

Chaminade University of Honolulu

Annual Security Report and Campus Crime and Fire Safety Statistics January 1, 2011 – December 31, 2011

Report Prepared By The Environmental Safety Office, T.C. Ching Hall Room 112 on March 20, 2012. Documentation available upon request.

1. The Campus Crime and Fire Safety Right-to-Know statistics are published in the 2011-2012 Student Handbook. They are also available on the DOE Web site, and the Chaminade University Web site: <http://www.chaminade.edu/student-consumer/documents/Campus%20Security%20Crime%20Statistics%20Crime%20Log.pdf> and at the end of this report. A hardcopy of the report is also distributed to all off-campus sites, and to all new and current employees.

2. Reporting Crimes or Other Emergencies

Chaminade University requires the prompt reporting of any incident that compromises the safety, health, or rights of University community members.

The standard procedure for reporting crimes or emergencies is to call the campus security emergency number 735-4792 or 690-2301. Everyone has the option to call 911 directly. Crimes occurring at on- and off-campus residential facilities should be reported immediately to the Chaminade staff member on duty and/or the Honolulu Police Department using 911. All crimes reported will be taken seriously, even if anonymous or taken confidentially. "CUH Guide to Residential Life" establishes the policies, regulations, and guidelines for resident students who may choose to report minor offenses involving other students. These are reported to the Residence Hall Director or Assistant.

Reports of crimes are forwarded to the Environmental Safety Officer from the Director of Residential Life and Security Supervisor within two working days of the crime being reported. All personnel are also encouraged to make a report to the Safety Officer if they feel they cannot report it to Residential Life staff, Security, or other members of the community. Reports are used for the annual crime statistics report. In addition to the reports from the Director of Residential Life and Security, the Honolulu Police Department provides information about crimes committed on Public Property accessible to Chaminade University.

The Student Handbook and the University Policy Manual (Volume II, Section 2.3) establish procedures to address problems and questions regarding harassment or discrimination in a prompt, discreet and fair manner. All employees and students are expected to comply and cooperate with the provisions and in accordance with applicable codes of professional ethics. A training program for all employees, including part-time and adjunct faculty, is conducted by the Personnel Department in order to sensitize all new workers to what may constitute harassing behavior and what options are available to them if they believe they are being harassed.

3. Timely Warnings/Preparing the Annual Disclosure

All members of the Chaminade University Campus Community are notified on an annual basis that they are required to immediately notify Chaminade Security, (808)735-4792 or (808) 690-2301, of any situation or incident that may involve an emergency or dangerous situation. Security responds and summons the necessary resources to warn the Campus Community, mitigate, investigate, and document any situation. If an emergency or dangerous situation exists, federal law requires that Chaminade University immediately notify the Campus Community or the appropriate segments of the Community that may be affected by the situation and inform them what actions to take.

Chaminade University of Honolulu has a multi-layered emergency notification system to notify the campus community upon receiving information about an emergency or dangerous situation involving a threat to the healthy or safety of students, faculty, and staff on campus. Some or all of these layers may be activated in the event of a threat to the Chaminade University Campus Community, depending on the location and type of emergency. Layers include emails, desktop notifications that scroll across computer screens, outdoor wide-area voice alerting, indoor voice alerting, print messaging on phone screens, Emergency links on the

www.Chaminade.edu web home page, and a text message system is being implemented. Chaminade University will post updates on the University web page www.chaminade.edu and some or all of the notification systems listed above.

If Security confirms an emergency or dangerous situation that poses an immediate threat, Security will immediately contact the Executive Assistant to the President, Vice President for Institutional Advancement, Environmental Safety Officer, or Public Information Officer. The Executive Assistant to the President, Vice President for Institutional Advancement, Environmental Safety Officer, or Public Information Officer will determine the content of the message and use some or all of the notification systems listed above to communicate the threat to the Campus Community or to the appropriate segment of the Campus Community.

