaphone
- Press releases will be issued to the media to notify the surrounding communities.

The intention of a timely warning is to aid in the prevention of similar type incidents and enable people to protect themselves. A timely warning notice will typically include the following, unless issuing any of this information would risk compromising law enforcement efforts:

- Date and time or time frame of the incident
- A brief description of the incident
- Information that will promote safety and potentially aid in the prevention of similar crimes (crime prevention or safety tips).
- Suspect description(s) when deemed appropriate and if there is sufficient detail (see note below).
- Office of Safety & Security contact information.
- Other information as deemed appropriate by the President or Vice Presidents.

The description of subjects in a case will only be included in the alert if there is sufficient amount of detail to describe the individual. If the only known descriptors are sex and race, this information will not be included in the alert.

Timely warnings are issued in a manner to students and employees that are timely and withhold the names and any other personally identifying information of the victims as confidential, and that will aid in the prevention of similar occurrences.

The larger community including Gloucester County Institute of Technology, will be notified through Gloucester County 9-1-1 Center in cooperation with the Deptford Police department and the Gloucester County Sheriff's department of any emergency which may impact the larger community.

The Cumberland County Educational and Technical Institute will be notified through Cumberland County 9-1-1 Center in cooperation with Vineland Police Department and the Cumberland County Sheriff's Department.

Note: The Director of Security at each campus will have the discretion to contact the College community without consulting the President when the individuals in the chain of command are not available and there is an imminent threat to the health or safety of the College community. The public's safety is the single most important determining factor in influencing which communication protocol is chosen.

Emergency Drills, Testing and Evacuation Procedures

Testing of the Notification System

Each campus tests their public address system at least once a year. Each campus has a designated IT individual who checks that each speaker in all College buildings is functional. The notification is as follows: "This is a test of the Emergency Broadcast System; this is only a test."

Each campus activates their system in accordance with the College's Emergency Response Plan at the discretion of the campus' Emergency Response Team.

Emergency Drills and Evacuations

Biweekly, there are facilities meeting or "Ops" meeting with the department heads of both campuses and the Executive Vice President and Chief Operating Officer (EVP/COO) and the Vice President and Chief Administrative Officer (VP/CAO) to discuss the security of facilities, issues of safety, and evaluation and assessment of monthly evacuation drills.

A "Table-top Exercise" simulating a natural disaster is scheduled annually. This exercise will be publicized, practiced in real time and coordinated by the Director of Security. Individuals involved will understand their role and responsibility.

The above drills and Table-top exercises are designed for the assessment and evaluation of emergency plans and operations

See Appendix D for a list of all documented emergency evacuation exercises, including location date and times.

Publication

A comprehensive listing of emergency procedures for each campus is listed on the College's website in conjunction with testing. These procedures are included in the Annual Security Report which is distributed each year to all students and employees via direct mail with a line to the ASR (and before) posted in the offices of Human Resources, Title IX, and Student Affairs, and in every classroom in each building on both campuses.

Evacuation Procedures

To evacuate means to leave your home or workplace during an emergency and follow an Evacuation Route to a safe shelter.

Upon hearing the alarm, seeing fire or smoke, everyone should leave the building immediately. In the event of a fire, the following steps should be taken to ensure the safety of all building occupants:

1. Activate the fire alarm.
2. Call 911 immediately and provide information.
3. Assist injured personnel or notify emergency responders of the medical emergency.
4. Exit the building following emergency maps away from the source of the fire or smoke.
5. Assist physically impaired individuals to a secure area and notify emergency responders.
6. Ensure all personnel are out of the building.
7. Do not use the elevators.
8. Use a fire extinguisher only if safe to do so and you have been trained.
9. Assemble personnel at a remote location noted on evacuation maps 200 feet from the building.
10. Report hazardous conditions.
11. Stay low if confronted with smoke. Check closed doors for heat before opening.
12. Stay away from the building until it is announced safe to return by Emergency Personnel.

RCSJ Alert Systems

Each campus's system is an emergency and outreach notification system for students and employees. In the event of an emergency, the College will contact you by phone, email and/or text message in a timely manner to ensure your safety as required by federal regulations. The College also may wish to contact you by phone, email and/or text message for outreach notifications, including registration reminders, eLearning alerts and more.

How to Register – Gloucester Campus

- To register for the RCSJ Gloucester Campus Alert: RCSJ.edu/TS/Gloucester/Alerts
- To register for the Gloucester County Alert System for weather alerts and emergency information: gloucesteralert.com

How to Register – Cumberland Campus

- To register for the RCSJ Cumberland Campus Alert: RCSJ.edu/Security-site/Cumberland-site/pages/Emergency-Notification.aspx
- To register for the Cumberland County Alert System for weather alerts and emergency information: njalert.gov

SEXUAL MISCONDUCT AND THE RIGHTS OF VICTIMS

Plain and simple, sexual misconduct in any of its forms is prohibited, will not be tolerated and will be met with decisive administrative action. *(The term “Sexual Misconduct includes crimes of dating violence, domestic violence, sexual assault and stalking. And will be, hereafter referred to as “DVSAS.”)*

In addition to the College’s administrative procedure on Sexual Misconduct, a copy of the Campus Sexual Assault Victim’s Bill of Rights is included here as well as a copy of the College’s Administrative Procedure on Alcohol and Other Drugs.

The following policies and administrative procedure are related to campus safety and security and are essential reading for all students and employees. Please reference all College policies and any updates at RCSJ.edu/Policies

- Anti-Bullying and Intimidation (Policy # 8003)
- Conscientious Employee Protection (Whistle-blower, Policy # 7017)
- Employee Conduct and Work Rules (Policy # 7009)
- Harassment and Discrimination (Policy # 7011)
- Interim Safety Suspension (Administrative Procedure # 8007.1)
- Minors on Campus (Policy # 2001)



Rowan College of South Jersey

Administrative Procedure: 7013

SEXUAL MISCONDUCT AND THE RIGHTS OF VICTIMS

I. Purpose

Students and employees of Rowan College of South Jersey (“College”) have the right to access and benefit from the educational and other programs and services of the College free from any form of sexual violence, harassment, or exploitation. The College prohibits sexual misconduct or harassment of any kind. These procedures have been developed to reaffirm these principles and to provide recourse for those individuals whose rights have been violated. For purposes of this and other related policies and administrative procedures, the term “sexual misconduct” is inclusive of dating violence, domestic violence, sexual assault, and stalking (“DVSAS”) and prohibited conduct as defined in Section VII below.

II. Accountability

Under the direction of the President, the Vice President, Chief Diversity Officer (“Title IX Officer”), located on the Gloucester campus in the College Center, telephone number (856) 415-2154, and on Cumberland campus, the Executive Director, Threat Assessment Management, Title IX, Diversity and Judicial Affairs, Academic Building, telephone number (856) 498-9948, or designee will implement and ensure compliance with these procedures.

III. Applicability

This policy applies to all students and employees. Regardless of where the prohibited conduct occurs, this policy applies if the Respondent (the accused party) is a student or employee of the College. This policy also applies to all prohibited conduct that occurs on College property (i.e., on campus) by visitors.

IV. Title IX

Title IX of the Education Amendments of 1972 is a federal law that prohibits sex discrimination in the College’s programs and activities. It reads: “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.” As a recipient of federal financial assistance, the College has jurisdiction over complaints alleging sex discrimination, including sexual harassment and sexual misconduct (“DVSAS”).

Administrative Procedure: 7013 Sexual Misconduct and the Rights of Victims

V. Standard of Evidence

A finding under this policy will be based on the preponderance of the evidence standard, in other words, a finding will be made if the evidence as a whole shows that it is more likely than not that a violation of the sexual misconduct (“DVSAS”) policy occurred.

VI. Policy Statements

1. When the College is made aware of a report or allegation of sexual misconduct (“DVSAS”) or harassment, the College will endeavor to maintain the confidentiality of the matter and of all individuals involved to the extent permitted by law. The College will balance the needs of the individuals involved (victim “Complainant” and accused “Respondent”) with its obligation to fully investigate allegations and to protect the safety and well-being of the community at large. In all cases, the College and its employees will respect the dignity and rights of all individuals involved. When consulting campus resources, victims should be aware that certain campus authorities are mandated to report and take action after receiving information regarding sexual misconduct (“DVSAS”) and harassment. These include, but not limited to, Safety and Security Officers, managers and supervisors, coaches, club and organization advisors, faculty, and deans. Anyone wishing to speak confidentially to an employee of the College should ask them about their ability to maintain confidentiality. Different people on campus have different reporting responsibilities, and different abilities to maintain confidentiality, depending on their roles at the College. Please refer to the charts on pages 12 to 14 for confidential reporting.
2. This policy applies equally to all students and employees regardless of their sex, gender identity, gender expression, or affectional or sexual orientation. This policy covers all female, male, gender non-conforming, and transgender students and employees. A violation of this policy may also be a violation of the New Jersey Law Against Discrimination (N.J.S.A. 10:5-12) which makes it unlawful to subject people to differential treatment based on many categories, including: sex, affectional or sexual orientation, and gender identity.
3. When an alleged violation of this policy is brought to the attention of the College, the College will promptly take effective steps to end the misconduct, prevent further violations, and remedy the effects of the violation on the Complainant and others, if appropriate. Please refer to Section XV, Resolution Procedures.
4. The College reserves the right to take whatever measures it deems necessary in response to an allegation of sexual misconduct (“DVSAS”) in order to protect students’ and employees’ rights and the personal safety of members of the community. While the College’s investigation is pending, the College will offer interim measures to protect the parties and others. Interim measures may include, but not limited to, safety plan development, no contact orders, interim suspension from campus/employment, academic accommodations, changing transportation and working situations, assistance with the College disciplinary process, referrals to on-

Administrative Procedure: 7013 Sexual Misconduct and the Rights of Victims

campus and off-campus resources, or reporting to police. The College will maintain as confidential any protective measures provided to the Complainant, to the extent that maintaining such confidentiality would not impair the ability of the College to provide the protective measures; e.g.; safety escort services, change of classrooms, if the victim requests them and if they are reasonably available. These measures can be offered regardless of whether or not the Complainant chooses to report the crime to the Office of Safety & Security or local law enforcement.

5. The College will only disclose information that is necessary to provide the accommodations or protective measures in a timely manner. Suggested accommodations or protective measures will first be reviewed by the Title IX Officer before implementation by a third party; i.e. Director of Human Resources, Director, Student and Veteran Affairs, Director of Special Services, or Director of Safety. Victims will be informed before sharing personally identifying information necessary in order to provide an accommodation or protective measure.
6. The College will maintain as confidential any accommodation or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the College to provide the accommodations or protective measures.
7. Prohibited conduct under this policy may also constitute a violation of federal, state, or local law and a student or employee may be charged in the criminal justice system as well as under this policy. Alternatively, charges can occur for violations of this policy which may not be violations of the law. The criminal justice system is different from this Title IX process. The College reserves the right to reach its own determination on violations of this policy independently of the outcome of any civil or criminal proceeding. The College reserves the right to hear a sexual misconduct (“DVSAS”) case before, after, or during the pendency of the civil or criminal matter. If a case is going through the criminal justice system, and a report has also been made to the College, the Title IX process at the College may proceed normally during the pendency of the criminal proceedings. Since the Title IX process is an educational disciplinary process, the legal rules related to evidence, criminal procedure, civil procedure, and administrative procedure do not apply to this process.
8. The College, at its sole discretion, may utilize an experienced lawyer (who is not a member of the campus community) to serve as hearing officer in cases of sexual misconduct (“DVSAS”). While the hearing officer will determine the finding after the case is concluded, the College reserves the right to impose any and all sanctions.
9. All employees and students will be provided with a prepared, standardized, and written notification regarding counseling, health, victim advocacy, legal assistance, mental health, visa and immigration assistance, student financial aid, and other services available both on campus and off campus. This written information will include a victim’s right to obtain a restraining order, a no contact order, information regarding preservation of evidence, reporting options, and reasonable

accommodations. Contact information is provided for each of the services in Section X.

10. When a student or employee reports to the College that the student or employee has been a victim of sexual misconduct (“DVSAS”), whether the offense occurred on or off campus, the College will provide the student or employee a written explanation of the student’s or employee’s rights and options as described in paragraph 9 above.
11. All publicly available record keeping will be maintained without inclusion of personally identifiable information, inclusive of victims of dating violence, domestic violence, sexual assault, stalking and Clery Act reporting and disclosures.

VII. Definitions of Prohibited Conduct

The following behaviors constitute sexual misconduct (“DVSAS”) and are prohibited under this policy. All forms of sexual misconduct (“DVSAS”) are serious offenses and will result in College disciplinary consequences. Additionally, the prohibition of sexual misconduct (“DVSAS”) will be communicated within existing prevention programs and awareness campaigns for all new and current students and employees.

1. Non-Consensual Sexual Intercourse or Penetration (Rape) means 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 consent. Sexual Intercourse includes (a) vaginal penetration by a penis, object, tongue, or finger; (b) anal penetration by a penis, object, tongue, or finger; and (c) any contact, no matter how slight, between the mouth of one person and the genitalia of another person.
2. The College will maintain as confidential any accommodation or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the College to provide the accommodations or protective measures.
3. Non-Consensual Sexual Contact (Fondling) means any intentional sexual touching, however slight, with any body part or any object, without consent. Examples of non-consensual sexual contact may include, but not limited to, genital-genital or oral-genital contact not involving penetration; contact with breasts, buttocks, or genital area, including over clothing; removing the clothing of another person; and kissing.
4. Sexual Exploitation means the behavior that takes, or facilitates the taking of, non-consensual sexual advantage of any person to benefit any other person when the behavior does not otherwise constitute a sexual misconduct (“DVSAS”) violation. Examples of sexual exploitation include, but not limited to:
 - trafficking another person;
 - taking a non-consensual video, photograph, or audio recording of sexual activity without the other’s permission; taking a photograph or video of someone’s private parts (including genitals, groin, buttocks, or breasts)

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- without permission; the transmission or dissemination (including, but not limited to, distribution via social media) of such video, photograph, or audio recording without permission;
- allowing third parties to observe private sexual activity from a hidden location (e.g., closet) or through electronic means (e.g., Skype or live-streaming of images);
 - frottage which means the act of obtaining sexual stimulation by rubbing against a person or object;
 - voyeurism or spying on persons where they have a reasonable expectation of privacy;
 - knowingly transmitting a sexually transmitted infection to another person without the other's knowledge; and
 - revenge porn which means the sharing of private, sexual materials, either photos or videos, of another person without their consent and with the purpose of either causing embarrassment or distress.
5. Intimate Partner Violence includes dating and domestic violence.
- a. Domestic violence means a felony or misdemeanor crime of violence committed:
- By a current or former spouse or intimate partner of the student or employee;
 - By a person with whom the student or employee shares a child in common;
 - By a person who is cohabitating with, or has cohabitated with, the student or employee as a spouse or intimate partner;
 - By any other person against an adult or youth student and employee who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- b. Dating violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the student or employee. The existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but not limited to, sexual or physical abuse or the threat of such abuse.
6. Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress.
- Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
 - Reasonable person means a reasonable person under similar circumstances and with similar identities to the reporting student or employee.

- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
7. Other Sexual Misconduct (“DVSAS”) means inappropriate sexual behaviors not covered previously in this section, for example, sexual activity in public places.
 8. Sexual/Gender-Based Harassment is unwelcome sexual or gender-based verbal or physical conduct that unreasonably interferes with or deprives others of their right to access and benefit from the programs and services of the College. Sexual harassment offenses fall into two general categories;
 - a. Hostile Environment which means harassing conduct that is sufficiently severe, pervasive/persistent, and objectively offensive that it substantially interferes with the conditions of education or employment, from both a subjective (the student’s or employee’s) and an objective (reasonable person’s) viewpoint. The determination of whether an environment is “hostile” will be based on the circumstances. These circumstances could include, but not limited to:
 - the frequency of the conduct;
 - the nature and severity of the conduct;
 - whether the conduct was physically threatening;
 - whether the conduct was humiliating;
 - whether the conduct was directed at a specific individual or more than one person;
 - whether the conduct arose in the context of other discriminatory conduct;
 - whether the conduct unreasonably interfered with the alleged Complainant’s educational or work performance;
 - whether the statement is an utterance of an epithet which offends an employee or student, or offends by discourtesy or rudeness; or
 - whether the speech or conduct is excluded from the protections of free speech or academic freedom.
 - b. Quid Pro Quo (“this for that”) means a violation of this type exists when there are:
 - Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature; and
 - Submission to unwelcome advances, etc., results in preferential treatment, e.g., promotion, higher grade than earned. Rejection of sexual advances, etc. results in adverse educational access or employment action; e.g., failing grade or employment termination.
 - A sexual or romantic relationship between a faculty member or visiting faculty member and a person for whom the faculty member has professional responsibility (including, for example, as a teacher, adviser, evaluator, or supervisor) raises concerns such as conflict of interest, abuse of authority, and unfair treatment. These concerns exist even where the relationship is considered consensual by both

participants. Moreover, even when consensual, relationships involving individuals of different College status have the potential to have an adverse impact of others in the College community. As members of a community characterized by multiple formal and informal hierarchies, it is incumbent on members of the Faculty not to abuse, nor to appear to abuse, the authority with which they are entrusted.