Emergency Evacuation Plans are posted in Chaminade University Buildings. Evacuation drills are conducted at least once a year.

The Chaminade University Public Information Officer is the Chief Communications Officer in the event of an Emergency. The PIO will distribute appropriate media releases via email, fax, and phone calls to local media (radio, broadcast television, and newsprint). The Media release is also uploaded to the Chaminade Portal News Archive and Chaminade Web Home Page; from there it becomes part of Chaminade News Release pages. The Dean of Students is responsible for contact with families, and the Director of Personnel is responsible for contact with faculty and staff.

4. Security and Access to Campus Facilities

Access to University classrooms follows the regularly updated schedule produced for Security by the Records Office. Security opens and closes facilities according to the current schedule or on request for special needs. Identification is checked and recorded by Security for any special request for access. Access by Security or Maintenance to residence hall rooms is arranged with the student or with the Residence Hall Director. As indicated in the contract, the Residence Hall Director may enter a room if there is reason to believe that either the law or University policy is being violated or an emergency is indicated.

Facilities Management maintains the university buildings and grounds with a concern for security and safety. Campus facilities and grounds are inspected on a regular basis to ensure that repairs are made in an expeditious manner. There is an annual review of the lighting on campus.

Residential Life staff provides and supervises personnel for the monitoring of residence halls each semester. Also, on a monthly basis the Resident Assistant walks through all suites and apartments to check health and safety issues. See "CUH Guide to Residential Life."

The off-campus residence halls have a resident University staff member. They cooperate with the local police in responding to criminal activity, and report the incidents to the Dean of Students on campus.

Security

Security at the University is under contract with Securitas Security Services, USA, Inc. The Security Officers are uniformed, unarmed, and not deputized. Their authority to arrest is the power of any private citizen.

The University enforces local, state and federal laws and University regulations. Securitas Security and/or the Honolulu Police Department investigate all criminal incidents. Since Securitas Security personnel are not deputized, they maintain a close relationship and rely on local law enforcement to respond when called.

5. Procedure and Prevention Programs

Education about procedures, practices, and prevention are part of the initial and annual briefings for all personnel. The programs are applicable to all community members: staff, faculty and students. Student orientation programs, student publications, and the regular residence hall programs are used for educating and briefing the students. A proposed action plan calls for using the University Portal to continue the education in an ongoing manner and also to advertise the special program presentations. An online training program for all employees, including part-time and adjunct faculty, is conducted by the Personnel Department in order to sensitize all new workers to what may constitute harassing behavior and what options are available to them if they believe they are being harassed.

6. Substance Abuse: Alcohol and Drug Use

In accordance with Federal and Hawaii State Law, which mandates sanctions and policing of substance abuse at the country's institutions of higher education, Chaminade University does not permit the purchase,

possession, manufacturing, consumption or furnishing of alcohol by persons under 21 years of age. Intentionally or knowingly providing alcoholic beverages to persons under the age of 21, or to persons obviously inebriated, is not permitted on property owned or controlled by the University.

University student policy allows alcohol on campus in only two situations:

In resident hall rooms where all residents are 21 or over and all have requested and been approved for having alcohol in the room.

University sponsored events where the alcohol area is restricted to those who are 21 or over and is supervised by at least one faculty advisor, one member of the Dean of Students staff, and uniformed Hawaii Police Department personnel.

Chaminade University prohibits the possession, manufacture, consumption, sale, and furnishing of illegal substances, including narcotics or controlled substances, except as expressly permitted by law, on University owned or controlled property or at a University sponsored event in compliance with the Drug-Free Schools and Communities Act of 1989. The Controlled Substance Act (1970 amended 1984) and the Anti-Drug Abuse Act of 1986 provide penalties for unlawful manufacturing, distribution, and dispensing of controlled substances. Other penalties are sanctioned under Hawaii State and local laws. Suspected violations will be investigated by the University and may result in University sanctions and may constitute grounds for notification of civil authorities. Chaminade will cooperate fully with federal, state, and local law enforcement authorities to enforce drug and alcohol statutes.