9. Retaliation means harassment or adverse action taken against a person because of that person's participation in a complaint or investigation of sexual misconduct ("DVSAS"). This will be treated as a separate violation of this policy and will result in immediate action by the College to stop the retaliatory behavior, prevent further violations by the perpetrator, and remedy any adverse impact of the violation.
10. False Reports means intentionally making a report of prohibited conduct to a College official knowing, at the time the report was made, that the prohibited conduct did not occur and the report was false.
11. Attempted Violations means a person commits an attempted violation when, with intent to commit a specific violation, a person does any act which constitutes a substantial step toward the commission of that violation. The College will treat attempts to commit any of the violations described in policy or procedure as if those attempts had been completed.

VIII. Additional Definitions

1. Consent
 - a. Consent to sexual activity is informed, knowing, voluntarily, and freely given permission to engage in mutually agreed upon sexual activity. The College will apply a reasonable person standard in determining whether or not consent was given, unless otherwise required by law.
 - i. The person giving consent must be capable of doing so freely, with the ability to understand what they are doing and the specific details (who, what, when, where, and how) of the sexual contact to which they are consenting.
 - ii. Consent may be given by words or actions, as long as those words or actions create mutually understandable permission regarding the conditions of sexual activity. Consent can be withdrawn at any time.
 - iii. It is the obligation of the person initiating sexual contact to obtain clear consent for the specific type of sexual contact sought.
 - iv. Lack of protest does not constitute consent. Silence or passivity without words or actions that communicate mutually understandable permission cannot be assumed to convey consent.
 - v. Use of violence, threats, coercion, or intimidation invalidates any consent given.

- vi. Consent for one form of sexual contact does not imply consent to other forms. For example, consent to vaginal sex does not imply consent to oral sex; consent of vaginal sex does not imply consent to anal sex.
 - vii. Past consent does not constitute consent for future sexual activity.
 - viii. Persons who are unable to give valid consent under New Jersey law (i.e., minors, individuals with mental health disabilities) are considered unable to give consent under this policy. See N.J.S.A. 2C: 4-2.
 - ix. Consent cannot be given by a person who is unconscious or sleeping. If consent has been given while a person is conscious or awake, and then that person becomes unconscious or falls asleep, consent terminates at that point.
 - x. Persons who are incapacitated due to the use of drugs marijuana, hashish, cannabis items, or alcohol cannot give consent.
2. Consent to bodily harm constitutes a violation of this policy because it causes or threatens bodily harm. Consent to such conduct or to the infliction of such harm is a defense if: (1) the bodily harm, consented to or threatened by the conduct is not serious, or (2) the conduct and the harm are reasonably foreseeable hazards of joint participation in a concerted activity of a kind not forbidden by law.
3. Incapacitation
- a. Incapacitation is the physical and/or mental inability to make informed, rational judgements and decisions. States of incapacitation include, sleep, unconsciousness, and blackouts. Where alcohol, marijuana, hashish, cannabis items, or drugs are involved, incapacitation is determined by how the substance impacts a person's decision-making capacity, awareness of consequences, and ability to make informed judgements.
 - b. In evaluating whether a person was incapacitated for purposes of evaluating effective consent, the College considers two questions: (1) Did the person initiating sexual activity know that their partner was incapacitated? And if not, (2) Should a sober, reasonable person in the same situation have known that their partner was incapacitated?
 - c. If the answer to either of these questions is 'yes', effective consent was absent.
 - d. For purposes of this policy, incapacitation is a state beyond drunkenness or intoxication. A person is not incapacitated merely because they have been drinking or using drugs. The standard for incapacitation does not rely on technical or medical definitions, but instead focuses on whether a person has the physical and/or mental ability to make informed, rational judgements and decisions.
 - e. A person who initiates sexual activity must look for the common and obvious warning signs that show that a person may be incapacitated or approaching incapacitation. Although every individual may manifest signs of incapacitation differently, typical signs include slurred or incomprehensible speech, unsteady gait, combativeness, emotional volatility, vomiting, or incontinence. A person who is incapacitated may not be able to understand

some or all of the following questions, “Do you know where you are? Do you know how you got here? Do you know what is happening? Do you know whom you are with?”

- f. Because the impact of alcohol, marijuana, hashish, cannabis items, and other drugs varies from person to person, one should be cautious before engaging in sexual contact or intercourse when either party has been drinking alcohol or using marijuana, hashish, cannabis items, or other drugs. The introduction of alcohol, marijuana, hashish, cannabis items, or other drugs may create ambiguity for either party as to whether effective consent has been sought or given. If one has doubt about either party’s level of intoxication, the safe thing to do is to forego all sexual activity.

IX. Reporting Options

Students and employees who experience sexual misconduct (“DVSAS”) and those who have knowledge of sexual misconduct (“DVSAS”) or harassment are encouraged to report this information as soon as possible. Please refer to charts on pages 12 to 14. Prompt reporting of incidents greatly improves the ability of the College and law enforcement to provide support resources and to address the violations effectively. Although there is no time limit for reporting sexual harassment or misconduct offenses, delays in reporting may reduce the ability of the College and law enforcement to investigate and respond to incidents. After an incident of sexual misconduct (“DVSAS”), the individual should consider seeking medical attention as soon as possible. In New Jersey, evidence may be collected, stored and not tested until you authorize testing, even if you choose not to make a report to law enforcement.

IMPORTANT NOTE: Employees of the College, including part-time and volunteers are considered “Responsible Employees” and have a duty to report to the Title IX Officer any and all incidents of:

- Harassment and Discrimination – Policy 7011
 - Harassment, including sexual harassment
 - Discrimination based on any protected class
- Sexual Misconduct and the Rights of Victims – Policy 7013
 - Dating violence
 - Domestic Violence
 - Sexual Assault
 - Stalking
 - Sexual misconduct that is not classified as a crime

The United States Department of Education (DOE) Office of Civil Rights (OCR) determines a school to have notice of the federal violation when a Responsible Employee knows or reasonably should know of violations or potential violations of the above policies.

File a Complaint

- A. Report to the Title IX Officer any and all complaints of sexual misconduct (“DVSAS”), harassment, or discrimination regardless of whether a student or employee or third party files a formal complaint:
- On the Gloucester County Campus, Almarie Jones, Vice President, Chief Diversity Officer, Diversity and Equity/Title IX and Compliance 1400 Tanyard Road, Sewell, NJ 08080; (856) 415-2154, ajones@rcsj.edu.
 - On the Cumberland County Campus, Nathaniel Alridge, Jr., JD, Executive Director, Threat Assessment Management, Title IX, Diversity and Judicial Affairs, 3322 College Drive, Vineland, NJ 08360; (856) 498-9948, nalridge@rcsj.edu.
Responsibilities are monitoring and oversight of overall implementation of Title IX compliance at the College. The Title IX Officer, should be contacted for all complaints against faculty, staff, and visitors including those complaints filed by students.
 - Rowan Choice students can file a complaint on the Gloucester, Cumberland, or Rowan University campus. To report complaints of sexual misconduct (“DVSAS”) on the Rowan University campus, Rowan Choice students are to contact Interim Title IX Coordinator, 201 Mullica Hill Road, NJ 08028; (856) 256-5440.
 - A student or employee may choose to report to the College before they have made a decision about whether or not to report to law enforcement. An individual has the right to file a criminal complaint and a Title IX complaint simultaneously.

B. Confidential Resources

When speaking with these resources, an individual’s right to confidentiality is legally protected. However, there are limits to this protection in specific situations. For example, if a student discloses that the incident involved the use of a weapon or other contraband as defined by New Jersey law, or there is an ongoing threat of danger to the safety of another person, these resources may be required to report the incident to police.

LGBTQ students who would like to speak with a confidential resource should know the College is committed to supporting students of all gender identities, gender expressions, and sexual orientation.

PLEASE NOTE: The Center for Counseling and Wellness Services and People In Transition provide counseling services and, therefore, are not required to report to the Title IX Officer any “Clery” statistical information which was reported to them, unless there is a serious or continuing threat to the campus community that would require an alert (i.e., timely warning). However, those responsibilities can usually be met without disclosing personally identifying information.

a. Cumberland Campus

- Ruby Aparicio-Pagan, MSW, Mental Health Coordinator, (856) 200-4759, aparici@rcsj.edu
- The Student Counseling and Wellness Center offers mental health counseling to assist students with a variety of life's stressors. These confidential and professional services are free to all students. The Student Counseling and Wellness Center is located on the first floor of the Academic Building, and is open during regular business hours, Monday-Friday, 8:30 a.m. – 4:30 p.m. Students can stop by, call, or email to make an appointment. Students can also call the Wellness Warm Line at (856) 691-8600 x1258.
- Services Empowering Rights of Victims (SERV), provides a 24/7 toll-free hotline at 1-800-225-0196 crisis intervention, counseling, advocacy and support at hospitals, police stations, and courts for survivors of sexual and domestic violence. SERV provides safe housing for female victims of domestic violence and their children. SERV provides a website: www.centerffs.org

b. Gloucester Campus

- Dr. Diane Mussoline, DSocSci, Center for Wellness & Support (CWS), (856) 494-5665, College Center building, Room 210A. Professional counselors will provide confidential counseling and assistance. They are available during regular business hours, Monday-Friday, 9 a.m.- 4 p.m., or a Complainant can call for an appointment.
- Jaime Ramanuskas, MS, Director, Center for People in Transition, (856) 415-2264, located in Room 809 in the Workforce Development Building, 1492 Tanyard Road, Sewell, NJ 08080, Monday-Friday, 8:30 a.m. to 4:30 p.m. Confidential assistance is provided to displaced homemakers whose major source of income and financial support is lost through spousal separation, divorce, death, or disability and who are emotionally and/or vocationally unprepared to enter the job market. The Center works directly with SERV for victims of domestic and sexual abuse and can provide expedient referrals, if deemed necessary.
- Services Empowering Rights of Victims (SERV), provides a 24/7 toll-free hotline at 1-866-295-SERV (7378), crisis intervention, counseling, advocacy and support at hospitals, police stations, and courts for survivors of sexual and domestic violence. SERV provides safe housing for female victims of domestic violence and their children. SERV provides a website: www.centerffs.org

C. Reporting to Law Enforcement

A student or employee who is a victim of sexual misconduct (“DVSAS”) or any other crime has three options regarding the involvement of law enforcement and campus authorities:

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1. Notify security or law enforcement as listed below;
2. Be assisted by campus authorities in notifying law enforcement, if the victim so chooses or is unable to do so; and/or
3. Decline to notify such authorities.

For criminal offenses that occur on the College while in session, students and employees should immediately contact the Office of Safety & Security, (856) 681-6287, Monday-Friday, 7 a.m. to 11 p.m. and Saturday, 7 a.m. to 5 p.m. For any emergency after these hours, contact the Deptford Police or 911. The Office of Safety and Security can assist students in contacting and filing a complaint with any other agency when the incident did not occur on campus.

1. Cumberland Campus

- Cumberland County Sheriff's Office (856) 451-0033
- Vineland Police Department (856) 691-4111
- Millville Police Department (856) 825-7010
- Cumberland County Emergency Services 9-1-1

2. Gloucester Campus

- Gloucester County Sheriff's Satellite Office located on campus in the Security building, telephone (856) 681-2200.
- Deptford Police Department, 1011 Cooper Street, Woodbury, NJ 08096; telephone: (856) 845-2220; website: <http://deptford-nj.org>
- Gloucester County Sheriff's Department, 2 South Broad Street, Woodbury, NJ 08096; telephone: (856) 384-4600; website: <http://www.gloucestercountynj.gov/depts/s/sheriff/default.asp>

D. Other Reporting Options:

Students and employees may file a complaint with the:

Office of Civil Rights,

New York Office

U.S. Department of Education

32 Old Slip, 26th Floor

New York, NY 10005-2500

phone: (646) 428-3800

fax: (646) 428-3843

email: OCR.NewYork@ed.gov.

Reporting Allegations of Sexual Misconduct Resource Referrals Cumberland Campus (09/2023)

There are multiple safe places for students to report allegations of sexual misconduct (“DVSAS”), both on and off campus.

Reports of sexual misconduct (“DVSAS”) can be made to any of the following offices listed below.

Service	Resource	Phone Number/Location/Website
Non-Confidential Reporting Law Enforcement	Vineland Police Dept.	856-691-4111
	Millville Police Department	856-825-7010
	Cumberland Co. Sheriff’s Office	856-451-4449
	Cumberland County Emergency Services	9-1-1
	Cumberland Campus Security 856-200-4706 (Direct)	Andres Lopez, Director Safety and Security 856-200-4706
Non-Confidential On-Campus Reporting Support Services	Almarie J. Jones Vice President, Chief Diversity Officer Diversity and Equity/Title IX & Compliance Academy of Student Enrichment	856-415-2154 Gloucester Campus College Center, Room116 <i>ajones@rcsj.edu</i>
	Nathaniel Alridge, Jr., JD, Executive Director, Threat Assessment Management, Diversity and Equity, Title IX and Judicial Affairs	856-498-9948 Catherine J. Arpino Education and Humanities Center, <i>nalridge@rcsj.edu</i>
	Kellie W. Slade, Ed.D. Executive Director Student Services	856-200-4615 Student & Enrollment Services Center <i>kslade@rcsj.edu</i>
	Meredith Vicente Senior Director, Student Accessibility and Support Services	856-200-4688 Department of Special Services <i>mvicent1@rcsj.edu</i>
	Ramon Casanova Program Manager, ACT	856-200-4783 Student Services <i>rcasanov@rcsj.edu</i>
	All students are encouraged to report alleged crimes on campus. Employees <u>must</u> report crimes that pose an immediate threat to the campus Security Office, the local Police Department or the Sheriff’s Office.	
Confidential On-Campus Counseling and Support Services	Center for Wellness & Support Ruby Aparicio-Pagan, MSW	University Center 856-200-4759 <i>raparici@rcsj.edu</i>
Confidential Off-Campus Full-Service Support	Center for Family Services – Services Empowering Rights of Victims (SERV)	24/7 Hotlines Cumberland Co. – 1-800-225-0196 <i>www.centerffs.org/serv</i>
Hospital Sexual Assault Nurse Examiner on Site	Inspira Medical Center Vineland	1505 W. Sherman Ave., Vineland, NJ 856-641-8000

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Reporting Allegations of Sexual Misconduct and Resource Referrals Gloucester Campus (09/2023)

There are multiple safe places for students to report allegations of sexual misconduct (“DVSAS”), both on and off campus. Reports of sexual misconduct (“DVSAS”) can be made to any of the following offices listed below.

Service	Resource	Phone Number/Location/Website
Non-Confidential Reporting Local Law Enforcement	Gloucester County Sheriff’s Office	856-681-2200
	Deptford Township Police Dept.	856-845-2220
	Gloucester Co. Prosecutor’s Office	856-384-5500
	Sexual Assault Response Team	856-384-5555
Non-Confidential Reporting 9-1-1 and Campus Security	9-1-1 Gloucester County Emergency Management Dispatch	9-1-1 or push RED button on Campus Blue Light Emergency Phones
	Campus Security Blue Light Emergency Phones <u>or</u> ext. 4444 from any campus desk phone	856-681-6287
Non-Confidential On-Campus Reporting Support Services	Almarie J. Jones Vice President, Chief Diversity Officer Diversity and Equity/Title IX & Compliance Academy of Student Enrichment	856-415-2154 College Center, Room 116 <i>ajones@rcsj.edu</i>
	Center for Wellness & Support Kristen Wilson, DSocSci, CTSS Director of Behavioral Services	856-494-5688 College Center, Room 210B <i>kwilso22@rcsj.edu</i>
	Ramon Casanova Program Manager, ACT	856-200-4783 Education and Humanities Center <i>rcasanov@rcsj.edu</i>
Non-Confidential Reporting	All students are encouraged to report alleged crimes on campus. Crimes that pose a threat to the campus community <u>must</u> be reported to 9-1-1 , Security, the Sheriff’s Office or the Deptford Township Police Department. All employees, including Security staff, must report incidents of discrimination, harassment or sexual misconduct (“DVSAS”) to the Title IX Officer.	
Confidential On-Campus Counseling and Support Services	Jaime Ramanauskas Director, The Center for People in Transition (PIT)	856-415-2264 Career & Technical Education Center, Rm 809 1492 Tanyard Road
	Center for Wellness & Support Diane Mussoline, DSocSci Executive Director of Behavioral Services	856-494-5665 College Center, Room 210A <i>dmussoli@rcsj.edu</i>
Confidential Off-Campus Full-Service Support	Center for Family Services/ Services Empowering Rights of Victims (SERV)	1-866-295-7378 Camden and Gloucester counties www.centerffs.org/serv
Hospitals with Sexual Assault Nurse Examiners	Inspira Medical Center	700 Mullica Hill Road, Mullica Hill, NJ 08062 856-508-1000
	Jefferson Washington Township Hospital	435 Hurffville-Crosskeys Rd., Turnersville, NJ 856-582-2500

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X. Preserving Evidence, Protection Orders, No Contact Orders, and Reasonable Accommodations

A. Preserving Evidence

1. It is recommended that the victim preserve evidence as proof of criminal activity. After an incident of sexual misconduct (“DVSAS”), it is recommended to seek medical attention as soon as possible at the nearest medical facility including Jefferson Hospital, Washington Township, or Inspira Hospital, Woodbury. In New Jersey, evidence may be collected even if you choose not to make a report to law enforcement. Each county will have a policy and procedure allowing the evidence to be preserved for at least 90 days and up to five (5) years, affording the Complainant the opportunity to determine if evidence will be turned over to the police. The Complainant will be informed of the county procedure for evidence storage and correct steps if they want to proceed with prosecution.
2. It is important that the victim of sexual misconduct (“DVSAS”) not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved and may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order.
3. In circumstances of sexual misconduct (“DVSAS”), if Complainants do not opt for forensic evidence collection, healthcare providers can still treat injuries and take steps to address concerns of pregnancy, and/or sexually transmitted disease. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible criminal prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If the Complainant chooses not to make a complaint regarding an incident, he or she, nevertheless, should consider speaking with law enforcement to preserve evidence in the event that the Complainant changes her/his mind at a later date.
4. Victims of sexual misconduct (“DVSAS”), are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents, if they have any, that would be useful to College hearing boards/investigators or police. Complainants are encouraged to preserve evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order.
5. Although the College encourages all members of its community to report violations of this policy to law enforcement, it is the Complainant’s choice whether or not to make such a report and Complainants have the right to decline to notify the police.
6. A Sexual Assault Nurse Examiner (S.A.N.E.) can be requested by a Complainant at the hospital or by calling SERV.