The University drug and alcohol policies are found in the University Policy Manual (Volume II, Section 2.5), and in the "CUH Guide to Residential Life" handbook.

Drug and alcohol abuse presentations are made each semester at student orientation and again at resident hall meetings. Presentations are made by either the University Director of Counseling Services or outside speakers. The Director of Counseling Services does a more comprehensive presentation as part of the annual training program for the Residence Hall Directors and Assistants.

7. Reporting Sexual Assaults/Sanctions/Disciplinary Actions

All members of the campus community should be aware that the university will treat matters of sexual assault, including rape, acquaintance rape, date rape, or other forcible or non forcible sex offenses seriously. A student victim has the option of pursuing the case internally or through the Honolulu Police. While other options are available, the University Counseling Services personnel are the ones who would normally coordinate services for a sexual assault victim. The internal procedure follows the guidelines in this handbook or University Policy Manual (Volume II, Section 2.3) for cases of harassment.

The topic of Sex Offenses is covered in the residence hall presentations, where students are informed of procedures and options in regards to reporting sex offenses. The victim of a sexual assault should report the incident to the local police (if off campus), and to the appropriate university staff. The victim should make every attempt to preserve any physical evidence of the assault. This may include a voluntary medical exam, not showering or disposing of any damaged clothing or other items that are present during/after the assault. With the victim's consent, the university will cooperate with police in their criminal investigation of an on-campus sexual assault.

Disciplinary actions will be imposed on recognized individual students, student organizations, and/or University faculty and staff found guilty of a sexual assault. The sanctions imposed regarding acquaintance rape or other forcible or non forcible sex offenses, can range from mandated counseling sessions/groups, organizing a dating violence education program, community service, relocation to another residence hall, restricted access from the area where the offense occurred, to suspension from housing. For committing violent or criminal acts on campus or at campus-related events, students may be suspended or expelled.

8. Sex Offense Counseling Services

The University will assist reporting to outside agencies as appropriate. Students are informed of existing on- and off-campus counseling, mental health, or other student services for victims of sex offenses. A student who has been the victim of a sexual offense is advised to seek immediate assistance by going to the Kapiolani Women's and Children's Hospital Sex Abuse Treatment Center at 55 Merchant Street, 22nd Floor Honolulu (24-hour crisis hotline: 524-7273). While not a 24-hour treatment center, the Chaminade Counseling Center is available to provide counseling services and assist in coordinating care for sexual assault victims.

In the case of alleged sexual assault, the accuser and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding and both shall be informed of the outcome of any campus disciplinary proceedings alleging sexual assault. The University will assist the victim in changing academic and living situations if so required and if such changes are reasonably available.

9. Information concerning registered sex offenders may be obtained from the web site <http://sexoffenders.ehawaii.gov/sexoffender/welcome.html>

10. Missing Student Policy

Chaminade University takes student safety very seriously. To this end, the following policy and procedures have been established to assist in locating Chaminade students living in University operated on- and off-campus residence halls who, based on the facts and circumstances known to Chaminade, have been reported missing to the Office of the Dean of Students, Campus Security, Office of Residential Life, local law enforcement agency, or other source.

To determine whether or not the student is considered missing, the University will attempt to make contact with the student via class attendance, residential life staff, security, email, social networks, telephone, as well as friends and acquaintances. If all of these attempts result in the student not having been seen or heard from for 24 hours after the time of the initial report, the student will be considered missing. Once the University determines that the student is missing, the following offices will be notified:

Office of the Dean of Students

Campus Security

Office of Residential Life

Office of the Executive Assistant to the President

Upon notification that a student may be missing, Chaminade may use any of the following resources to assist in locating the student. These resources may be used in any order and combination.

Through the Office of Residential Life, the residential life staff may be asked to assist in physically locating the student by keying into the student's assigned room and talking with known associates.

Security staff may search on-campus public locations to find the student (library, dining hall, etc.)

An ID picture may be used to assist in identifying the missing student.

The Office of the Dean of Students may try to contact known friends, family, staff, and/or faculty members for last sighting or additional contact information.

The Office of the Dean of Students may access vehicle registration information for vehicle location and distribution to authorities.

Information Technology Services may be asked to look up email logs for last login and use of Chaminade's email system.

If there is any indication of foul play, the Honolulu Police Department will immediately be contacted for assistance.

At the beginning of each semester, Chaminade will inform students residing in on- and off-campus residence halls that the University will notify either a parent or an individual selected by the student not later than 24 hours after the time the student is determined to be missing. This information will include the following:

Students have the option of identifying an individual to be contacted by Chaminade not later than 24 hours after the time the student has been determined to be missing. Students can register this confidential contact information through the Office of Residential Life.

If the student is under 18 years of age, and not an emancipated individual, Chaminade is required to notify a custodial parent or guardian not later than 24 hours after the time that the student is determined to be missing.

Chaminade will notify the appropriate law enforcement agency no later than 24 hours after the time that the student is determined to be missing.

If Chaminade's Office of the Dean of Students or the local law enforcement agency has been notified and makes a determination that a student who is the subject of a missing person report has been missing for more than 24 hours and has not returned to campus, Chaminade will initiate the emergency contact procedures in accordance with the student's designation.

The University will initiate the following notification procedure for a missing student who is a resident in an on- or off-campus residence hall:

Official missing person reports relating to this student shall be referred immediately to the Office of the Dean of Students.

If the Office of the Dean of Students, after investigating the official report, determines the student has been missing for more than 24 hours, Chaminade will contact the individual identified by the student, the custodial parent or legal guardian if the student is under 18 and not emancipated, and local law enforcement.

11. Student Right to Know and Crime Awareness Security Act of 1990

Chaminade is in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1990* and as amended by the *Higher Education Opportunity Act of 1998 and 2008*. In accordance with the Clery Act, the Crime Log for the most recent 60 day period is open for public inspection during normal business hours in the Environmental Safety Office, Ching Hall #112. Sections of the Crime Log older than 60 days will be made available within two business days. Our best effort to apply the Department of Education definitions for Crime Statistics to Chaminade University is shown in the table Chaminade University Crime Report.

On Campus: This is the area covered by the information available from Campus Security and the Dean of Students Office, whether or not the city police are involved.

Residential On Campus: The statistics for the residence halls on campus.

Non-campus building or property: This refers to the off-campus residence halls. The information about this area comes from the Residence Hall Directors through the Dean of Students Office, the Security Office or the HPD. This is labeled: *Residential Off Campus*.

Public Property: The Department of Education defines this as area "immediately adjacent to and accessible from campus." We have available Honolulu Police statistics for public areas accessible from campus

Referred for campus disciplinary action: This information comes from the Dean of Students Office.

Separate campus: The only off-campus teaching facilities used by the University are the rooms at various military bases and institutions for evening classes. The Program Coordinators will report any crimes in these facilities while they are in use by Chaminade University students.

Chaminade University Crime Report 2011, prepared by the Environmental Safety Office, TC Ching Hall 112.

	On-Campus Including Residential			Residential On-Campus			In or On Non-Campus Property & Buildings			Public Property <small>Data provided by the Honolulu Police Department</small>		
	2009	2010	2011	2009	2010	2011	2009	2010	2011	2009	2010	2011
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offense Forcible	0	0	1**	0	0	0	0	0	0	0	0	0
Sex Offense Non-Forcible	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	1	0	0	1	0	0	0	2	0	0	0	0
Motor Vehicle Theft	0	5	0	0	0	0	0	1	2	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes	1*	0	1** 1***	1*	0	1***	0	0	0	0	0	0
				* 1 Racial – Simple assault ** 1-Forcible fondling Sexual Orientation *** 1-Vandalism Sexual Orientation								
ARRESTS												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0
REFERRED FOR CAMPUS DISCIPLINARY ACTION												
Liquor Law Violations	8	7	19	6	7	19	8	5	11	0	0	0
Drug Law Violations	4	1	6	4	0	6	1	0	6	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0

Chaminade University of Honolulu

Campus Fire Right to Know 2011

The Campus Fire Safety Right-to-Know Act is aimed at increasing fire safety awareness on college campuses. Chaminade University of Honolulu has been collecting this information since August 2008.