B. Protection Orders (Restraining Orders)

1. Under the Domestic Violence Act, a restraining order may be obtained by a victim of domestic violence committed by a spouse, former spouse, a present or former household member, someone with whom they have had or are expecting a child, or someone with whom they have had a dating relationship. Only an adult or an emancipated minor may obtain a restraining order.
2. A Complainant who wants to obtain a restraining order should contact the family division of the Superior Court in their county on Monday through Friday from 8:30 a.m. to 3:30 p.m. On weekends, holidays, and weekdays after 3:30 p.m., when the Superior Court is closed, the Complainant may file a complaint at their local police department.
3. Additionally, New Jersey residents may call the Statewide Domestic Violence Hotline at 1-800-572-SAFE (1-800-572-7233) with questions about the restraining order process and other resources for domestic violence victims.
4. On campus, if a Complainant wants to obtain a protection order the Complainant may speak to a Security Supervisor. He or she will direct you to the Sheriff's Officer or the Deptford Police Department.
5. A Complainant will be assisted by Campus Security Authorities in notifying law enforcement authorities, if the Complainant chooses. A Complainant may also decline to notify and/or seek assistance from campus authorities and law enforcement.
6. Neither of the College's security departments (Cumberland or Gloucester) possess police powers, therefore, restraining orders cannot be enforced by security personnel, however, they would assist to call local law enforcement personnel.

C. No Contact Orders

Once the College is in possession of information that has or may threaten to interfere with an individual's access to education or related services, and/or the safety and well-being of others, and/or the continuity of peaceful College operations, a No Contact and Avoid Order will be issued to help ensure an environment in which individuals can focus and pursue their education and/or work.

- Gloucester Campus Contact:
 - Office of Student Affairs 856-681-6271
 - Office of Safety and Security 856-681-6287
- Cumberland Campus Contact:
 - Office of Diversity and Equity 856-691-8000, ext. 1414
 - Office of Security 856-691-8600, ext. 1777
- Rowan University Campus Contact:
 - Office of Public Safety 856-256-4922

Note: No contact orders are perpetual and continuous until rescinded by the College. Violations may result in disciplinary action including temporary or permanent separation from the institution.

D. Reasonable Accommodation

Employees and/or students who report or are the victim of sexual misconduct (“DVSAS”) will be afforded reasonable accommodations, if requested, to avoid hostile environments or working conditions, regardless of whether the Complainant chooses to report the crime to campus security or local law enforcement.

The College will maintain as confidential any accommodation or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodation or protective measures.

Students can contact the Office of Student and Veteran Affairs (Gloucester Campus), Office of Student Services and Student Life (Cumberland Campus), Office of Special Services, or the Title IX Officer and employees can contact Human Resources (refer to pages 12 and 13 for telephone numbers) to navigate through the appropriate departments for assistance with:

- Counseling
- Mental health
- Victim Advocacy
- Legal Assistance
- Campus safety escort and protective measures
- Transportation
- Change of class schedule (students)
- Change of work location or assignment (employees)
- Leave as provided or allowed under law or policy
- Adjustment in hours worked

All employees and students, including Rowan Choice students, who report such incidents of sexual misconduct (“DVSAS”) will be provided with a prepared, standardized, and written set of materials regarding counseling, health, victim advocacy, legal assistance, mental health, visa and immigration assistance, student financial aid, and other services available both on campus and in the community. This information will include a victim’s right to obtain a restraining order, a no contact order, available reporting options, as well as, information regarding the preservation of evidence. Contact information is provided for each of the services listed. If a Rowan Choice student initiates a report at Rowan University, they will provide the student with this information, refer the student to RCSJ, and the information will be provided again.

XI. Confidentiality

When the College is made aware of a report or allegation of sexual misconduct (“DVSAS”) or harassment, the College will endeavor to maintain the confidentiality of the matter and of all individuals involved to the extent permitted by law. The College will balance the needs of the individuals involved with its obligation to fully investigate allegations and to protect the safety and well-being of the community at large. In all cases, the College and its employees will respect the dignity and rights of all individuals involved.

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Campus Security Authorities (CSA's)

When consulting campus resources, students and employees should be aware that certain campus authorities are mandated to report and take action after receiving information regarding sexual misconduct (“DVSAS”) and harassment. These include, but not limited to, managers and supervisors, coaches, club and organization advisors, faculty and deans. If a student or employee has reported information to a campus security authority, but the student or employee would like the report to remain confidential, the individual should contact the Title IX Officer, who will evaluate the request for confidentiality. A CSA report does not need to automatically result in the initiation of a police or disciplinary investigation, if the victim does not want to pursue this action. The Complainant’s identity is not required to be revealed.

XII. Federal Crime Statistics Reporting

Certain campus officials have a duty to report sexual misconduct (“DVSAS”) for federal statistical reporting purposes. All personally identifiable information, as previously described, is kept confidential, but statistical information must be passed along to campus security regarding the type of incident and its general location (on or off-campus, in the surrounding area, etc. – with addresses withheld) for publication in the campus Annual Security Report. This report helps to provide the community with a clear picture of the extent and nature of campus crime to ensure greater community safety. Mandated federal reporters include: campus security, local police, coaches, athletic directors, student activities staff, human resources staff, advisors to student organizations, and any other staff members with significant responsibility for student and campus activities. Exemption: Professional Counselors who are not required to report crimes of sexual misconduct (“DVSAS”) reported to them are required to report a potential ongoing threat to the community if the alleged perpetrator of the crime is a known repeat offender. Every effort will be made to keep the name of the victim private, but privacy is not guaranteed in these circumstances.

XIII. Federal Timely Warnings

Students and employees who report sexual misconduct (“DVSAS”) and other crimes should be aware that College administrators must issue timely warnings for incidents reported to them that pose a substantial threat of bodily harm or danger to members of the community to aid in the prevention of similar occurrences. The College will withhold the names and other personally identifiable information of students or employees as confidential, while still providing enough information for community members to make decisions related to their safety in light of the danger. The individuals required to report for timely warning purposes are exactly the same as detailed at the end of the previous paragraph.

XIV. Training for Students, Employees, and Title IX and Resolution Coordinators

Students

Mandatory training is required of **all students** by means of the completion of interactive videos relating to sexual misconduct (“DVSAS”) and consent. The program is 60 minutes with pre and post exams covering the importance of values, aspects of (un)healthy relationships, gender socialization, sexual assault, consent, bystander intervention, and on-going activism.

A second on-line educational program offered for all students is Alcohol Edu to meet the requirements of the Drug Free Schools and Communities Act (DFSCA). The course covers: alcohol and motivation; blood alcohol concentration; key strategies for drinkers; key strategies for non-drinkers; bystander intervention skills; alcohol and the law; and drinking and stress.

Employees

Mandatory Harassment and Discrimination Prevention training, approximately 60 minutes long including knowledge checks, must be completed by **all employees** in a timely manner as a requisite of employment.

Data is provided to HR and the divisions by the Title IX Office regarding an individual’s completion of the program allows staff to ensure compliance with the mandate. Additional programs are offered throughout the year on both campuses and are advertised on the portal, bulletin boards, and flyers.

Title IX and Resolution Coordinators

Annually, all Title IX and Resolution Coordinators complete “VAWA Adjudicator Training” online. This training program is specifically designed for institutional officials involved in the resolution and discipline processes for sexual misconduct (“DVSAS”) as previously defined. The College, at its sole discretion, however, may utilize an experience lawyer to serve as a hearing officer in cases of sexual misconduct (“DVSAS”), as explained previously.

Regardless of whether the resolution process is voluntary or formal, the Title IX Officer or designee will initiate an impartial, fair, and prompt investigation to the final result.

XV. Resolution Procedures

1. Voluntary Resolution Procedures
 - a. Upon request by the parties, some complaints of sexual misconduct (“DVSAS”) can be resolved through voluntary processes that are facilitated by the Title IX Officer. The Title IX Officer or other designated administrator will determine whether a voluntary solution is appropriate depending upon the complaint allegations. Voluntary procedures are never applied in cases involving violence or sexual assault within “DVSAS”.

Administrative Procedure: 7013 Sexual Misconduct and the Rights of Victims

- b. If appropriate, the Title IX Officer or designee may arrange for/or facilitate mediation between the involved parties or coordinate other voluntary resolution. Voluntary resolution procedures will be initiated within ten (10) calendar days of the receipt of the Complainant's request for voluntary resolution. The voluntary resolution procedure will be completed within sixty (60) days. All timeframes set forth in the policy may be extended by the Title IX Officer or designee for good cause, with written notice to the Complainant and the Respondent of the delay and the reason for the delay.
- c. Voluntary resolution procedures are optional and may be terminated at any time by the parties. A voluntary resolution agreement, which outlines the terms agreed upon by the parties, will be provided to both parties simultaneously by the Title IX Officer or appropriate administrator. If either party is unsatisfied with the outcome of the voluntary resolution procedures, the formal resolution procedures may be pursued. If either party alleges that the terms of the voluntary resolution agreement have been breached, the formal resolution procedures will be initiated.

2. Formal Resolution Procedures

The formal resolution procedure will be initiated upon request by either party or when the College determines it is necessary.

- a. Written Notice: Once a formal resolution procedure has been initiated, all parties will receive written notice.
 - i. This notice will include the following: a brief summary of the allegations; the relevant policy provisions defining the elements of the charges (prohibited conduct) at issue, and information related to available resources and services.
 - ii. Once the Respondent has received written notice of the formal procedure, the Complainant and the Respondent will be kept informed of all developments and will be advised of the procedures that will guide the resolution of the complaint.
 - iii. Details of the allegations will be given to the Respondent during the first investigatory interview.
- b. Investigation: Once a report of sexual misconduct ("DVSAS") has been made, an investigation into the report will be initiated by the Title IX Officer or designee.
 - i. The investigation may be conducted by the Title IX Officer alone or by designees of the Title IX Officer. The investigation may also be conducted by an outside investigator retained by the College.
 - ii. The Title IX Officer or designee will determine the manner in which the investigation is conducted.
 - iii. The investigation may include any of the following: interviews of the parties involved, including witnesses; review of written statements; and the gathering of other relevant information.

- iv. Both parties will have the opportunity to present witnesses and other evidence.
 - c. Investigation Report: The investigator will review all of the information gathered during the investigation and will prepare an initial investigation report which contains a summary of the information gathered during the investigation and preliminary findings of fact.
 - i. This initial report will be shared with the parties simultaneously. After the parties have been provided the initial report, the parties will have the opportunity to provide additional or rebuttal information within seven (7) calendar days to the investigators.
 - ii. The investigator will review additional or rebuttal information provided, if any, and will generate a final investigative report.
 - iii. The final investigation report will include a comprehensive description of the evidence gathered during the investigation, the investigators' findings of fact, and credibility assessments of any relevant witness or parties.
 - iv. While the investigator will make initial findings of facts and credibility determinations, the investigator will not adjudicate the matter and will not reach a determination as to whether a violation of this policy occurred.
 - v. The parties will be provided with the final investigation report simultaneously and will be advised that the parties may be subject to a hearing.
 - d. Advisors: The Complainant and Respondent have the right to an advisor of their choice during this process. An advisor may be a family member, an attorney, or any third party. Advisors are present to support the parties and to provide advice on procedural matters; advisors may not speak on behalf of the party.
 - i. The Title IX Officer or designee will exercise control over the investigatory process. Anyone who disrupts an investigatory interview or who fails to adhere to College policies may be asked to leave an investigatory interview.
 - ii. Regardless of whether a party has an advisor, the Title IX Officer or designee will correspond and communicate directly with the Complainant and Respondent.
3. The Adjudicatory Hearing
- a. For complaints brought against students, the hearing officer will be the Executive Director of the Office of Student Engagement ("Executive Director") on the Gloucester Campus and the Executive Director, Threat Assessment Management, Title IX, Diversity on the Cumberland Campus unless the College, at its sole discretion, utilizes outside counsel.
 - b. For complaints brought against employees, the hearing officer will be the Executive Director of Human Resources ("HR Director") unless the College, at its sole discretion, utilizes outside counsel.
 - c. Timeframe: The College will attempt to schedule a hearing within 20 business days after receipt of the final investigative report.

- i. The Respondent and the Complainant will receive timely notice, in writing, of the date and time of the hearing.
- d. Witnesses: The Respondent and the Complainant will have the opportunity to make a request to the hearing officer for witnesses to participate in the hearing on their behalf. The parties will have an opportunity to present witnesses and other evidence.
 - i. The Respondent and the Complainant must notify the hearing officer of any advisors and witnesses attending the hearing two (2) business days prior to the hearing.
 - ii. If the Respondent, the Complainant, or any witness fails to appear at the hearing, the matter will be resolved in their absence.
 - iii. Witnesses may be present at the hearing only at the time they are called to participate. A hearing will not be cancelled or postponed if a scheduled witness does not attend.
- e. Advisor: Each party may have one advisor with them during the hearing. The advisor does not have speaking privileges during the hearing, but the parties may communicate with their advisors during the hearing, if they choose.
 - i. A hearing will not be cancelled or postponed in the event an advisor does not attend.
 - ii. If the advisor is not able to attend, the Respondent or the Complainant should arrange for a substitute advisor.
- f. The hearing officer will exercise control over the manner in which the hearing is conducted to avoid unnecessarily lengthy hearings and to prevent the harassment or intimidation of witnesses.
 - i. This includes, but not limited to, imposing reasonable limits on the number of factual witnesses that may participate.
 - ii. Questions by the parties should be directed to the hearing officer. The hearing officer has the authority to limit, restrict, or redirect the parties' questions to prevent harassment, intimidation, or irrelevance.
 - iii. Anyone who disrupts a hearing or who fails to adhere to hearing procedures may be excluded from the proceeding.
- g. Hearing officers will be assisted by a confidential administrative assistant.
- h. All hearings will be closed to the public.
- i. Alternative Testimony: For all participating parties, alternative testimony options will be provided. Options include, placing a privacy screen in the hearing room, providing testimony from another room via conference phone, or other options that provide a safe space for participation while not depriving any party of their rights in the process. While alternative testimony options are intended to help make participating parties more comfortable, they are not intended to work to the disadvantage of the other participating party.
- j. All hearings will be audio recorded. A digital file will be made available to the Complainant and/or Respondent student in the event a request for an appeal is filed.
- k. Evidence Presented at the Hearing
 - i. Written affidavits of witnesses not in attendance may be considered by the hearing officer.

- ii. Only the information and evidence related to the alleged violations set forth in the formal complaint will be considered.
 - iii. The Title IX Officer or designated investigator may be called as witness.
- l. Past Sexual History/Character: The past sexual history or sexual character of a student or employee will not be admissible by the other party in investigatory interviews or hearings unless such information is determined to be highly relevant by the Title IX Officer or hearing officer.
- m. Hearing Procedure: At the start of the hearing, the hearing officer will ask if the Respondent has received the original notice letter and understands the nature of the charges.
- n. The hearing officer will present the notice letter along with the information obtained through the investigation. The remainder of the hearing will customarily proceed in the following order:
 - 1. Opening statement from the Complainant.
 - 2. Opening statement from the Respondent.
 - 3. Complainant and Respondent questioning of witnesses and parties (each witness will be questioned separately).
 - 4. Hearing officer questioning of witnesses (each witness will be questioned separately then excused).
 - 5. Hearing officer questioning of the Complainant and the Respondent.
 - 6. Respondent's responding statement.
 - 7. Complainant's responding statement.
 - 8. Final questions from the hearing officer.
 - 9. Respondent's closing statement.
 - 10. Complainant's closing statement.
- o. Deliberation: The hearing officer will review the information and make an appropriate independent determination based on the information presented during the hearing.
 - i. The hearing officer will render a decision as expeditiously as possible.
 - ii. The hearing officer will determine whether or not the Respondent violated policy.
 - iii. If a determination of "In violation" is rendered, the hearing officer will determine an appropriate sanction(s) consistent with those specified in the College's administrative procedures *8007 Student Code of Conduct* or *7009 Employee Conduct and Work Rules*.
- p. Notification: The hearing officer will notify the Respondent and the Complainant simultaneously, in writing, of the decision. The hearing officer will notify the Respondent and the Complainant simultaneously, in writing, of any change to the results prior to final imposition and the date of final imposition.

XVI. Appeal Procedures

1. Upon receiving notification of the outcome of a hearing conducted by the hearing officer, the Respondent or the Complainant may file an appeal under the following circumstances.
 - a. A procedural or substantive error occurred in the process that significantly impacted the outcome of the hearing (e.g., material deviation from College policy; substantial bias; the findings and decision are contrary to the great weight of the evidence);
 - b. New and significant information has become available which could not have been discovered by a properly diligent person before or during the hearing; or
 - c. The sanction is inappropriate in light of the violation.
2. **Students:**
 - a. A written appeal within five (5) business days is made to the Executive Director of the Office of Student Engagement (“Executive Director”) on the Gloucester Campus or the Executive Director, Threat Assessment Management, Title IX, Diversity on the Cumberland Campus who will prepare the case file for forwarding to the Vice President and Provost (“Provost”). Sanctions remain in place during the appeal.
 - b. The Provost reviews the appeal file and notifies the student of the results of the appeal within fifteen (15) business days of receipt of the appeal.
 - c. The final appeal to the President may be requested in writing within five (5) business days of receipt of the Provost’s decision.
 - 1) The written appeal and case information must be submitted to the Executive Director where it will be recorded and forwarded to the President for review.
 - 2) The President’s decision is final.
3. **Employees:**
 - a. A written request for appeal of the HR Director’s decision may be made to the President in accordance with administrative procedure, *7203 Grievances*.
 - b. A final appeal may be considered by the Board of Trustees in accordance with administrative procedure, *7203 Grievances*.

XVII. Sanctions for Violations

1. Following an investigation, College employees found in violation of this policy are subject to prosecution and disciplinary action under applicable policies, procedures and/or collective bargaining provisions. Sanctions that the College may impose on an employee following a final determination of responsibility include, counseling, written warning, suspension and final warning, and/or termination of employment.
2. Students found in violation of this policy are subject to prosecution and are also subject to disciplinary action under the College’s policy, *8007 Student Code of Conduct*. Sanctions that the College may impose on a student

Administrative Procedure: 7013 Sexual Misconduct and the Rights of Victims

following a final determination of responsibility include, warning the student, loss of privileges, restitution, disciplinary probation, suspension, or expulsion.

XVIII. Special Provisions

- 1. Notification of Outcomes
 - a. The outcome of a campus disciplinary hearing is part of the education record of the Respondent student and is protected from release under FERPA. However, the College observes the exceptions as follows: Complainants of incidents charged under policy *7013 Sexual Misconduct and the Rights of Victims* have a right to be informed simultaneously of the outcome and sanctions of the hearing in writing. Complainants are also permitted to submit an appeal.
 - b. The College will, upon written request, disclose to the alleged victim of a crime of violence (as the term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the College against a student who is the alleged perpetrator of such a crime or offense. If the victim is deceased as a result of such crime or offense, the next of kin of such victim will be treated as the alleged victim for purposes of this policy.
- 2. College as Complainant
 - a. As necessary, the College reserves the right to initiate a complaint, to serve as Complainant, and to initiate institutional disciplinary proceedings without a formal complaint by the student of sexual misconduct (“DVSAS”) or harassment.
- 3. Timeline
 - a. All timeframes set forth herein may be extended by the Title IX Officer or other administrator for good cause, with written notice to the Complainant and the Respondent of the delay and the reason for the delay.

Area: Human Resources
 Approved: 07/01/19, 06/09/20, 09/09/20, 09/14/21, 9/22/22, 2/14/23, 3/21/23, 08/18/23, 09/19/23, 10/17/23
 Revised: 01/16/24

President’s Authorization:  _____

References:

- Rowan College of South Jersey Board of Trustees Policy Manual *7011 Harassment and Discrimination, 7013 Sexual Misconduct and the Rights of Victims, 7015 Alcohol, Marijuana, Hashish, Cannabis Items, and Other Drugs, and 8007 Student Code of Conduct*
- Rowan College of South Jersey Administrative Procedure *7009 Employee Conduct and Work Rules, 7015 Alcohol, Marijuana, Hashish, Cannabis Items, and Other Drugs, 7203 Grievances, 8007 Student Code of Conduct, and 8007.1 Interim Safety Suspension*

Administrative Procedure: 7013 Sexual Misconduct and the Rights of Victims

SEXUAL ASSAULT VICTIM'S BILL OF RIGHTS

(Pursuant to NJSA 18A, Chapter 61E)
njleg.state.nj.us/2018/Bills/S1000/875_11.4TM

Revised as of 1/30/2018

Introduction

A college or university in a free society must be devoted to the pursuit of truth and knowledge through reason and open communication among its members. Academic communities acknowledge the necessity of being intellectually stimulating where the diversity of ideas is valued. Its rules must be conceived for the purpose of furthering and protecting the rights of all members of the college community in achieving these ends. The boundaries of personal freedom are limited to applicable state and federal laws and institutional rules and regulations governing interpersonal behavior. In creating a community free from violence, sexual assault and non-consensual sexual contact, respect for the individual and human dignity are of paramount importance. The state of New Jersey recognizes that the impact of violence on its victims and the surrounding community can be severe and long lasting. Thus, it has established this Bill of Rights to articulate requirements for policies, procedures and services designed to ensure that the needs of victims are met and that the colleges and universities in New Jersey create and maintain communities that support human dignity.

Bill of Rights

The following Rights shall be accorded to victims of sexual assault that occur:

- on the campus of any public or independent institution of higher education in the state of New Jersey, and
- where the victim or alleged perpetrator is a student at that institution, and/or
- when the victim is a student involved in an off-campus sexual assault

Human Dignity Rights

- To be free from any suggestion that victims must report the crimes to be assured of any other right guaranteed under this policy.
- To have any allegations of sexual assault treated seriously; the right to be treated with dignity.
- To be free from any suggestion that victims are responsible for the commission of crimes against them.
- To be free from any pressure from campus personnel to:
 - report crimes if the victim does not wish to do so
 - report crimes as lesser offenses than the victim perceives the crime to be
 - refrain from reporting crimes
 - refrain from reporting crimes to avoid unwanted personal publicity.

Rights to Resources On and Off Campus

- To be notified of existing campus and community based medical, Counseling, mental health and student services for victims of sexual assault whether or not the crime is formally reported to campus or civil authorities
- To have access to campus counseling under the same terms and conditions as apply to other students in their institution seeking such counseling.
- To be informed of and assisted in exercising:
 - any rights to confidential or anonymous testing for sexually transmitted diseases, human immunodeficiency virus, and/or pregnancy.
 - any rights that may be provided by law to compel and disclose the results of testing of sexual assault suspects for communicable diseases.

SEXUAL ASSAULT VICTIM'S BILL OF RIGHTS

Campus Judicial Rights

- To be afforded the same access to legal assistance as the accused.
- To be afforded the same opportunity to have others present during any campus disciplinary proceeding that is allowed the accused.
- To be notified of the outcome of the sexual assault disciplinary proceeding against the accused.

Legal Rights

- To have any allegation of sexual assault investigated and adjudicated by the appropriate criminal and civil authorities of the jurisdiction in which the sexual assault is reported.
- To receive full and prompt cooperation and assistance of campus personnel in notifying the proper authorities.
- To receive full, prompt, and victim-sensitive cooperation of campus personnel with regard to obtaining, securing, and maintaining evidence, including a medical examination when it is necessary to preserve evidence of the assault.
- To be free from any suggestion that victims were contributory negligent or assumed the risk of being assaulted.

Campus Intervention Rights

- To require campus personnel to take reasonable and necessary actions to prevent further unwanted contact of victims by their alleged assailants.
- To be notified of the options for and provided assistance in changing academic and living situations if such changes are reasonably available.

Statutory Mandates

Each campus must guarantee that this Bill of Rights is implemented. It is the obligation of the individual campus governing board to examine resources dedicated to services required to implement the Bill of Rights and to make appropriate requests to increase or reallocate resources where necessary to ensure implementation.

Each campus shall make every reasonable effort to ensure that every student at that institution receives a copy of this document.

Nothing in this act or in any "Campus Assault Victim's Bill of Rights" developed in accordance with the provisions of this act, shall be construed to preclude or in any way restrict any public or independent institution of higher education in the State from reporting any suspected crime or offense to the appropriate law enforcement authorities.

*The term "Sexual Assault" for RCSJ includes victims of any sexual misconduct, i.e., dating violence, domestic violence, sexual assault, and stalking.

Rights and Resources for Survivors - RCSJ.edu/RRS

ALCOHOL AND OTHER DRUGS

RCSJ fully endorses the mandates of the Drug-Free Campus provisions of the Higher Education Act. The U.S. Department of Education has issued regulations implementing the provisions of the Drug-Free Schools and Communities Act amendments of 1989. This information can be assessed within the Alcohol and Other Drugs Policy and applies to all College students, regardless of location, campus or academic program. The College policies support enforcement of federal and state laws. Please note the list of legal sanctions following the College's Administrative Procedure #7015, Alcohol and Other Drugs.

The Administrative Procedure on alcohol and other drugs is provided here, along with related information on the sanctions for violation of these policies; on criminal penalties for the illegal possession or distribution of drugs and alcohol; on health risks of drugs and alcohol; and on places to get help concerning the illicit use and abuse of alcohol and drugs.

Additionally, the online educational program offered for all students, entitled "Alcohol Edu," meets the requirements of the Drug Free Schools and Communities Act (DFSCA). The course covers: alcohol and motivation; blood alcohol concentration; key strategies for drinkers; key strategies for non-drinkers; bystander intervention skills; alcohol and the law; and drinking and stress.



Rowan College of South Jersey

Administrative Procedure: 7015

ALCOHOL, MARIJUANA, HASHISH, CANNABIS ITEMS, AND OTHER DRUGS

In compliance with the Drug-Free Schools and Communities Act (DFSCA) and the Drug-Free Workplace Act (DFWA), the College prohibits the unlawful possession, sale, use, or distribution of alcohol, marijuana, hashish, cannabis items, and illicit drugs on campus or as a part of college-sponsored events.

The College's commitment to the well-being and safety of all its employees, students, and visitors as well as the College's obligations under various federal, state, and local laws, including the DFSCA, require publication of its policy on alcohol, marijuana, hashish, cannabis items, and substance abuse; the availability of employee treatment services, student counseling and community resources; and the imposition of sanctions for violations of standards of conduct.

Publication of Substance Abuse Policy

Each employee is required to read and sign off on the College's Alcohol, Marijuana, Hashish, Cannabis Items, and Other Drugs (AMHCOD) policy annually as part of the employee's hiring orientation.

Faculty and Student Handbooks are published annually which include standards of conduct, the Board's policy on AMHCOD, and related policies. An email is sent annually to all personnel and students that include instructions on how to access the College's policies and procedures. The AMHCOD Policy is specifically referenced in the email.

The College's policies and administrative procedures are posted on the College website and are included in the annual College catalog.

The AMHCOD policy brochures are published and distributed to employees and students. This brochure includes the AMHCOD policy, describes legal sanctions and health risks associated with substance abuse, and lists College and community resources to assist students and employees with substance abuse problems.

Drug, alcohol, marijuana, hashish, and cannabis items awareness workshops are held on campus for all to attend.

Administrative Procedure: 7015 Alcohol, Cannabis, and Other Drugs

Illicit Drugs, Medical Marijuana, Hashish, Cannabis Items, and Alcohol on Campus

Illicit Drugs

The intent of, actual distribution of, sale of, or manufacturing of drugs, narcotics, barbiturates, hallucinogens, marijuana, hashish, cannabis items, steroids, amphetamines, or any other controlled substance is prohibited. The possession or use of controlled dangerous substances, marijuana, hashish, cannabis items, steroids, or narcotics, including but not limited to, opium (morphine, codeine, heroin), prescription drugs in possession of someone other than the prescribed individual, misuse of prescribed drugs, and every other substance chemically distinguishable from them (i.e., imitation products, such as bath salts and/ or K2) as well as any drug paraphernalia, on campus or in any College-sponsored events/activities premises is prohibited.

Medical Marijuana

Medical marijuana, while legally permitted in New Jersey under the “New Jersey Compassionate Use Medical Marijuana Act,” is prohibited on the College campus. The College is subject to the Controlled Substances Act, which classifies marijuana as a Schedule 1 drug. Accordingly, the use, possession, cultivation, or sale of marijuana violates federal policy. Importantly, federal grants are subject to the College’s compliance with the DFSCA and DFWA, which also prohibit the College from allowing any form of marijuana use on campus.

Although students and employees who legally obtain a medical marijuana identification card from the New Jersey Department of Health and Senior Services are allowed to possess and consume certain quantities of marijuana, doing so is not permitted on the College’s property or at College-sponsored events (either on or off campus).

Sharing medical marijuana with individuals who do not have a legitimate medical marijuana identification card is prohibited. Given that the use and/or possession of medical marijuana is prohibited on College property, any student or employees who legally obtains a medical marijuana ID card should contact the Office of Special Services for students and Office of Human Resources staff to discuss any other possible on-campus accommodations, excluding the ability to use or possess medical marijuana on College property.

Alcohol on Campus

College students, employees, guests, and facilities users, who are 21 years and older, may only possess, purchase, and consume alcoholic beverages at locations which are licensed to sell alcohol or where consuming it is legal and authorized. Alcohol consumption is prohibited on campus unless authorized for a special event with a permit.

Administrative Procedure: 7015 Alcohol, Cannabis, and Other Drugs

Cannabis Items on Campus

College students, employees, guests, and facilities users, who are 21 years and older, may only possess, purchase, and utilize cannabis at locations which are licensed to sell cannabis or where utilizing it is legal and authorized. Cannabis use is prohibited on campus.

Availability of Employee and Student Counseling and Treatment Services

Early recognition and treatment of drug, alcohol, marijuana, hashish, or cannabis abuse are important for successful rehabilitation and for personal, family, and social interactions.

Employees are encouraged to seek help for problems related to alcohol, marijuana, hashish, cannabis, and substance abuse. The Employee Assistance Program (EAP) provides confidential counseling services, free of charge, for direct assistance and confidential referral services for employees seeking help with a substance abuse problem.

Students are also encouraged to seek help for problems related to substance abuse through the Center for Counseling and Wellness Services (CWS). Employees and students may also refer to the College's AMHCOD policy brochure for a list of additional College and community resources.

Enforcement and Violations

The College takes seriously its responsibility to educate its students and employees regarding the implications of alcohol, marijuana, hashish, cannabis items, and illicit drug use and abuse. While the College recognizes that drug dependency and alcoholism, marijuana, hashish, and cannabis items dependency are illnesses, and will provide channels of referrals for help, it is the employee's or student's responsibility to seek help.

The College is concerned that individuals make responsible decisions regarding the use of legal and illegal substances. All members of the campus community found in violation of the AMHCOD policy or state and federal alcohol and drug laws will be subject to disciplinary action.

If an employee is found to be in the possession of or under the influence of illicit/unprescribed drugs alcohol, marijuana, hashish, or cannabis items while working, disciplinary action will be taken in accordance with Policy *7009 Employee Conduct and Work Rules*.

It is the employee's responsibility to inform the supervisor if they are unable to fulfill their current job responsibilities due to taking legally prescribed and/or over-the-counter medications. An employee who fails to disclose this information and whose job performance, safety, or the efficient operation of work is negatively affected will be disciplined according to Policy *7009 Employee Conduct and Work Rules*.

Use of alcohol, marijuana, hashish, cannabis items, and illicit drugs are linked to risk factors associated with incidents of sexual assault, domestic violence, dating violence, and stalking.

Administrative Procedure: 7015 Alcohol, Cannabis, and Other Drugs

Victims and witnesses are encouraged to report and cooperate with investigations of sexual assault, domestic violence, dating violence, and stalking including incidents where there is an implication of alcohol, marijuana, hashish, cannabis items, or drug use. (See policy 7013 *Sexual Misconduct and the Rights of Victims*).

A student found violating the AMHCOD policy or violating the State's underage drinking laws will be considered to have violated the Student Code of Conduct (see policy 8007 *Student Code of Conduct*) and will be subject to sanctions consistent with local, State, and Federal law, up to and including expulsion from the College. In accordance with the Student Code of Conduct, a student responsible for a violation of the drug policy, may be required to complete an educational assignment such as a workshop or online training course.

These sanctions do not supplant or supersede statutory or administrative law at the federal, state, county or municipal level. Strict compliance with such laws will be the responsibility of all organizations and individuals. Violators of the law may be subject to penalties imposed by a court or other empowered board, agency, or commission, in addition to any action taken by the College.