All Chaminade University of Honolulu buildings and public areas are non-smoking. Evacuation directions are posted in every Residence Hall and living area, these procedures are part of the Residence Hall orientation, conducted by the Resident Advisors. Designated outdoor smoking areas are provided. A list of all approved electronic appliances and other important Emergency Policies for Campus Residence Halls are in the Residential Life Policies and Procedure Guide.

http://www.chaminade.edu/student_life/res_life/documents/residential_life_guide.pdf

The Environmental Safety Office conducts mandatory Fire Safety Programs for Resident Hall Advisors, Resident Hall Directors, Building and Area Marshals, and other Staff on a yearly basis. Fire safety education, evacuation procedures, fire prevention and policies for no-smoking and no open flames (candles) are all covered. All resident Halls have mandatory fire drills early each Semester, these drills are supervised by the Resident Directors, Chaminade Security, and the Environmental Safety Office.

Residence Hall List

Residence Hall	Alarm Systems monitored 24/7 by AlertAlarm of Hawai'i	Fire Sprinkler System	Smoke Detectors	Heat Detectors	Fire Extinguishers	Posted Evacuation Plan	Number of Scheduled Evacuation/Fire Drills each calendar year
2498 Date Street	Yes	No	Yes	Yes	Yes	Yes	2
Hale Lokelani	Yes	No	Yes	Yes	Yes	Yes	3
Hale Pohaku	Yes	No	Yes	Yes	Yes	Yes	3
Iolani Terrace	Yes	No	Yes	Yes	Yes	Yes	3
Kieffer Hall	Yes	No	Yes	Yes	Yes	Yes	2
3353 Waialae Ave.	Yes	No	Yes	Yes	Yes	Yes	2

2011 Residence Hall Alarm by Building

Resident Hall	First Quarter	Second Quarter	Third Quarter	Forth Quarter
2498 Date St.	1		2	
Hale Lokelani	2		4	
Hale Pohaku	2		3	1
Iolani Terrace	1		2	1
Kieffer Hall	2	1	3	
3353 Waialae	1		2	
TOTAL	9	1	16	2

2011 Residence Hall Fire Alarms by Cause

Resident Hall	Cooking Related	Testing, Repair or Maintenance	Fire	Fire Drill	Other
2498 Date Street		1		2	
Hale Lokelani		2		3	1
Hale Pohaku	2	1		3	
Iolani Terrace	1	1		2	
Kieffer Hall		2		2	2
3353 Waiialae Ave.		1		2	
TOTAL	3	8	0	14	3

Definition of Causes:

Food Related - any reported cause related to food such as burnt food or cooking

Testing/Repairs/Maintenance -any reported cause related to university tests, repairs, maintenance, contractor services, or defective system devices

Fires - any reported fire or fire related incident such as a couch fire, electrical fire, wastebasket fire

Other - any reported causes that are not classified under the previous categories such as drugs, vandalism, fog machines, candles, gas odor, discharged fire extinguisher, unknown, and human errors.

2011 Residence Hall Fire Losses

Resident Hall	Deaths	Injuries	Value of Property Damage
2498 Date Street	0	0	
Hale Lokelani	0	0	
Hale Pohaku	0	0	\$1
Iolani Terrace	0	0	
Kieffer Hall	0	0	
3353 Waiialae Ave.	0	0	
TOTAL	0	0	\$1

All Fires must be reported to one of the following: Campus Security, Director of Residential Life, Resident Hall Director, Resident Hall Advisor, or the Environmental Safety Office.