Commonly Abused Drugs and Potential Effects

Substance	Nicknames/Slang Terms	Short-Term Effects	Long-Term Effects
Alcohol		Slurred speech, drowsiness, headaches, impaired judgment, decreased perception and coordination, distorted vision and hearing, vomiting, breathing difficulties, unconsciousness, coma, blackouts	Toxic psychosis, physical dependence, neurological and liver damage, fetal alcohol syndrome, vitamin B1 deficiency, sexual problems, cancer, physical dependence
Amphetamines Psychoactive (mind altering); Central Nervous System stimulant. Rx Names: Dexadrine, Biphphetamine, Das, Dexampex, Ferndex, Oxydess II, Spancap No. 1, Desoxyn and Methampex	Uppers, speed, up the brains, meth, crack, crystal, ice, pep pills, bennies, up the brains Ingested orally, sniffed or smoked	Increased heart rate, increased blood pressure, dry mouth, loss of appetite, restlessness, irritability, anxiety	Delusions, hallucinations, heart problems, hypertension, irritability, insomnia, toxic psychosis, physical dependence

Administrative Procedure: 7015 Alcohol, Cannabis, and Other Drugs

Substance	Nicknames/Slang Terms	Short-Term Effects	Long-Term Effects
Barbiturates and Tranquilizers	Barbs, bluebirds, blues, yellow jackets, red devils, roofies, rohypnol, ruffies, tranqs, mickey, flying v's	Slurred speech, muscle relaxation, dizziness, decreased motor control	Severe withdrawal symptoms, possible convulsions, toxic psychosis, depression, physical dependence
Cocaine	Coke, crack, snow, powder, blow, rock	Loss of appetite, increased blood pressure and heart rate, contracted blood vessels, nausea, hyperstimulation, anxiety, paranoia, increased hostility and rate of breathing, muscle spasms and convulsions, dilated pupils, disturbed sleep.	Depression, weight loss, high blood pressure, seizure, heart attack, stroke, hypertension, hallucinations, psychosis, chronic cough, nasal passage injury, kidney, liver and lung damage
Fentanyl – synthetic opioid up to 100 times more powerful than morphine to treat patients with severe pain or to manage pain after surgery. Sch. II drug Fentanyl has become the deadliest drug in America's opioid epidemic.	Apace, China Girl, China Town, China White, Dance Fever, Goodfellas, Great Bear, He-Man, Poison, and Tango & Cash Rx – Actiq, Duragesic, Sublimaze	Euphoria, drowsiness, nausea, confusion, constipation, tolerance (similar to heroin)	Addiction, respiratory depression and arrest, unconsciousness, coma and death
Gamma Hydroxy Butyrate (GHB) – Central Nervous System Depressant, not approved for use as a sedative in U.S. Affects brain when used with medications for mental conditions (anti-psychotic drugs).	GHM, liquid B, liquid X, liquid ecstasy, G, Georgia homeboy, Club drug, date-rape drug	Euphoria, decreased inhibitions, drowsiness, sleep, decreased body temperature, decreased heart rate, decreased blood pressure	Memory loss, depression, severe withdrawal symptoms, physical dependence, psychological dependence, grievous bodily harm

Substance	Nicknames/Slang Terms	Short-Term Effects	Long-Term Effects
<p>Heroin (diamorphine) Opioid made from morphine; Sch. I drug, 2-3 times more potent than morphine. (Pain relief)</p>	<p>H, junk, smack, horse, skag</p>	<p>Euphoria, flushing of the skin, dry mouth, “heavy” arms and legs, slowed breathing, muscular weakness, increased sex drive</p>	<p>Constipation, loss of appetite, lethargy, weakening of the immune system, respiratory (breathing) illnesses, muscular weakness, partial paralysis, coma, physical dependence, psychological dependence</p>
<p>Ketamine General anesthesia and sedative results in a lack of feeling or sensation; used for surgical procedures and sedation</p>	<p>K, Super K, Special K</p>	<p>Dream-like states, hallucinations, impaired attention and memory, delirium, impaired motor function, high blood pressure, depression</p>	<p>Urinary tract/bladder problems, abdominal pain, major convulsions, muscle rigidity, increased confusion, increased depression, physical and psychological dependence</p>
<p>LSD (Lysergic Acid Diethylamide) One of the major drugs making up hallucinogens class. Mood changing</p>	<p>Acid, stamps, dots, blotter, A-bombs</p>	<p>Dilated pupils, change in body temperature, blood pressure and heart rate, sweating, chills, loss of appetite, decreased sleep, tremors, changes in visual acuity, mood changes.</p>	<p>May intensify existing psychosis, panic reactions, can interfere with psychological adjustment and social functioning, insomnia, physical dependence, psychological dependence</p>

Substance	Nicknames/Slang Terms	Short-Term Effects	Long-Term Effects
MDMA (Methylene Diosymethamphetamine) Stimulant and hallucinogen similar to Mescaline	Ecstasy, XTC, adam, X, rolls, pills	Impaired judgment, confusion, blurred vision, teeth clenching, depression, anxiety, paranoia, sleep problems, muscle tension	Same as LSD, sleeplessness, nausea, confusion, increased blood pressure, sweating, depression, anxiety, memory loss, kidney failure, cardiovascular problems, convulsions, death, physical dependence, psychological dependence
Marijuana/Cannabis Depressant, psychoactive, medicinal, recreational	Pot, grass, dope, weed, joint, bud, reefer, doobie, roach	Sensory distortion, poor coordination of movement, slowed reaction time, panic, anxiety	Bronchitis, conjunctivas, lethargy, shortened attention span, suppressed immune system, personality changes, cancer, psychological dependence, physical dependence possible for some
Mescaline Illicit Sch. I, strong drug	Peyote cactus	Nausea, vomiting, anxiety, delirium, hallucinations, increased heart rate, blood pressure and body temperature	Lasting physical and mental trauma, intensified existing psychosis, psychological dependence

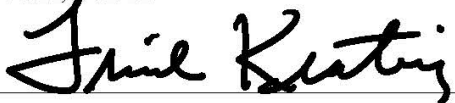
Administrative Procedure: 7015 Alcohol, Cannabis, and Other Drugs

Substance	Nicknames/Slang Terms	Short-Term Effects	Long-Term Effects
<p>Morphine/Opiates Used to treat severe pain.</p> <p>Rx: Oxycodone, Hydrocodone, Tramadol, Codeine</p>	<p>Astromorph, duramorph, Kadian, M, morf, Miss Emma, MS Contin, monkey, roxanol, white stuff</p>	<p>Euphoria, increased body temperature, dry mouth, “heavy” feeling in arms and legs</p>	<p>Constipation, loss of appetite, collapsed veins, heart infections, liver disease, depressed respiration, pneumonia and other pulmonary complications, physical dependence, psychological dependence</p>
<p>PCP (Phencyclidine) Most popular abused hallucinogen. Extremely dangerous if user does <u>not</u> experience hallucinations while using. Considered a dissociative drug.</p>	<p>Angel dust, crystal tea, dust, embalming fluid, killer weed, ozone, rocket fuel, supergrass, wack</p>	<p>Shallow breathing, flushing, profuse sweating, numbness in arms and legs, decreased muscular coordination, nausea, vomiting, blurred vision, delusions, paranoia, disordered thinking</p>	<p>Memory loss, difficulties with speech and thinking, depression, weight loss, psychotic behavior, violent acts, psychosis, physical dependence, psychological dependence, seizures, coma, addiction, increased risk of suicide, flashbacks may occur despite stopping</p>
<p>Psilocybin Hallucinogenic, psychedelic drug, mind altering</p>	<p>Mushrooms, magic mushrooms, shrooms, caps, psilocybin and psilocyn</p>	<p>Nausea, distorted perceptions, nervousness, paranoia</p>	<p>Confusion, memory loss, shortened attention span, flashbacks may intensify psychosis</p>

Substance	Nicknames/Slang Terms	Short-Term Effects	Long-Term Effects
<p>Steroids</p> <p>Anabolic – muscle building</p> <p>Androgenic – masculinizing, similar to testosterone</p> <p>Corticosteroids – help control inflammation</p>	<p>Roids, juice, gear stackers</p> <p>Rx: Anadrol-0(PRO) - <i>oxymethone</i> Methites(PRO)-<i>methyltestosterone</i> Xyosted(PRO)-<i>testosterone</i> Depo-testosterone (PRO)</p>	<p>Increased lean muscle mass, increased strength, acne, oily skin, excess hair growth, high blood pressure</p>	<p>Cholesterol imbalance, anger management problems, masculinization of women, breast enlargement in men, premature fusion of long bones preventing attainment of normal height, atrophy of reproductive organs, impotence, reduced fertility, stroke, hypertension, congestive heart failure, liver damage, psychological dependence</p>
<p>Toradol (Rx)</p> <p>Keterolac</p> <p>Tromethamine</p> <p>Non-steroidal anti-inflammatory drug (NSAID) used for short-term, moderate to severe pain in adults, not to exceed 5 days</p>	<p>This drug is included because it has become very popular with athletes. While <u>not a steroid and not addictive</u>, this drug can cause serious health issues if used long term (more than 5 days) to manage pain.</p>	<p>Upset stomach, nausea, vomiting, constipation, diarrhea, gas, dizziness or drowsiness may occur. May raise blood pressure. Serious side effects: fainting, fast, pounding heartbeat, hearing changes, mental/mood changes (confusion/depression) persistent/severe headache, stomach pain, sudden, unexplained weight gain, swelling of hands or feet, vision changes (e.g., blurred vision), unusual tiredness.</p>	<p>Long-term use (greater than 5 days) may raise blood pressure, and may rarely cause serious, possibly fatal liver disease (symptoms include dark urine, stomach/abdominal pain, persistent nausea/vomiting, yellowing eyes/skin); kidney problems (e.g., change in amount of urine), symptoms of infection (fever, chills), symptoms of meningitis (unexplained stiff neck, fever)</p>

Area: Human Resources
 Approved: 07/01/19, 03/08/22, 9/22/22
 Revised: 02/14/23

President's Authorization: _____



References:

Rowan College of South Jersey Board of Trustees Policy Manual, 7015 Alcohol and Other Drugs, 7009 Employee Conduct and Work Rules, and 8007 Student Code of Conduct.

Administrative Procedure: 7015 Alcohol, Cannabis, and Other Drugs

LEGAL SANCTIONS

ATTACHMENT 1

SUMMARY OF APPLICABLE STATE AND LOCAL LAWS REGARDING CANNABIS AND ALCOHOL OFFENSES AND PENALTIES

As of February 22, 2021 the State adopted the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act along with (A1897) and (S3454). This legislation legalizes and regulates cannabis use and possession for adults 21 years and older and clarifies marijuana and cannabis use and possession penalties for individuals younger than 21 years old.

As of January 1, 1983 New Jersey state law prohibited the sale, possession, or consumption of alcohol by individuals under 21 years of age. Rowan College of South Jersey is a public institution governed by Federal, State, and local laws, and by College policies and procedures. The College complies with municipal and other law enforcement authorities in enforcing these laws as stated below:

State of New Jersey (Refer to the New Jersey Statutes Title 2C. The New Jersey Code of Criminal Justice for complete citations)

1. The purchase and consumption of alcohol is a right extended by the State of New Jersey. The legal age to purchase and consume alcoholic beverages in the State of New Jersey is twenty-one (N.J.S.A. 9:17b1).
2. **Possession, consumption by persons under legal age; penalty - 2C:33-15**
Any person under the legal age to purchase alcoholic beverages, or under the legal age to purchase cannabis items, who knowingly possesses without legal authority or who knowingly consumes any alcoholic beverage, cannabis item, marijuana, or hashish in any school, public conveyance, public place, or place of public assembly, or motor vehicle shall be subject to the following consequences:
 - First violation, a written warning issued by a law enforcement officer to the underage person or parent/guardian (if under 18 years of age).
 - Second violation, a written warning issued by a law enforcement officer to the underage person or parent/guardian (if under 18 years of age) indicating that a second violation has occurred. The officer shall provide the person or parent/guardian (if under 18 years of age) with informational materials about how to access community services provided by public or private agencies and organizations that shall assist the person with opportunities to access further social services, including but not limited to counseling, tutoring programs, mentoring services, and faith-based or other community initiatives.
 - Third or subsequent violation, a write-up issued by a law enforcement officer to the underage person or parent/guardian (if under 18 years of age) indicating that a third or subsequent violation has occurred. The officer shall provide the person or parent/guardian (if under 18 years of age) with a referral for accessing community services provided by a public or private agency or organization.
 - The failure to accept assistance from an agency or organization to which a law enforcement referral was made, or to access any community services provided by that agency or organization shall not result in any summons, initiation of a complaint, or other legal action to be adjudicated and enforced in any court.
3. **Misrepresenting age to induce sale or delivery to minor; disorderly person (N.J.S.A. 2C:33:1-81)**
An under-aged person who purchases or attempts to purchase alcohol, or who misstates his/her age, or a person of legal age who purchases alcohol for an under aged person faces a conviction of a disorderly persons offense, which incurs a fine of not less than \$500. In addition, under aged persons may be required to participate in a state-sponsored alcohol education program.

5. Driving while intoxicated.- 39:4-50

A person who operates a motor vehicle while under the influence of intoxicating liquor, narcotic, hallucinogenic or habit-producing drug, or operates a motor vehicle with a blood alcohol concentration of 0.08% or more by weight of alcohol in the defendant's blood or permits another person who is under the influence of intoxicating liquor, narcotic, hallucinogenic or habit-producing drug to operate a motor vehicle the person owns or which is in the person's custody or control or permits another to operate a motor vehicle with a blood alcohol concentration of 0.08% or more by weight of alcohol in the defendant's blood shall be subject:

• For the first offense:

- i. Person's blood alcohol concentration is 0.08% or higher but less than 0.10%
 1. Fine of not less than \$250 nor more than \$400, period of detainment of not less than 12 hours nor more than 48 hours spent during two consecutive days of not less than six hours each day and served as prescribed by the program requirements of the Intoxicated Driver Resource Centers and, in the discretion of the court, a term of imprisonment of not more than 30 days. In addition, the court shall order the person to forfeit the right to operate a motor vehicle over the highways of this State until the person installs an ignition interlock device.
- ii. Person's blood alcohol concentration is 0.10% or higher
 1. Fine of not less than \$300 nor more than \$500 and a period of detainment of not less than 12 hours nor more than 48 hours spent during two consecutive days of not less than six hours each day and served as prescribed by the program requirements of the Intoxicated Driver Resource Centers and, in the discretion of the court, a term of imprisonment of not more than 30 days, forfeit the right to operate a motor vehicle over the highways of this State for a period of not less than seven months nor more than one year.
- iii. Person's blood alcohol concentration is 0.10% or higher but less than 0.15%
 1. Person shall forfeit the right to operate a motor vehicle over the highways of this State until the person installs an ignition interlock device
- iv. Person's blood alcohol concentration is 15% or higher
 1. Person shall forfeit the right to operate a motor vehicle over the highways of this State for a period of not less than four months or more than six months following installation of an ignition interlock device.

• For second violation:

- i. Fine of not less than \$500 nor more than \$1,000, and shall be ordered by the court to perform community service for a period of 30 days, imprisonment for a term of not less than 48 consecutive hours or more than 90 days, and shall forfeit the right to operate a motor vehicle over the highways of this State for a period of not less than one year or more than two years upon conviction. A person also shall be required to install an ignition interlock device.

• For a third or subsequent violation:

- i. Fine of \$1,000, and shall be sentenced to imprisonment for a term of not less than 180 days in a county jail or workhouse, except that the court may lower such term for each day, not exceeding 90 days, served participating in a drug or alcohol inpatient rehabilitation program approved by the Intoxicated Driver Resource Center and shall thereafter forfeit the right to operate a motor vehicle over the highways of this State for eight years. A person also shall be required to install an ignition interlock device.

Local Ordinances

Deptford Township, Gloucester County, New Jersey

CHAPTER 6 – Alcohol Beverage Control

VIOLATIONS AND PENALTIES.

§ 6-5.2 Penalty.

[Ord. No. 12-27-57; Ord. No. 0-13-80; 1967 Code § 4-11; New]

- a. Any person violating any of the provisions of this chapter, upon conviction, shall be subject to the General Penalty established in Section 1-5 of this Code.
- b. When the Municipal Court suspends the imposition of a defendant's sentence, or a portion thereof, or sentences him to be placed on probation, the Municipal Court may attach such reasonable conditions authorized by N.J.S.A. 2C:45-1, including the performance of community related services, and the imposition of conditions reasonably related to the rehabilitation of the defendant, including but not limited to alcoholic rehabilitation programs or other such programs related to alcoholic education or rehabilitation.

§ 6-6 PERSONS UNDER THE LEGAL AGE.

§ 6-6.1 Purchasing or serving persons under the legal age prohibited. No licensee shall sell or serve alcoholic beverages to persons under the legal age.

§ 6-6.2 Purchasing for or serving to prohibited.

[Ord. No. 12-27-57; Ord. No. 0-2-80; 1967 Code § 4-7] It shall be unlawful for any person to purchase for or serve to any person who is under the legal age for the consumption of alcoholic beverages established by the State of New Jersey any alcoholic beverage for consumption on licensed premises.

§ 6-6.3 Unlawful acts by persons under legal age for purchase of alcoholic beverages; disorderly persons.

[N.J.S.A. 33:1-81; It shall be unlawful for:

- a. A person under the legal age for purchasing alcoholic beverages to enter any premises licensed for the retail sale of alcoholic beverages for the purpose or purchasing, or having served or delivered to him or her, any alcoholic beverage; or
- b. A person under the legal age for purchasing alcoholic beverages to consume any alcoholic beverage on premises licensed for the retail sale of alcoholic beverages, or to purchase, attempt to purchase or have another purchase for him any alcoholic beverage; or,
- c. Any person to enter any premises licensed for the retail sale of alcoholic beverages for the purpose of purchasing, or to purchase alcoholic beverages, for another person who does not because of his age have the right to purchase and consume alcoholic beverages.

Any person who shall violate any of the provisions of this section shall be deemed and adjudged to be a disorderly person, and upon conviction thereof, shall be punished by a fine of not less than \$100. In addition, the court shall suspend the person's license to operate a motor vehicle for six months or prohibit the person from obtaining a license to operate a motor vehicle in this State for six months beginning on the date he becomes eligible to obtain a license or on the date of conviction, whichever is later. In addition, to the general penalty prescribed for an offense, the court may require any person under the legal age to purchase alcoholic beverages who violates this act to participate in an alcohol education or treatment program authorized by the Department of Health for a period not to exceed the maximum period of confinement prescribed by law for the offense for which the individual has been convicted.

Vineland Ordinances

Cumberland County, New Jersey

CHAPTER 216 – Alcohol Beverage

§ 216-10 Persons under the age of 21 on premises; exception.

[Amended 4-22-1997 by Ord. No. 97-26]

No licensee shall allow, permit, or suffer any person under the age of 21 years to frequent, loiter or remain in any room or rooms on the licensed premises used or devoted to the sale, service or consumption of alcoholic beverages, unless such person is accompanied by his or her own parent, guardian or spouse who has attained the age of 21; provided, however, that this regulation shall not apply to restaurants or private and public dining rooms in hotels.

§ 216-11 Consumption by persons under the age of 21 or persons under the influence of alcoholic beverages or drugs on premises.

No licensee shall sell, serve, or deliver or allow, permit or suffer the sale, service or delivery of any alcoholic beverage, directly or indirectly, to any person under the age of 21 years or to any persons who show outward signs of being under the influence of alcoholic beverages or drugs or where said licensee knows or should have known said persons are under the influence of alcoholic beverages or drugs.

ATTACHMENT 2

SUMMARY OF APPLICABLE STATE AND FEDERAL LAWS REGARDING DRUG OFFENSES AND PENALTIES

1. State of New Jersey

- a. N.J.S.A. 2C:35-5, Manufacturing, Distributing, or Dispensing, provides that such conduct results in imprisonment and fines.
- b. N.J.S.A. 2C:35-7, Drug-Free School Zones, provides that any person who distributes, dispenses, or possesses with intent to distribute a controlled dangerous substance within 1,000 feet of school property is guilty of a crime of the third degree.
- c. N.J.S.A. 2C:35-8, Distribution to Persons Under Eighteen or Pregnant Females, provides that such conduct carries a penalty of imprisonment and fines.
- d. N.J.S.A. 2C:35-10, Possession, Use, Being Under the Influence, or Failure to Make Lawful Disposition, provides that such conduct carries penalties of fines.
- e. N.J.S.A. 2C:35-11, Imitation Controlled Dangerous Substance (CDS), provides that dispensing or distributing a substance falsely purported to be a CDS is a third-degree crime, and can carry a fine up to \$200,000.
- f. N.J.S.A. 2C:36-3, Distribute, Dispense or Possess with Intent to distribute or manufacture, provides that such conduct is a fourth-degree crime.
- g. N.J.S.A. 2C:36-4, Advertise to Promote Sale of Narcotics Paraphernalia, provides that such conduct is a fourth-degree crime.
- h. N.J.S.A. 2C:36-5, Delivering Paraphernalia to Person Under Eighteen Years, provides that such conduct constitutes a third-degree crime.

2. Federal Drug Offenses

For information concerning the Controlled Substances Act, listing of drugs/schedules and Federal Trafficking Penalties please refer to: <https://www.getsmartaboutdrugs.gov/sites/getsmartaboutdrugs.com/files/publications/Drugs%20of%20Abuse%202020-Web%20Version-508%20compliant-4-24-20.pdf>

ATTACHMENT 3

STATE OF NEW JERSEY DRUG-FREE WORKPLACE ACT

The Governor of the State of New Jersey issued Executive Order 204, on March 14, 1989, in compliance with federal law. This order, the Drug-Free Workplace Act, is a condition of continued employment by all public employees, including Rowan College employees. This policy prohibits the unlawful possession, use, distribution, dispensation, sale, or manufacture of controlled substances on College premises. Violation of this policy may result in the imposition of employment discipline up to and including termination as defined for specific employee categories by existing college policies, statutes, rules, regulations, employment contracts, and labor agreements. In addition to campus rules, faculty and staff must obey applicable Federal, State, and local laws concerning drugs and alcohol and are subject to criminal and civil penalties. The College cooperates with municipal and other law enforcement authorities in enforcing these laws.

EXECUTIVE ORDER NO. 204

WHEREAS, the problem of drug abuse is adversely affecting the lives and safety of our citizens; and

WHEREAS, the abuse of drugs in the workplace, among other things, reduces job efficiency, increases absenteeism and sick leave, and, most importantly, jeopardizes the lives and safety of fellow employees and citizens; and

WHEREAS, the State of New Jersey has a vital interest in promoting a safe and drug-free workplace and in ensuring our citizens that public safety employees do not threaten life and limb due to the abuse of drugs; and

WHEREAS, the Federal Drug-Free Workplace Act of 1988, Public Law 100-690, Title V, Subtitle D, conditions receipt of Federal grant funds upon the grantee's agreement to provide a drug free workplace; and

WHEREAS, the Federal Drug-Free Workplace Act requires a grantee to prohibit the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, to specify actions that may be taken against employees who violate the prohibition, to establish a drug free awareness program for employees, to require employees and employers to give notice of any conviction for a drug offense committed in the workplace; and

WHEREAS, the citizens of the State greatly benefit from the State government's participation in federally funded programs;

NOW, THEREFORE, I, THOMAS H. KEAN, Governor of the State of New Jersey, by virtue of the authority vested in me by the Constitution and by the Statutes of this State, do hereby ORDER and DIRECT:

1. The following "Policy for a Drug-Free Workplace in New Jersey State Government" shall apply to all principal executive departments in New Jersey State Government, the Office of the Governor, and all agencies that are in, but not of, principal executive departments. This policy establishes minimum standards for the imposition of discipline and for participation in drug abuse treatment programs in the limited context of convictions for drug offenses committed in the workplace. Nothing in this Policy precludes the application of other more comprehensive or more stringent provisions governing drug offenses committed by State employees. In fact, the Cabinet Task Force on Drug Testing in the Workplace, which was created in Executive Order No. 191, will formulate a more comprehensive State policy regarding drug abuse and the workplace in the near future.
2. The State of New Jersey is committed to maintaining a drug-free workplace for all State employees in order to protect the health and safety of State employees and the public.
3. The unlawful manufacture, distribution, dispensation, possession, or use of a drug in the workplace is prohibited.

5. In addition to any other applicable civil or criminal penalty, any employee convicted of illegal manufacture, distribution, dispensation, possession, or use of a drug in the workplace shall be subject to the following consequences:
 - a. The State Forfeiture of Public Office Statute (N.J.S.A. 2C:51-2) requires forfeiture of public office or employment upon conviction of a crime of the third degree or higher. All convictions of crimes of the third degree or higher listed in the Comprehensive Drug Enforcement Act of 1987, and all convictions for equivalent Federal and out-of-state drug offenses, require forfeiture of public office or employment.
 - b. The Forfeiture of Public Office Statute also requires forfeiture of public office or employment upon conviction for an offense involving dishonesty or upon conviction for an offense involving or touching upon the convicted person's public employment irrespective of the degree of the offense. Consequently, convictions for any drug offense occurring in the workplace (including fourth degree, disorderly persons, and petty disorderly persons offenses) which are determined to involve or touch upon the office or employment of an individual may result in the statutory forfeiture of public office or employment.
 - c. In the case of a drug conviction for an offense occurring in the workplace that does not result in statutory forfeiture of public office or employment, disciplinary action shall be taken. The extent of disciplinary action shall be determined by the appointing authority. In addition, in the case of any disciplinary action other than removal, an employee shall be required to satisfactorily participate in a program for the treatment of drug abuse approved by both the appointing authority and any Federal or State agency responsible for the approval or licensure of such programs.
 - d. Each department head, agency head, or their designee who receives notice of a drug offense conviction shall, within 30 days of receipt of notice, take the administrative action necessary for removal where statutory forfeiture is required, and where statutory forfeiture is not required, take the administrative action necessary to impose discipline and require satisfactory participation in an approved program for drug abuse where appropriate.
6. An employee who is convicted of a drug offense committed in the workplace must, within five days, report the conviction to his or her supervisor.
7. Each supervisor who receives a report of a conviction for a drug offense in the workplace must immediately report the conviction, according to departmental or agency procedures, to the department head, agency head, or their designee.
8. Within 10 days of the supervisor's receipt of notice of a conviction for a drug offense, the department head, agency head, or their designee shall ensure that notification of such conviction is provided to any Federal agency providing funds for a program in which the convicted employee is employed.
9. Each department head, agency head, or their designee must develop and implement procedures to ensure that reports, which are received by supervisors concerning convictions for drug offenses in the workplace, are reported promptly to the department head, agency head, or their designee.
10. Each department head, agency head, or their designee must maintain records that contain the following information on each conviction for a drug offense committed in the workplace by an employee:
 - a. Date of conviction
 - b. Disciplinary action taken
 - c. Whether the employee is one whose duties involve the performance of a Federal grant
 - d. Date Federal grantor was notified of the conviction, if applicable.

12. Each department head, agency head, or their designee will distribute an Employee Notice, and this Executive Order to each current employee. Each department head, agency head, or their designee shall distribute these documents to any employee who joins the work force after the initial A program entitled, "Drug-Free Awareness" is being developed, and upon completion will be provided to all employees.
13. Definitions for purpose of this policy:
 - a. Conviction — means a finding of guilt, or a plea of guilty, before a court of competent jurisdiction, and, where applicable, a plea of nolo contendere. A conviction is deemed to occur at the time the plea is accepted, or verdict returned. It does not include entry into and successful completion of a pre-trial intervention program, pursuant to N.J.S.A. 2C:43-12, et seq., or a conditional discharge, pursuant to N.J.S.A. 2C:36A-1.
 - b. Drug — means a controlled dangerous substance, analog, or immediate precursor as listed in Schedules I through V in the New Jersey Controlled Dangerous Substances Act, N.J.S.A. 24:21-1, et seq., and as modified in any regulation issued by the Commissioner of the Department of Health. It also includes controlled substances in Schedules I through V of Section 202 of the Federal Controlled Substance Act of 21 U.S.C. 812. The term shall not include tobacco or tobacco products or distilled spirits, wine, or malt beverages as they are defined or used in N.J.S.A. 33:1-1, et seq.
 - c. Employee — means all employees of the Office of the Governor or a department or agency within the scope of this Policy, whether full- or part-time and whether in the career, senior executive, or unclassified service.
 - d. Workplace — for the purposes of this Policy only, means the physical area of operations of a department or agency including buildings, grounds, and parking facilities provided by the State. It includes any field location or site at which an employee is engaged, or authorized to engage, in work activity, and includes any travel between such sites.
 - e. This policy is effective March 18, 1989 and shall remain in effect until superseded by statute, regulation, or Executive Order. (signed) Thomas H. Kean, GOVERNOR.

Useful website links:

- Alcoholics Anonymous — <http://www.aa.org>
- Al-Anon and Alateen — <http://www.al-anon.alateen.org/>
- The National Alcohol and Substance Abuse Information Center — <http://www.addictioncareoptions.com>
- The Governor's Council on Alcoholism and Drug Abuse (GCADA) for the State of New Jersey — <http://www.nj.gov/treasury/gcada>
- The New Jersey Division of Addiction Services — <http://www.state.nj.us/humanservices/das/home/index.html>
- The New Jersey Division of Alcoholic Beverage Control — <http://www.nj.gov/lps/abc/index.html>
- The New Jersey Self-Help Support Group Clearing House — <http://www.njgroups.org/>
- Alcohol 101 Plus: Making Responsible Decisions On Campus — <http://www.alcohol101plus.org/home.html>

CRIME STATISTICS

(CALENDAR YEAR 2021, 2022, 2023)

Note: No Fire Report is required due to no student housing at this College

ROWAN COLLEGE OF SOUTH JERSEY CRIME STATISTIC REPORT 2021 TO 2023

Gloucester Campus, 1400 Tanyard Road, Sewell, NJ 08080 (*campus has no On-campus Residential Housing*)

Crime Reporting and Clery Act: Crime Statistics on Campus

Category	Venue	2021	2022	2023
Criminal Homicide: Murder and Non-Negligent Manslaughter	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Manslaughter by Negligence	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Sex Offenses: Rape	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Sex Offenses: Fondling	On Campus	0	1	1
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	1	1
Sex Offenses: Incest	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Sex Offenses: Statutory Rape	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Robbery	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Aggravated Assault	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
		2021	2022	2023

ROWAN COLLEGE OF SOUTH JERSEY CRIME STATISTIC REPORT 2021 TO 2023

Gloucester Campus, 1400 Tanyard Road, Sewell, NJ 08080 (*campus has no On-campus Residential Housing*)

Crime Reporting and Clery Act: Crime Statistics on Campus

Category	Venue	2021	2022	2023
Burglary	On Campus	0	1	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	1	0
Arson	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Motor Vehicle Theft	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Domestic Violence	On Campus	0	1	0
	Non-Campus	1	0	0
	Public Property	0	0	0
TOTALS		1	1	0
Dating Violence	On Campus	0	0	0
	Non-Campus	1	2	0
	Public Property	0	0	0
TOTALS		1	2	0
Stalking	On Campus	0	0	1
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	1
Liquor Law Arrests	On Campus	0	0	0
	Non-Campus	1	0	0
	Public Property	0	0	0
TOTALS		1	0	0
Liquor Law Referrals for Disciplinary Action	On Campus	0	0	0
	Non-Campus	24	10	16
	Public Property	0	0	0
TOTALS		24	10	16
		2021	2022	2023

ROWAN COLLEGE OF SOUTH JERSEY CRIME STATISTIC REPORT 2021 TO 2023

Gloucester Campus, 1400 Tanyard Road, Sewell, NJ 08080 (*campus has no On-campus Residential Housing*)

Crime Reporting and Clery Act: Crime Statistics on Campus

Category	Venue	2021	2022	2023
Drug Law Arrests	On Campus	0	0	0
	Non-Campus	1	0	0
	Public Property	0	0	0
TOTALS		1	0	0
Drug Law Referrals for Disciplinary Action	On Campus	0	0	0
	Non-Campus	9	0	4
	Public Property	0	0	0
TOTALS		9	0	4
Weapons Possession Arrests	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Illegal Weapons Possession for Disciplinary Actions	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Hate Crimes ¹	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Unfounded Crimes ²	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
		2021	2022	2023

1. Hate Crimes: A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Included are any of the criminal offenses and any incidents of: Larceny/Theft, Simple Assault, Intimidation, or destruction/damage/vandalism of property which manifests evidence that the victim was intentionally selected because of the perpetrator’s bias. The bias categories are: Religion, Race, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin or Disability.

2. Unfounded Crimes: For Clery purposes included, only if a sworn or commissioned law enforcement personnel makes a formal determination that the report was false or baseless.

Note: “Rowan Choice” students from the Gloucester Campus attend classes at the Gloucester Campus but reside in the dormitories at Rowan University. The Non-Campus statistics above are derived from statistics generated from “Rowan Choice” students and/or geography in which they reside and occupy.

ROWAN COLLEGE OF SOUTH JERSEY CRIME STATISTIC REPORT 2023

Gloucester Campus, 1400 Tanyard Road, Sewell, NJ 08080 (*campus has no On-campus Residential Housing*)

Crime Reporting and Clery Act: Crime Statistics on Campus

Rowan College of South Jersey—Gloucester Campus 2023 Crime Incidents

Incident #	Date/Time Reported	Date/Time Occurred	Description of Incident	Location of Incident	Disposition
2023-010	2/14/2023 5:00opm	2/10/2023 12:00pm	Attempted Sale of Cannabis	Woods adjacent to campus	Reported to Law Enforcement
2023-052	8/9/2023 12:00pm	8/8/2023 11:00pm	Joyriding(Golf Cart) Criminal Mischief	Parking Lot C	Reported to Law Enforcement
2023-053	8/10/2023 12:00pm	8/9/2023 12:00pm	Joyriding (Golf Cart)	Parking Lot C	Reported to Law Enforcement
2023-060	9/21/2023 3:15pm	9/21/2023 3:09pm	Lewdness	Library Commons	Accused Identified – Reported to Law Enforcement and Student Affairs
2023-068	10/25/2023 1:30pm	10/3/2023 1:30pm	Harassment	Scott Hall	Accused identified – Reported to Law Enforcement and Student Affairs
2023-069	10/26/2023 11:00am	10/26/2023 10:35am	Stalking/Harassment	Parking Lot E	Accused identified (non-student)
2023-076	11/15/2023 10:15am	11/15/2023 10:15am	Fondling	Business Corporate Center	Accused identified – Reported to Title IX and Student Affairs

Total Incidents: 7

Updated: 12/31/2023

ROWAN COLLEGE OF SOUTH JERSEY CRIME STATISTIC REPORT 2021 TO 2023

Cumberland Campus, 3322 College Drive, Vineland, NJ 08360 (*campus has no On-campus Residential Housing*)

Crime Reporting and Clery Act: Crime Statistics on Campus

Category	Venue	2021	2022	2023
Criminal Homicide: Murder and Non-Negligent Manslaughter	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Manslaughter by Negligence	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Sex Offenses: Rape	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Sex Offenses: Fondling	On Campus	1	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		1	0	0
Sex Offenses: Incest	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Sex Offenses: Statutory Rape	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Robbery	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Aggravated Assault	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
		2021	2022	2023

ROWAN COLLEGE OF SOUTH JERSEY CRIME STATISTIC REPORT 2021 TO 2023

Cumberland Campus, 3322 College Drive, Vineland, NJ 08360 (*campus has no On-campus Residential Housing*)

Crime Reporting and Clery Act: Crime Statistics on Campus

Category	Venue	2021	2022	2023
Burglary	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Arson	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Motor Vehicle Theft	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Domestic Violence	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Dating Violence	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Stalking	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Liquor Law Arrests	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Liquor Law Referrals for Disciplinary Action	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
		2021	2022	2023

ROWAN COLLEGE OF SOUTH JERSEY CRIME STATISTIC REPORT 2021 TO 2023

Cumberland Campus, 3322 College Drive, Vineland, NJ 08360 (*campus has no On-campus Residential Housing*)

Crime Reporting and Clery Act: Crime Statistics on Campus

Category	Venue	2021	2022	2023
Drug Law Arrests	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Drug Law Referrals for Disciplinary Action	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Weapons Possession Arrests	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Illegal Weapons Possession for Disciplinary Actions	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Hate Crimes ¹	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
Unfounded Crimes ²	On Campus	0	0	0
	Non-Campus	0	0	0
	Public Property	0	0	0
TOTALS		0	0	0
		2021	2022	2023

1. Hate Crimes: A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Included are any of the previous criminal offenses and any incidents of: Larceny/Theft, Simple Assault, Intimidation, or destruction/damage/vandalism of property which manifests evidence that the victim was intentionally selected because of the perpetrator's bias. The bias categories are: Religion, Race, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin or Disability.

2. Unfounded Crimes: For Clery purposes included, only if a sworn or commissioned law enforcement personnel makes a formal determination that the report was false or baseless.

ROWAN COLLEGE OF SOUTH JERSEY CRIME STATISTIC REPORT 2023
 Cumberland Campus, 3322 College Drive, Vineland, NJ 08360 (*campus has no On-campus Residential Housing*)

Crime Reporting and Clery Act: Crime Statistics on Campus

Rowan College of South Jersey—Cumberland Campus 2023 Crime Incidents						
Incident	Date Reported	Date Occurred	Time	Description	Location	Disposition
N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total Incidents: 0						Updated: 12/31/2023

FIRE SAFETY REPORT AND FIRE SAFETY TIPS

The College is not required to publish a fire safety report since there are no student residences on campus currently and no student organizations own or control property on or off campus.

Fire Safety Tips

Fire Drills/Evacuation

- Never assume a false alarm.
- Evacuate the building promptly.
- Know the safest and quickest route out of the building.
- For evacuation routes, see the evacuation map posted in each classroom.
- Always move as quickly and safely as possible.
- Do not use elevators.
- Upon exiting the building, remain approximately 200 feet away from the building.
- Do not re-enter the building until emergency personnel have declared it safe to do so.

Fire Safety Equipment

- Never hang items or cover sprinkler piping or heads.
- Know locations of the nearest alarm pull station and/or emergency blue light telephone.
- Never tamper or cover smoke detectors.

Prevention

- Maintain a clear path through the classroom to the door.
- Never cook in non-designated cooking areas.
- Never use candles.
- Avoid placing extension cords under carpeting.
- Always plug personal items into power strips.
- Avoid using thin wire extension cords.
- Outlet adapters are prohibited.
- Flammable materials and combustion source devices, such as kerosene heaters, are prohibited in. Always keep hallways free of personal items and trash.

APPENDICES

The mandated prevention programs described in the Annual Security Report, include the definitions described below, as well as definitions for consent found in “Additional Definitions” under Administrative Procedure 7013 – SEXUAL MISCONDUCT AND THE RIGHTS OF VICTIMS.

Sexual Assault: The Federal Clery Act defines the crime of sexual assault:

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

Definitions for Sex Offenses in New Jersey: (as defined in New Jersey Title 2C Code of Criminal Justice). In the State of New Jersey, sexual assault is defined under N.J.S.A. 2C:14-2:

- (A) 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 assault 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.

(B) Aggravated sexual assault is a crime of the first degree.

- (a) 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 .
- (b) 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 second degree.

2C:14-1. Definitions. The following definitions apply to this chapter:

- 1. **Actor** means a person accused of an offense proscribed under this act;
- 2. **Victim** means a person alleging to have been subjected to offenses proscribed by this act;
- 3. **Sexual penetration** means vaginal intercourse, cunnilingus, fellatio or anal intercourse between persons or insertion of the hand, finger or object into the anus or vagina either by the actor or upon the actor’s instruction. The depth of insertion shall not be relevant as to the question of commission of the crime;
- 4. **Sexual contact** means an intentional touching by the victim or actor, either directly or through clothing, of the victim’s or actors intimate parts for the purpose of degrading or humiliating the victim or sexually arousing or sexually gratifying the actor. Sexual contact of the actor with himself must be in view of the victim whom the actor knows to be present;
- 5. **Intimate parts** means the following body parts: sexual organs, genital area, anal area, inner thigh, groin, buttock or breast of a person;
- 6. **Severe personal injury** means severe bodily injury, disfigurement, disease, incapacitating mental anguish or chronic pain;
- 7. **Physically helpless** means that condition in which a person is unconscious or is physically unable to flee or is physically unable to communicate unwillingness to act;
- 8. (Deleted by amendment, P.L.2011, c.232)
- 9. **Mentally incapacitated** means that condition in which a person is rendered temporarily incapable of understanding or controlling his conduct due to the influence of a narcotic, anesthetic, intoxicant, or other substance administered to that person without his prior

knowledge or consent, or due to any other act committed upon that person which rendered that person incapable of appraising or controlling his conduct;

10. **Coercion** as used in this chapter shall refer to those acts which are defined as criminal coercion in section 2C:13-5(1), (2), (3), (4), (6) and (7).

Domestic Violence

The Federal Clery Act defines the crime of **domestic violence** as follows:

A felony or misdemeanor crime of violence committed:

- a. by a current or former spouse or intimate partner of the victim;
- b. by a person with whom the victim shares a child in common;
- c. by a person who is cohabitating with, or has cohabited with, the victim as a spouse or intimate partner;
- d. 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
- e. by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

The state of New Jersey defines **domestic violence** as follows:

2C:25-19. Definitions: (As used in this act as defined in New Jersey Title 2C Code of Criminal Justice)

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
- 5. Criminal restraint N.J.S.2C:13-2
- 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)
- 15. Criminal coercion N.J.S.2C:13-5
- 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 person’s offense
- 18. Any other crime involving risk of death or serious bodily injury to a person protected under the “Prevention of Domestic Violence Act of 1991.

19. Cyber-harassment P.L.2013, c.272

When one or more of these acts is inflicted by an un-emancipated 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.

- (a) **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.
- (b) **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 .
- (c) **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.** (See Dating Violence Section)
- (d) **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.

Dating Violence

The Federal Clery Act defines the crime of **dating violence** as follows:

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- a. 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.
- b. For the purposes of this definition:
 - i. **Dating violence** includes, but is not limited to, sexual or physical abuse or the threat of such abuse .
 - ii. **Dating violence** does not include acts covered under the definition of domestic violence
- c. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

The state of New Jersey defines **Dating violence** in 2C:25-19(d), which is listed above within the “New Jersey state” definition of domestic violence as follows:

(As used in this act as defined in New Jersey Title 2C Code of Criminal Justice). The New Jersey State Code definition **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. Can be found in 2C:25-19 subsection (d) dating: **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 or former 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.

Stalking

The Federal Clery Act defines the **crime of stalking** as follows:

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

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

For the purposes of this definition:

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

The state of New Jersey defines **stalking** as follows:

2C:12-10. Definitions; stalking designated a crime; degrees, in New Jersey:

As used in this act:

- (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, or 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.
 - a. 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.
 - b. 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.
 - c. A person who commits a second or subsequent offense of stalking against the same victim is guilty of a crime of the third degree.
 - d. 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.
 - e. This act shall not apply to conduct which occurs during organized group picketing.

Age of Consent in New Jersey

In New Jersey, the age of consent is 16. In statutory rape cases, an adult will have sexual contact with someone under the age of 16. Because the state deems that someone under 16 cannot give informed consent, the case is considered a sexual crime even if the perpetrator did not use force and the victim was a willing participant.

There is also an age difference component to New Jersey's statutory rape law. A defendant must be at least four years older than the minor.

These age ranges apply in most cases, but there are special rules if the defendant is a guardian or someone in a position of authority, such as a teacher, boss, or coach. In these cases, the age of consent in New Jersey is 18, not 16.

Training

The aforementioned definitions for the Clery Act are included in the training modules and prevention programs offered to students and employees at the College on both campuses.

ON CAMPUS



Gloucester Campus Map

1400 Tanyard Road, Sewell, NJ 08080

RCSJ.edu • 856-468-5000



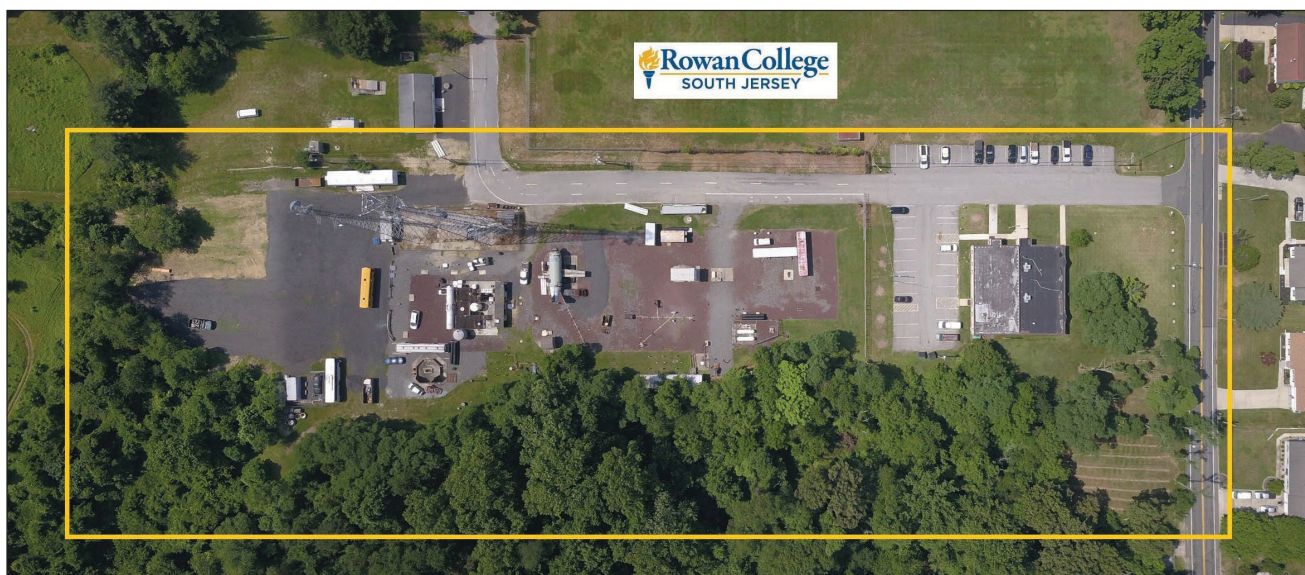
- | | | |
|--|--|--|
| <p>A. Eugene J. McCaffrey College Center (CC)
 • Roadrunner Cafe 📍
 • Security</p> <p>B. Medical Arts Center</p> <p>C. Education and Humanities Center (EHC)</p> <p>D. Rastelli Business & Corporate Center (BAC)</p> <p>E. Student Services
 • Testing Center</p> <p>F. Library - Learning Commons
 • Academic Support Center
 • College Store
 • Library</p> | <p>G. Scott Hall - STEM Center (SCOTT)</p> <p>H. Physical Education Center (PEC)
 • Fitness Center/Gymnasium
 • Law and Justice Education Center (LJC)
 • Police Academy
 • Real Time Crime Center</p> <p>I. Safety & Security
 • Sheriff's Office</p> <p>J. Gloucester County Allied Health Center</p> <p>K. Facilities</p> <p>L. Career and Technical Education Center</p> | <p>N. Acenda Behavioral Sciences Center (BSC)</p> <p>P. Inspira Nursing & Health Professions Center (NAH)</p> <p>Q. Stephen M. Sweeney Center for Special Services</p> <p>R. Math & Engineering Center (MEC)</p> <p>T. Economic Development Center</p> <p>U. Rowan Medicine
 • Together Cafe 📍</p> <p>V. Inspira Health Sciences Center</p> <p>W. Advance Manufacturing and Applied Science (G.C.I.T.)</p> |
|--|--|--|

ON CAMPUS



Clery Map - RCSJ - Gloucester Campus
Yellow lines denote Clery Map boundaries of RCSJ

NON-CAMPUS



**Gloucester County Fire Academy
200 Shady Lane, East Greenwich, NJ 08020**

Yellow lines denote Clery map boundaries of RCSJ

NON-CAMPUS



College Services building
9 Blackwood-Barnsboro Road, Sewell, NJ 08080

Yellow lines denote Clery map boundaries of RCSJ

ON CAMPUS



Cumberland Campus Map

3322 College Drive, Vineland, NJ 08360

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- 1. Luciano Center (LUC)
 - Business Studies Division
- 2. Arpino Education and Humanities Center (ARP)
 - Computer Labs 1-4
 - Education & Humanities Division
 - ESL
 - Military Services
 - Testing and Tutoring
- 3. Guaracini Center (GUAR)
 - Adult Education
 - Health Professions
 - Luciano Theatre
- 4. Brown University Center (UNIV)
 - Behavioral Science
 - Center for Wellness and Support
 - Food Pantry

- 5. Wheaton Building (WHT)
 - Navone Healthcare
 - Nursing & Health Professions Division
- 6. Mechatronics Innovation Learning Lab (MILL)
- 7. Alampi Science Building (SCI)
 - STEM Division
- 8. Library (LIB)
- 9. Network Operations Center
- 10. Administration Building (ADM)
- 11. Student and Enrollment Services Center (SESC)
 - Admissions/Registration
 - Bookstore
 - Bursar/Financial Aid
 - Cunningham Gymnasium
 - One Stop
 - Safety & Security
 - Together Cafe

- 12. Central Plant - Shipping and Receiving
- 13. Pole Barn
- 14. Rowan Medicine
- 16. Center for Workforce & Economic Development

Off-Campus Site

- 17. Arts & Innovation Center (MAIC)
321 N. High St., Millville, NJ

05022024

ON CAMPUS



Cumberland Campus
3322 College Drive, Vineland, NJ 08360
Yellow lines denote Clery map boundaries of RCSJ

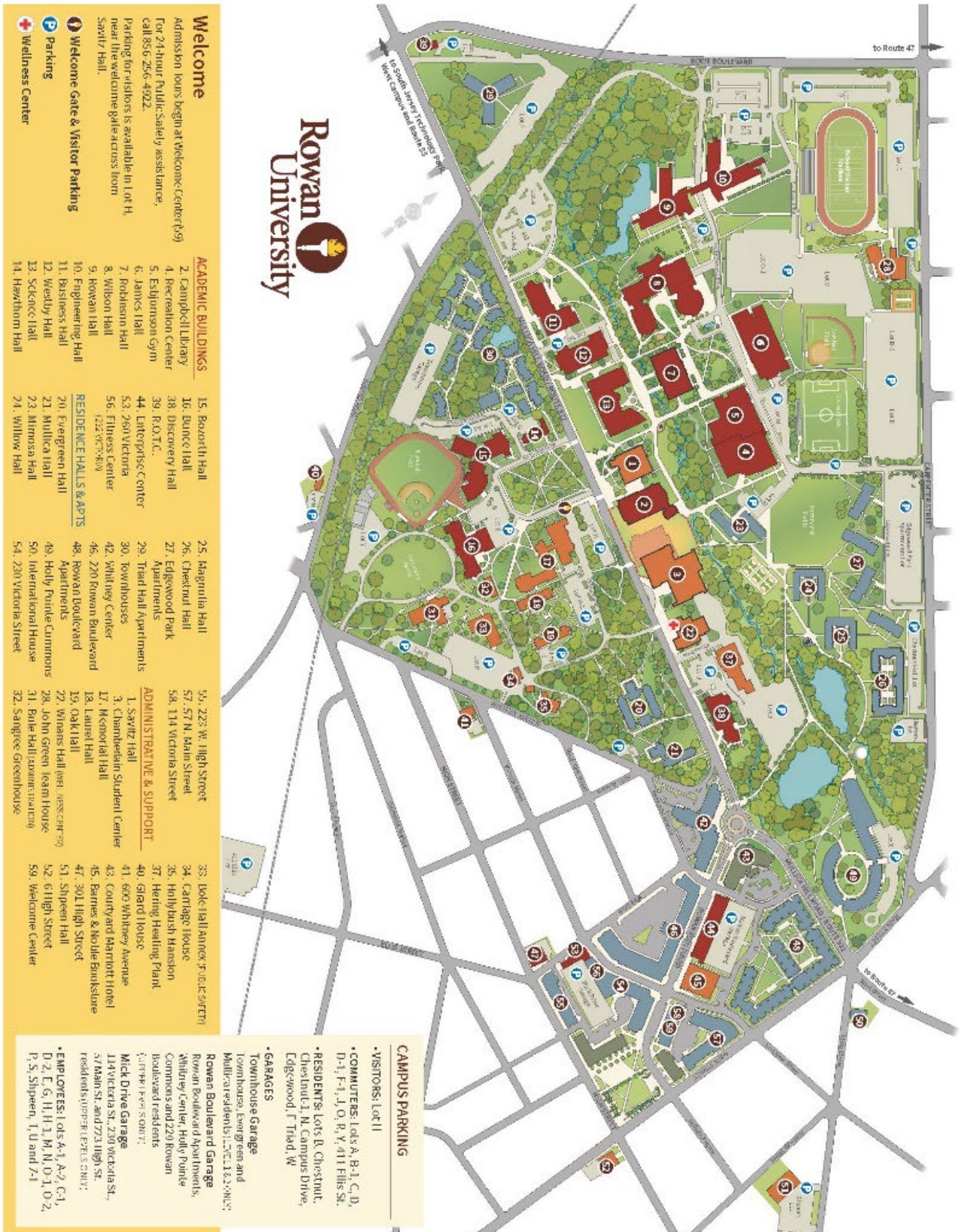
NON-CAMPUS



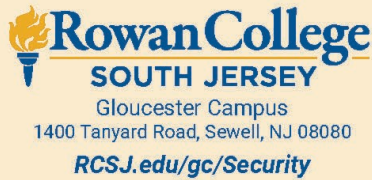
**Arts & Innovation Center
321 North High Street, Millville, NJ 08332**

Yellow lines denote Clery map boundaries of RCSJ

NON-CAMPUS



Emergency Procedures Quick Reference



RCSJ Security – Gloucester



- Use an Emergency phone or Dial extension 4444 from any campus phone
- Dial direct 856-681-6287
- **Call Emergency 9-1-1**
- Follow directions given over the Public Address system

Building Evacuation

- Exit the building during a fire alarm
- Take personal belongings
- Evacuate using the nearest unobstructed exit
- Close doors behind you
- Do not use elevators
- Move 300 feet away from building
- Do not re-enter building until authorized by emergency personnel

Persons with disabilities on upper floors:

- Move to stair tower. Call Security or 9-1-1 and identify location

Fire

- Activate the nearest Fire Pull Station
- Call Security
- Inform others
- Follow building evacuation guidelines

Suspicious Object/Package

- Do not touch or disturb the object or package
- Move to a safe distance, **then** call Security
- If possible, keep others away from object
- Prepare to evacuate

To Report a Suspicious Person/Crime

- Call Security or use any Emergency Phone
- If you witness a crime call Police and Security immediately
- **Do not ignore the behavior or delay the call**
- Be attentive; identify everything known about the situation
- Do not hang up until told to by call taker
- Take only actions necessary for self defense
- If safe, stay where you are until help arrives

Active Shooter

- If possible, exit the building to a safe area
 - Call 9-1-1, then Security
- If you cannot exit the building:**
- Go to the nearest lockable room
 - Close door, lock or block door, stay out of sight
 - Turn off lights and silence cellphones

Disruptive/Violent Behavior

- Call 9-1-1 first, then Security
- Stay calm
- Do not confront the person or block their exit
- Leave if danger is imminent

Severe Weather

- If possible, move to lowest level hallways or take cover under desk
- If safe to do so, secure vital equipment and files
- Shut off electronic equipment
- Stay away from windows
- Call Security to report injuries or damage

Medical Emergencies

- Call 9-1-1, then Security
- If properly trained, provide first aid
- Assure the injured person help is on the way
- Do not attempt to move an injured person unless necessary to prevent further injury

Crisis Intervention (Mental Health Emergency)

- Contact the Center for Wellness and Support (CWS) at 856-464-5236
- For non-emergencies, escort the student to CWS: College Center, room 210
- If after hours, and the student is experiencing a mental health emergency, contact Security at 856-681-6287
- Refer to Administrative Procedure 8601 for more information.

Sexual Assault — (Report to Title IX Officer)

- Victims of sexual assault: **Get to a safe place**
- All sexual assaults are crimes — you should call Security and Police. **Seek medical attention** whether you make a report or not
- Before police arrive, do not shower, drink, eat or change clothes. If you are there to help, provide reassurance but refrain from touching the victim before emergency personnel arrive

Power Outage

- Call Security
 - Move **cautiously** to lighted area
- If people are trapped in elevator:**
- Call Security, stay calm, use emergency phone
 - Do not attempt to exit elevator without assistance from emergency services

Chemical Hazards

- Call 9-1-1
 - Do not touch substance or inhale fumes
 - Move to a clear area and keep others away
 - Isolate contaminated persons
- If you or someone else contacts a suspicious chemical/substance:**
- Remove contaminated clothing and seek medical attention

Gas Leaks

- Evacuate the area
- Call 9-1-1
- Do not touch the fire alarm, light switches or electrical equipment

For Emergency Announcements:

RCSJ.edu
 Call 856-468-5000
 Tune to KYW-TV News (CBS 3) or
 KYW-News Radio 1060 AM

For Emergencies call 9-1-1

Facilities/Maintenance Problems: (Heat, A/C, plumbing, etc.) Call 856-415-2201 or ext. 6370 or 2231. After 4:30 pm or weekends call Security at 856-681-6287.

Facilities/Maintenance Problems: (Heat, A/C, plumbing, etc.) Call 856-415-2201 or ext. 6370 or 2231. After 4:30 pm or weekends call Security at 856-681-6287.

Emergency Procedures Quick Reference



RCSJ Security – Cumberland

- Use an Emergency phone or Dial extension 4777 from any campus phone
- Dial direct 856-200-4777
- **Call Emergency 9-1-1**
- Follow directions given over the Public Address system



Building Evacuation

- Exit the building during a fire alarm
- Take personal belongings
- Evacuate using the nearest unobstructed exit
- Close doors behind you
- Do not use elevators
- Move 300 feet away from building
- Do not re-enter building until authorized by emergency personnel

Persons with disabilities on upper floors:

- Move to stair tower. Call Security or 9-1-1 and identify location

Fire

- Activate the nearest Fire Pull Station
- Call Security
- Inform others
- Follow building evacuation guidelines

Suspicious Object/Package

- Do not touch or disturb the object or package
- Move to a safe distance, **then** call Security
- If possible, keep others away from object
- Prepare to evacuate

To Report a Suspicious Person/Crime

- Call Security or use any Emergency Phone
- If you witness a crime call Police and Security immediately
- **Do not ignore the behavior or delay the call**
- Be attentive; identify everything known about the situation
- Do not hang up until told to by call taker
- Take only actions necessary for self defense
- If safe, stay where you are until help arrives

Active Shooter

- If possible, exit the building to a safe area
- Call 9-1-1, then Security

If you cannot exit the building:

- Go to the nearest lockable room
- Close door, lock or block door, stay out of sight
- Turn off lights and silence cellphones

Disruptive/Violent Behavior

- Call 9-1-1 first, then Security
- Stay calm
- Do not confront the person or block their exit
- Leave if danger is imminent

Severe Weather

- If possible, move to lowest level hallways or take cover under desk
- If safe to do so, secure vital equipment and files
- Shut off electronic equipment
- Stay away from windows
- Call Security to report injuries or damage

Medical Emergencies

- Call 9-1-1, then Security
- If properly trained, provide first aid
- Assure the injured person help is on the way
- Do not attempt to move an injured person unless necessary to prevent further injury

Crisis Intervention (Mental Health Emergency)

- Contact the Center for Wellness and Support (CWS) at 856-200-4690
- For non-emergencies, escort the student to CWS: Student & Enrollment Services Center, room 1158
- If after hours, and a student is experiencing a mental health emergency, contact Security at 856-200-4777
- Refer to Administrative Procedure 8601 for more information.

Sexual Assault — (Report to Title IX Officer)

- Victims of sexual assault: **Get to a safe place**
- All sexual assaults are crimes — you should call Security and Police. **Seek medical attention** whether you make a report or not
- Before police arrive, do not shower, drink, eat or change clothes. If you are there to help, provide reassurance but refrain from touching the victim before emergency personnel arrive
- Contact the Title IX Officer: Nathaniel Alridge, Jr., J.D. (856) 498-9948 or nalridge@rcsj.edu

Power Outage

- Call Security
- Move **cautiously** to lighted area
- **If people are trapped in elevator:**
- Call Security, stay calm, use emergency phone
- Do not attempt to exit elevator without assistance from emergency services

Chemical Hazards

- Call 9-1-1
- Do not touch substance or inhale fumes
- Move to a clear area and keep others away
- Isolate contaminated persons
- **If you or someone else contacts a suspicious chemical/substance:**
- Remove contaminated clothing and seek medical attention

Gas Leaks

- Evacuate the area
- Call 9-1-1
- Do not touch the fire alarm, light switches or electrical equipment

For Emergency Announcements:

RCSJ.edu

Call 856-468-5000

Tune to KYW-TV News (CBS 3) or
KYW-News Radio 1060 AM

For Emergencies call 9-1-1

Facilities/Maintenance Problems: (Heat, A/C, plumbing, etc.) Call 856-200-4644. After 4:30 p.m. or weekends call Security at 856-200-4777.

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EMERGENCY EVACUATION LOGS

Emergency Evacuation Log 2023– Gloucester Campus

Activity	Date	Time	Location	A=Announced U=Unannounced
Evacuation Drill	3/1/2023	8:30am	Student Services	U
Fire Drill	9/05/2023	7:20am	Math & Engineering	A
Evacuation Drill	9/14/2023	9:25am	Allied Health	U
Evacuation Drill	11/01/2023	9:14am	Student Services	U
Fire Drill	11/30/2023	11:00am	Career & Technical Ed. Center	A

Emergency Evacuation Log 2023– Cumberland Campus

Activity	Date	Time	Location	A=Announced U=Unannounced
Fire Drill	8/10/2023	9:00am	Center for Workforce & Economic Development	A
Fire Drill	8/10/2023	9:08am	Arpino Education and Humanities Center	A
Fire Drill	8/10/2023	9:14am	- Administration Building	
8/10/2023	8/10/2023	9:17am	Brown University Center	A
Fire Drill	8/10/2023	9:28am	Alampi Science Building	A
Fire Drill	8/10/2023	9:32am	Mechatronics Innovation Learning Lab	A
Fire Drill	8/10/2023	9:35am	Library	A
Fire Drill	8/10/2023	9:39am	Cunningham Student Services Center	A
Fire Drill	8/10/2023	9:48am	Central Plant - Facilities	A
Fire Drill	8/10/2023	10:10am	Mechatronics Innovation Center	A
Alertus Testing	8/18/2023	10:00-10:21am	Campuswide Emergency Notification System	U

HOW TO OBTAIN A RESTRAINING ORDER IN NEW JERSEY

Eligibility

Under the Domestic Violence Act, a restraining order may be obtained by a victim of domestic violence committed by a spouse, former spouse, a present or former household member, someone with whom they have had or are expecting a child, or someone with whom they have had a dating relationship.

Only an adult or an emancipated minor may obtain a restraining order.

There are 14 criminal offenses that qualify as grounds to obtain a restraining order under the law, including, assault, terroristic threats, kidnapping, criminal restraint, false imprisonment, sexual assault, lewdness, criminal trespass, harassment, or stalking. The New Jersey State Police website has an overview of the eligibility requirements for a restraining order at: njsp.org/division/operations/domestic-violence-info.shtml

The Process

A plaintiff who wishes to obtain a restraining order should contact the family division of the Superior Court in their county on Monday through Friday from 8:30 a.m. to 3:30 p.m. On weekends, holidays, and weekdays after 3:30 p.m. When the Superior Court is closed, the plaintiff may file a complaint at their local police department. The NJ Administrative Office of the Courts Family Practice Division has posted a guide online detailing the procedure for obtaining a restraining order at [NJCourts.gov](https://njcourts.gov).

Additionally, New Jersey residents may call the Statewide Domestic Violence Hotline at **1-800-572-SAFE (1-800-572-7233)** with questions about the restraining order process and other resources for domestic violence victims.

On Campus

If you wish to obtain a restraining order you may speak to a Security Supervisor. The Supervisor will direct you to the local law enforcement authorities. Security officers cannot issue restraining orders. Once a restraining order is obtained, it would be advisable to notify the Security office on campus so they could be forewarned in the event of enforcement by the local police.

In order to enforce the provisions of a restraining order, security staff will assist you with the local police department, if needed, as security staff do not possess police powers.

HOW TO OBTAIN A NO-CONTACT ORDER

Once the College is in possession of information that has or may threaten to interfere with an individual's access to education or related services, and/or the safety and well-being of others, and/or the continuity of peaceful College operations, a No Contact and Avoid Order will be issued to help ensure an environment in which individuals can focus on and pursue their education and/or work.

On Gloucester Campus

Contact: Office of Student Affairs 856-681-6271
Office of Security 856-681-6287
Office of the Special Assistant to the President and Title IX Coordinator,
Diversity and Equity/Title IX and Compliance 856-415-2154

On Cumberland Campus

Contact: Office of Diversity & Equity 856-498-9948
Office of Security 856-200-4777

On Rowan University Campus

Contact: Public Safety Office 856-256-4922

Note:

No Contact Orders are perpetual and continuous until rescinded or amended by the College.

Violations of the No Contact Order may result in disciplinary action including temporary or permanent separation from the institution.

NEW JERSEY VICTIMS SURVIVOR BILL OF RIGHTS

Under New Jersey state law, victims and survivors of sexual violence are afforded the following rights under the “Crime Victim’s Bill of Rights,” P.L.1985, c.249 (C.52:4B-34 et seq.) and the “New Jersey Campus Sexual Assault Victim’s Bill of Rights Act,” P.L.1994, c.160 (C.18A:61E-1 et seq.):

- To have any allegation of sexual assault treated seriously; to be treated with dignity and compassion; and to be notified of existing medical, counseling, mental health, or other services available for victims of sexual assault, whether or not the crime is reported to law enforcement;
- To be free, to the extent consistent with the New Jersey or United States Constitution, from any suggestion that victims are responsible for the commission of crimes against them or any suggestion that victims were contributorily negligent or assumed the risk of being assaulted;
- To be free from any suggestion that victims are to report the crimes to be assured of any other guaranteed right and that victims should refrain from reporting crimes in order to avoid unwanted personal publicity;
- When applicable, to no-cost access to the services of a sexual assault response team comprised of: a certified forensic nurse examiner, a confidential sexual violence advocate, and a law enforcement official as provided in accordance with the Attorney General’s Standards for Providing Services to Victims of Sexual Assault, and the choice to opt into or out of any of the team’s services;
- To be informed of, and assisted in exercising, the right to be confidentially or anonymously tested for acquired immune deficiency syndrome (AIDS) or infection with the human immunodeficiency virus (HIV) or any other related virus identified as a probable causative agent of AIDS; and to be informed of, and assisted in exercising, any rights that may be provided by law to compel and disclose the results of testing of a sexual assault suspect for communicable diseases;
- To have forensic medical evidence, if collected, retained for a minimum of five years, and to receive information about the status of the evidence upon request;
- To choose whether to participate in any investigation of the assault;
- To reasonable efforts to provide treatment and interviews in a language in which the victim is fluent and the right to be given access to appropriate assistive devices to accommodate disabilities that the victim may have, whether temporary or long term;
- To information and assistance in accessing specialized mental health services; protection from further violence; other appropriate community or governmental services, including services provided by the Victims of Crime Compensation Office; and all other assistance available to crime victims under current law;
- To be apprised of the availability and process by which a court may order the taking of testimony from a victim via closed circuit television in accordance with section 1 of P.L.1985, c.126 (C.2A:84A-32.4); and
- To be apprised of the availability and process by which to seek protections through a temporary or final protective order under the “Sexual Assault Survivor Protection Act of 2015,” P.L.2015, c.147 (C.2C:14-13 et seq.), if the victim believes that the victim is at risk for re-victimization or further harm by the perpetrator.



GLOUCESTER CAMPUS

1400 Tanyard Road
Sewell, NJ 08080
856-468-5000

CUMBERLAND CAMPUS

3322 College Drive
Vineland, NJ 08360
856-691-8600

A Nationally Recognized College



*College
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HONOR SOCIETY
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FIVE STAR CHAPTER
Academic Excellence



*Athletic
Excellence*



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